



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 10th October 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
P18/225	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.
P18/226	Disclosure of local and/or disclosable pecuniary interests.	No disclosures made.	N/A.	Localism Act 2011, Ch 7, s31.
P18/227	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.
P18/228	Report from outside organisations – for information only. Bedford Borough Council. Proposed temporary road and footway closure – Broadmead Road, Stewartby. To enable re-railing work through the level crossing. From a point approximately 315 metres north-west of the level crossing to	No further comments received.	Clerk to keep on file.	N/A.

	Wootton Broadmead Farm. The temporary road and footway closure is anticipated to be in operation between 2300hrs Saturday 13 th October 2018 and 0600hrs Monday 15 th October 2018 – specific dates will be advertised locally closer to the time. Due to the nature of the work it will not be possible for emergency service vehicles to go through this temporary road and footway closure.			
P18/229	List of correspondence received (copies of correspondence can be requested from the Clerk).	None.	N/A.	N/A.
P18/230	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 26 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).
P18/231	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	No further comments received.	Clerk to keep on file.	N/A.

	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 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 have been undertaken by Wrighton & Barker – at the time of publishing this agenda Cllr Quirk had not yet reviewed those works. ▪ 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. ▪ P18/224 + P18/236 – Remembrance Sunday organisation and parade. All arrangements are in hand. Refer to agenda item P18/236. ▪ 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. Clerk continues to chase for an update. ▪ P18/183 – Works to St. Mary's cemetery extension hedgerow. Resolved 8th August 2018 (P18/183) that the height be			
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	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. Clerk continues to chase for an update. ▪ P18/198 – Wootton Village entrance sign Wootton/Bedford Road. Resolved 29th August 2018 (P18/198) to brush/wash the brickwork along with the face stone and pick out the lettering in black. The Clerk is sourcing quotations for consideration.			
P18/232	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 Lloyd. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2018.
P18/233	a) Planning Applications – for resolution. 18/02316/ADV – Land South of Fields Road. Erection of two internally illuminated freestanding monoliths. b) Planning Approvals (by Bedford Borough Council) – for information only. 18/01959/FUL – 36 Cause End Road. Demolition of existing conservatory and erection of a one and two storey rear extension. Enlargement of front porch and alterations to ground floor windows to front. This council previously raised NO OBJECTION. 18/01842/FUL – Fox Cottage, 27 Church Road. Single storey extension on the front of the property. This council previously raised NO OBJECTION. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only.	Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. No further comments received.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	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.			
P18/234	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.
P18/235	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.
P18/236	To receive a report from the Clerk following a previous request that Bedford Borough Council and developers include air pollution monitoring equipment within the development area South of Fields Road and East of Cranfield Road and to resolve a suitable course of action.	Resolved to accept the report and figures therein which would be used as a benchmark when the situation was reviewed again in 12 months' time. Proposed: Cllr Quirk. Seconded: Cllr Martin. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P18/237	To consider a complaint received that damage has been caused to a boundary by contractors carrying out tree works at the Memorial Hall Play area and to resolve a suitable course of action.	Members had visited the site and were unable to see any damage caused to the boundary. The Clerk had spoken to the contractors who confirmed they had neither entered the property nor caused any damage to the boundary. Resolved to note the complaint but take no further action. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
P18/238	Ongoing agenda item - to receive a report from Cllr Quirk regarding plans for 2018's Remembrance Sunday Parade and to resolve a suitable course of action.	No further comments received.	N/A.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.25pm.