



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** held on Wednesday 27th February 2019 at 7pm in The Memorial Hall, Bedford Road, Wootton.

Agenda no	Agenda item title	Power
Open Forum	Two members of the public were present, one of whom wished to raise concerns regarding litter in and around the village. The second member of the public recorded his presentation. The former explained how having visited several countries in Europe he had noticed how their arrangements to collect and prevent litter were better than here. He had spent some time at the weekend collecting litter from several areas in the village, most of which could be recycled. Having watched "A Plastic Ocean" he had been inspired to take action. He understood the parish council employed a part-time litter picker plus part-time caretaker – the former was village-based and the latter covered the recreation ground, but was looking to encourage a monthly village-wide litter pick, involving residents and in particular children/parents. He had written to both headteachers in Wootton and had produced a map with litter bin locations. It was noticed litter was worse where there were no bins. He asked if litter in existing bins was recycled and if not, mentioned his wish for additional recycling bins at several village points to encourage recycling. Cllr Lloyd responded, stating Bedford Borough Council were responsible for emptying bins on the highway and household rubbish and it was for them to detail how it was recycled once collected. Before adding additional recycling bins, Bedford Borough Council would have to agree they would empty and recycle the contents accordingly. All members agreed children were being educated in the need to recycle, and were in some cases, more proactive than adults when recycling and not dropping litter. The Clerk added BBCllr/Cllr Wheeler was involved with both village schools and invited the two members of the public to meet with her and BBCllr/Cllr Wheeler at the Hub, to discuss this forward and agree how best to bring this back to a future meeting of this committee. Both members of the public were then thanked for attending the meeting and left. There were no other members of the public or press present and so the meeting continued without further adjournment.	Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Quirk (in the chair), Hensher, Lloyd, Martin and Noakes.	

Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P19/025	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P19/026	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P19/027	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.
P19/028	Report from outside organisations – for information only. None.	No further comments received.	Clerk to keep on file.	N/A.
P19/029	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P19/030	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 13 th February 2019.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P19/031	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. The clerk continues to chase. ▪ P18/128 + P19/036 – Popes Way. Refer to agenda item P19/036. ▪ 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	No further comments received.	Clerk to keep on file.	N/A.

	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, however Historic England have since replied stating they wish to defer to Bedford Borough Council as local planning/conservation authority for further guidance. Bedford Borough Council should offer their response by 29th March 2019. ▪ 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, who will oversee and finance the proposed works. The clerk continues to chase. ▪ 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. Those works have now been completed and the Clerk has instructed the works to install a raised flower bed in front of the sign. ▪ P18/262 – Plot Reservation issue at Lorraine Road cemetery. An issue has occurred resulting in a reserved plot being too small to utilise. Resolved 28th November 2018 (P18/262) to			
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	allow the next of kin time to consider two possibilities which could resolve the issue. ▪ P19/012 – Improved entrance signage at Lorraine Road cemetery. Resolved 30th January 2019 (P19/012) that suggestions for signage (including materials, location and costings) be submitted to the Clerk ahead of further discussions by this committee. ▪ P19/024 – Bench adjacent to the Keeley Corner bus shelter (Bedford bound). Resolved 13th February 2019 (P19/024) to refurbish the bench using recycled plastic planks, keeping the concrete frame.			
P19/032	To receive and approve the Income & Expenditure report for all Planning & Environment cost centres and Earmarked Reserves report for all cost centres for 2018-19, to date and to resolve a suitable course of action.	Resolved to receive and approve both reports without further comment. Proposed: Cllr Noakes. Seconded: Cllr Martin. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2018.
P19/033	a) Planning Applications – for resolution. 19/00232/FUL – 24 Fields Road. Demolition of existing single storey rear extension and conservatory and the erection of a new single storey rear extension (revised scheme). 19/00244/S73 – Top Farm Pastures, Hall End Road. 17/02714/FUL – removal of conditions 12 (Energy Audit) and 13 (Energy Statement). Conversion of agricultural barn to dwelling house, including new access tract onto Hall End Road. 19/00249/FUL – 21 Canons Close. Single storey rear extension. 19/00329/FUL – 16 Elmsdale Road. First floor side extension.	Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. Noted for the records but make no further comment. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Noakes.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	b) Planning Approvals (by Bedford Borough Council) – for information only. None. 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.	Resolved by all present.		
P19/034	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.
P19/035	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.
P19/036	To receive a report from the Clerk regarding the registration of Popes Way green and to resolve a suitable course of action.	The clerk confirmed trees within the grassed area of Popes Way green would now be inspected as part of the parish council's annual tree risk assessment policy. The clerk was thanked for securing title and possession was noted for the records. Proposed: Cllr Hensher. Seconded: Cllr Martin. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.25pm.