



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 26th September 2018 at 7pm in The Memorial Hall,
Bedford Road, Wootton.

Agenda no	Agenda item title			Power
Open Forum	There were no members of the public or press present and so the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Quirk (in the chair), Hensher, Lloyd, Martin and Noakes. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P18/213	Apologies for absence. BBCllr/Cllr Wheeler was not in attendance.	Noted for the files.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P18/214	Disclosure of local and/or disclosable pecuniary interests.	Cllr Noakes disclosed a local interest in agenda item P18/221 (Planning Application 18/02259/FUL) and did not participate in voting.	Clerk to keep on file.	Localism Act 2011, Ch 7, s31.
P18/215	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	No requests received.	N/A.	Localism Act 2011, Ch 7, s33.
P18/216	Report from outside organisations – for information only.	No further comments received.	Clerk to keep on file.	N/A.

	The Planning Inspectorate. Application by Millbrook Power Ltd for an Order Granting Development Consent for a Millbrook Power Project.			
P18/217	List of correspondence received (copies of correspondence can be requested from the Clerk).	None.	N/A.	N/A.
P18/218	Minutes of the previous meeting. Members of the Planning & Environment Committee were asked to receive and adopt the minutes of the Planning & Environment Committee meeting held on the 12 th September 2018.	Resolved to receive and adopt. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P18/219	Matters arising from the minutes – for information only. - P18/167 – Parking problems/yellow lines proposals. The clerk is currently investigating why some works approved by the parish council remain outstanding and met with a Borough Council Traffic Engineer (June 2018) to revisit issues. Awaiting written confirmation of the same from Bedford Borough Council. Resolved 11th June 2018 (P18/167) to ensure restrictions proposed for Hall End (opposite the Chequers Inn PH) were completed in full. - P18/128 – Popes Way. Resolved 13th July 2016 (P16/175) that the Clerk continue to try and register the area in the name of Wootton Parish Council (WPC). To date the Clerk has been unable to provide sufficient information to the Land Registry – adverse possession may be considered. Resolved 30th May 2018 (P18/128) the Clerk continue to try and register, using adverse possession if necessary. - P17/90 – Request to review the height and materials used in the construction of fencing within the new play area on the Berryfields Estate. Resolved 12th April 2017 (P17/90) no action can be taken until the management entity is known. Clerk to keep on file. - P18/111 – Damaged/listing brick wall at St. Mary's churchyard. Resolved 27th September 2017 (P17/222) to appoint a structural engineer to inspect the wall and advise on what remedial works are necessary. Following that report, resolved 31st January 2018 to immediately extend the existing temporary picket fence and place signage in the area, warning	No further comments received.	Clerk to keep on file.	N/A.

	of the wall's unstable nature, pending remedial works. A response from Historic England has now been received which recommended rebuilding the wall using reclaimed bricks on a like-for-like basis. Resolved 9th May 2018 (P18/111) to request Historic England consider different works. ▪ P18/129 – Upkeep of gravestones at Lorraine Road cemetery. Resolved 29th November 2017 (P17/274) to revisit this agenda item in Spring 2018 and consider at least works to remove weeds. Cllr Quirk is drafting a report to determine what works are required. Resolved 30th May 2018 (P18/129) to appoint Wrighton & Barker for one day to undertake works detailed within Cllr Quirks' report. Works are due to be undertaken by the end of week ending 21st September 2018. ▪ P18/112 – Plot reservation process. Resolved 25th April 2018 (P18/098) to obtain costings to place inscribed slabs on plots which have been reserved and further resolved 9th May 2018 (P18/112) to place an order for the same, with Wrighton & Barker. Slabs are with Cllr Quirk and he and the clerk are meeting on 9th July 2018 to determine how best to place them. Cllr Quirk is now in the process of placing the slabs but needs cooler weather. ▪ P18/212 + P18/224 – Remembrance Sunday organisation and parade. All arrangements are in hand. Refer to agenda item P18/224. ▪ P18/154 – Transfer of parish council-owned street lights to Bedford Borough Council. Resolved 27th June 2018 (P18/154) to continue with the transfer and request Bedford Borough Council carry out structural examinations to all columns. ▪ P18/183 – Works to St. Mary's cemetery extension hedgerow. Resolved 8th August 2018 (P18/183) that the height be reduced to improve visibility along the Church Road/Cause End Road junction. FA Bartlett Tree Experts have submitted a quote which has been forwarded to Bedford Borough Council, who will oversee and finance the proposed works. ▪ P18/198 – Wootton Village entrance sign Wootton/Bedford Road. Resolved 29th August 2018 (P18/198) to brush/wash			
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	the brickwork along with the face stone and pick out the lettering in black. The Clerk is sourcing quotations for consideration.			
P18/220	To receive and verify the Income & Expenditure report for all Planning & Environment cost centres for 2018-19, to date.	Resolved to receive and verify the Income & Expenditure report without further comment. Proposed: Cllr Noakes. Seconded: Cllr Quirk. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2018.
P18/221	a) Planning Applications – for resolution. 18/01598/M83 – Marston Vale Innovation Park. Variation of condition wording to allow for existing electricity cable to be diverted. 18/02259/FUL – Trieze, Cranfield Road. Erection of detached single storey dwelling house following the demolition of a car port to existing bungalow. 18/02327/FUL – Keeley Grange, Bedford Road. Single storey rear sun lounge extension. b) Planning Approvals (by Bedford Borough Council) – for information only. 18/00824/FUL – 18 Grovebury Court. Single storey rear extension to main house and conversion of garage to annex including raising roof height and addition of rear dormer. This council previously recorded NO OBJECTION. 18/01833/FUL – 43 Mepham Road. Garage conversion to form annexe. This council previously recorded NO OBJECTION.	It was noted the works had already been carried out therefore this proposal was noted for the files only. Resolved NO OBJECTION. Proposed: Cllr Hensher. Seconded: Cllr Martin. Resolved by majority vote (Cllr Noakes did not participate in voting). Resolved NO OBJECTION. Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by all present. No further comments received.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	18/01845/LDP – 4 Ellis Close. Loft conversion with rooflights to front and dormer to rear. Certificate to confirm that the details submitted to not require planning permission. This council was not consulted on this application. 18/02147/NMA – 6 Robinson Close. Amendments to windows and doors and removal of utility (two storey and first floor rear extension). This council was not consulted on this application. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. None. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.			
P18/222	To request above application(s) be considered by the Full Planning Committee of Bedford Borough Council.	Not applicable.	N/A.	Town & Country Planning Act 1990 & subsequent.
P18/223	To consider representation of the Council at the Full Planning Committee meeting of Bedford Borough Council discussing the above application(s).	Not applicable.	N/A.	Town & Country Planning Act 1990 & subsequent.
P18/224	Ongoing agenda item - to receive a report from Cllr Quirk regarding plans for 2018's Remembrance Sunday Parade (including the approval of 2018's Risk Assessment) and to resolve a suitable course of action.	Cllr Quirk noted all issues were in hand. It was noted many clubs and organisations had stated they wished to attend – meaning there was a possibility the church would be full or exceed capacity. That however, could only be determined on the day.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.20pm.