



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** held on Wednesday 10th July 2019 at 7.05pm at
Wootton Community Centre, Harris Way, Wootton, MK43 9FZ

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), Bygraves, Hensher, Lloyd, Martin and Noakes. Cllr O'Dell arrived at 7.15pm to observe and speak during agenda item P19/113. Borough Councillor Wheeler also arrived at 7.15pm. 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
P19/100	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P19/101	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P19/102	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.
P19/103	Report from outside organisations – for information only.		Clerk to keep on file.	N/A.

	- Bedford Borough Council – Carlton and Chellington Neighbourhood Development Plan and Oakley Neighbourhood Development Plan. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012, Carlton and Chellington Parish Council and Oakley Parish Council have submitted their Neighbourhood Development Plans to Bedford Borough Council. In accordance with Regulation 16 of the Neighbourhood Planning (General) Regulations 2012, Bedford Borough Council is inviting representations on the Carlton and Chellington Neighbourhood Development Plan and the Oakley Neighbourhood Development Plan for a period of 6 weeks. The submission plans and supporting documents are available to view on the Council's website at: www.bedford.gov.uk/neighbourhoodplanning. Paper copies of the documents are also available for inspection during normal opening hours at the following locations: - Bedford Central Library, Harpur Street, Bedford, MK40 1PG; - Bedford Borough Customer Service Centre, Horne Lane, Bedford, MK40 1RA. Representations must be made in writing (preferably using the consultation form provided on the website) and can be emailed to: planningforthefuture@bedford.gov.uk; or posted to: Planning Policy Team, Bedford Borough Council, Borough Hall, Cauldwell Street, Bedford, MK42 9AP. This is not a freepost address; please use a stamp. Any representations may include a request to be notified of Bedford Borough Council's decision under Regulation 19 (Decision on a plan proposal) in relation to the submitted neighbourhood development plans. <u>All representations must be received by 5pm on 25 July 2019.</u> All comments will be publicly available. Please note that personal information provided will be processed by Bedford Borough Council in line with the Data Protection Act 2018. After the consultation, the	No further comments received.		
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	plans will each undergo independent examination and referendum. For further details on this process, please refer to the Locality Neighbourhood Plan Roadmap on their website https://neighbourhoodplanning.org/toolkits-and-guidance/create-neighbourhood-plan-step-by-step-roadmap-guide/ Department for Transport – stopping up of Highway at Land South of Fields Road.	No further comments received.		
P19/104	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P19/105	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 29th 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).
P19/106	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	*The Clerk confirmed the bench was due to be refurbished by the end of July 2019.	Clerk to keep on file.	N/A.

	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 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. ▪ P18/262 – 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			
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	refurbish the bench using recycled plastic planks, keeping the concrete frame*.			
P19/107	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.	Resolved to receive and approve both reports without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2019.
P19/108	a) Planning Applications – for resolution. None. b) Planning Approvals (by Bedford Borough Council) – for information only. 18/02327/FUL – Keeley Grange, Bedford Road. Non-Material Amendment – roof lights and piers added. Configuration of side windows modified, and depth of sun-room increased by 300mm (single storey rear sun lounge extension). (Ref 19/00615/NMA). This council previously raised NO OBJECTION. 19/00698/FUL – 7 Parker Road. Single storey rear extension. This council previously raised NO OBJECTION. 19/00626/LBC – Keeley Grange, Bedford Road. Single storey rear sun lounge extension and internal alterations to relocate kitchen. This council previously raised NO OBJECTION. 19/00249/FUL – 21 Canons Close. Single storey rear extension. This council previously raised NO OBJECTION. 19/00756/TPO – 3 Bedford Road. Walnut tree – crown reduce by 1.5-2m (to near previous, perhaps 7-10 years ago), deadwood and crown thin by 10%. Crown lift to 4m all around.	No further comments received.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	This council previously raised NO OBJECTION. 19/00824/FUL – Land adjacent 17 Oak Close. Erection of double garage. This council previously raised NO OBJECTION. 19/00845/FUL – 33 Potters Cross. Single storey rear/side extension, following demolition of existing garage and conservatory. This council previously raised NO OBJECTION. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. 19/00142/PRM – Land between 51 and 53 Hall End Road. Repositioning of post box.	No further comments received.		
P19/109	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.
P19/110	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.
P19/111	To consider the renewal of a street trading consent outside of Bedford Town Centre for Nirmal Kumar Badhan T/A Dave's Snax and to resolve a suitable course of action.	Resolved to accept the renewal application without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.
P19/112	To resolve under the terms of the Public Bodies (Admissions to Meetings) Act 1960, s1(2) that any members of the public or press present please leave, in order to discuss the following item(s).	There were no members of the public or press present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).

P19/113	To appoint a contractor to undertake remedial works to a tarmac footpath at Lorraine Road cemetery and to resolve a suitable course of action.	It was noted the one price received was an estimate rather than quotation. The meeting was then adjourned for five minutes to allow the clerk and Cllr Lloyd to move their cars due to an event at the adjacent lower school. Upon returning, discussions then centred on whether the proposed works detailed in the estimate were what was needed and whether additional quotations should be sourced which may focus on killing weeds in the area and undertaking a bitumen pour. The clerk had previously asked members for further contractors, however none were received. After further detailed discussions the following was resolved: • The clerk request the estimate be amended to a quotation; • Additional quotations be requested (to include weed kill and bitumen pour). Cllr Bygraves agreed to pass on a contact detail to the clerk. Proposed: Cllr O'Dell. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
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Meeting closed at 7.30pm.