



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** meeting held on Wednesday 31st October 2018 at 7.10pm 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. Cllr Wheeler was in attendance. Cllr Wheeler is also the Borough Councillor for Wootton. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P18/239	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P18/240	Disclosure of local and/or disclosable pecuniary interests. No disclosures made.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P18/241	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.	N/A.	Localism Act 2011, Ch 7, s33.
P18/242	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.

P18/243	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P18/244	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 10 th October 2018.	Resolved to receive and adopt. Proposed: Cllr Lloyd. Seconded: Cllr Martin. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P18/245	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 of the wall's unstable nature, pending remedial works. A	No further comments received.	Clerk to keep on file.	N/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 – move to close. ▪ 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. ▪ P18/236 + P18/250 – Remembrance Sunday organisation and parade. All arrangements are in hand. Refer to agenda item P18/250. ▪ 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 has been told the Borough Council are dealing with this but they have several other parishes to deal with too and timescales are not yet known. ▪ 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,			
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	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 has accepted a quotation from Wrighton & Barker to carry out the works and is awaiting timescales.			
P18/246	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 Quirk. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2018.
P18/247	a) Planning Applications – for resolution. 18/02405/FUL – 28 Payne Road. Erection of conservatory to rear. 18/02576/FUL – 2 Old School Gardens. Single storey front extension, single storey rear/side extension, garage conversion and change of primary access to side with timber canopy. b) Planning Approvals (by Bedford Borough Council) – for information only.	Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTION but to pass the following observation back to Bedford Borough Council: Bedford Borough Council should consider whether the removal of trees will undermine the stability of the adjacent wall. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. No further comments received.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	18/01929/TPO – The Pyghtle, 64 Keeley Lane. Group of Field Maple and Hawthorn – reduce back to boundary from over structure. This council previously raised NO OBJECTION. 18/02160/FUL – 24 Fields Road. Demolition of existing single storey rear extension and conservatory and the erection of a new single storey rear extension. This council previously raised NO OBJECTION. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. 18/01598/M73 (17/00666/MAO) – Land South of Fields Road. Variation of condition 37 wording to allow for existing electricity cable to be diverted (Hybrid application comprising full planning application for means of access, Plots 1E-F and 6 (Class B1c light industrial/ B2 general industrial/B8 storage and distribution) access, parking, drainage, landscaping and associated works. Outline planning application for Plots 1A-D (Class A3 food and drink/A4 public house/C1 hotel/D1 crèche) Plots 2 and 3 (Class B1A office/B1B research and development/B1C light industrial) and Plots 4 and 5 (Class B1C light industrial/B2 general industrial/B8 storage and distribution) access, parking, drainage, landscaping and associated works. All other matters reserved). d) Planning Refusals (by Bedford Borough Council) – for information only. 18/01493/FUL – Land Between 51 and 53 Hall End Road. Erection of three bay garage in rear garden of dwelling (dwelling not yet constructed). This council previously raised AN OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	No further comments received. No further comments received.		
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P18/248	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.
P18/249	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.
P18/250	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.	It was noted all actions were in hand.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.20pm.