



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** held on Wednesday 10th April 2019 at 7pm at Wootton Community Centre, Harris Way, 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 and Noakes.			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P19/048	Apologies for absence. Cllr Martin.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P19/049	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P19/050	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.
P19/051	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P19/052	List of correspondence received (copies of correspondence can be requested from the Clerk).	N/A.	N/A.	N/A.

	None.			
P19/053	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 March 2019.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Quirk. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P19/054	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. ▪ P18/111 + P19/059 – 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 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. Refer to agenda item P19/059. ▪ 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.	No further comments received.	Clerk to keep on file.	N/A.

	▪ 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, a flowerbed installed and summer planting will take place in May 2019. ▪ 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 allow the next of kin time to consider two possibilities which could resolve the issue. ▪ P19/012 + P19/060 – 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. Refer to agenda item P19/060. ▪ 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.			
P19/055	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 Hensher. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2018.
P19/056	a) Planning Applications – for resolution. 19/00600/TPO – 66a Keeley Lane – removal of ash tree.	Resolved NO OBJECTION . Proposed: Cllr Noakes. Seconded: Cllr Quirk.	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. Response received from Bedford Borough Council with regard to an earlier planning application deliberated by this committee – 19/00313/TPO – 44 Cause End Road.	Resolved by all present. No further comments received.		
P19/057	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.
P19/058	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.
P19/059	To receive a report from Cllr Quirk and the Clerk regarding proposed remedial works to the damaged/listing brick wall at St. Mary's churchyard and to resolve a suitable course of action.	After discussion it was resolved to source a suitably qualified individual/company to advise and quote for the remedial works as detailed by both Historic England and Bedford Borough Council, to enable the project to move forward. Proposed: Cllr Noakes. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P19/060	To consider suggestions for an improved entrance sign at Lorraine Road cemetery and to resolve a suitable course of action.	After discussion it was resolved to seek quotations to site a similar sign to Barton-le-Clay's cemetery entrance sign (but double-sided) adjacent to the street	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		light on the corner of Lorraine Road/cemetery entrance road, which would be visible to all from both directions along Lorraine Road. Proposed: Cllr Lloyd. Seconded: Cllr Hensher. Resolved by all present.		
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Meeting closed at 7.25pm.