



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** held on Wednesday 29th May 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 Martin. In attendance: Sue Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P19/087	Apologies for absence. Cllr Bygraves and Noakes.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P19/088	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P19/089	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.
P19/090	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.

P19/091	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P19/092	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 15 th May 2019.	Resolved to receive and adopt. Proposed: Cllr Martin. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P19/093	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. ▪ 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. Resolved 10th April 2019 (FC19/059) to source accompany/individual qualified to assist with the works. ▪ P18/154 – Transfer of parish council-owned streetlights to Bedford Borough Council. Resolved 27th June 2018 (P18/154) to continue with the transfer and request Bedford Borough	No further comments received.	Clerk to keep on file.	N/A.

	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, 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. ▪ P19/060 – 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. Resolved 10th April 2019 (FC19/060) to obtain quotations for a sign similar to that at the cemetery entrance at Barton-le-Clay. ▪ 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.			
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P19/094	To receive and approve the Income & Expenditure report for all Planning & Environment cost centres and Earmarked Reserves report for all cost centres for 2019-20, to date and to resolve a suitable course of action.	All reports would be provided when the previous year-end accounts had been closed down.	N/A.	Governance and Accountability for Smaller Authorities in England 2019.
P19/095	a) Planning Applications – for resolution. 19/00956/FUL – 2 White Lion Close. Single storey front extension to link to existing detached garage. 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 NO OBJECTION. Proposed: Cllr Hensher. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.
P19/096	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.
P19/097	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.
P19/098	To receive a report from FA Bartlett Tree Experts with regard to their latest visual tree inspection of all parish council owned trees and to resolve a suitable course of action.	It was noted the conifers within Lorraine Road cemetery were healthy and the tree inspection report made no recommendations for remedial works.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		The Clerk was asked to keep the information on file for 12 months for further review. Resolved to accept all findings from the visual tree inspection report and request all remedial works without further comment. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by majority vote.		
P19/099	To consider a response to Bedford Borough Council in relation to their proposal to add a waiting restrictions (double yellow lines) along Cause End Road (opposite the One Stop Shop and junction with Lorraine Road) and to resolve a suitable course of action.	Members were concerned this proposal would encourage more parking directly outside the One Stop shop. The following questions were raised: • Why did Bedford Borough Council think this proposal was best for the area; • What enforcement measures would be in place (given ongoing issues at other areas in the village including Hall End near the upper school); • Would Bedford Borough Council consider the addition of parking cameras (as seen outside Bedford Road lower school). A suggestion was made for the lines to be placed on the other side of the road, directly outside the shop and around the corner into Lorraine Road. After further discussion it was resolved to take all questions and suggestions above back to Bedford Borough Council for clarification, in order for this item to be discussed at a future meeting of this committee.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Proposed: Cllr Hensher. Seconded: Cllr Lloyd. Resolved by all present.		
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Meeting closed at 7.30pm.