



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** held on Wednesday 11th September 2019 at 7pm at
Wootton Community Centre, Harris Way, Wootton, MK43 9FZ

Agenda no	Agenda item title			Power
Open Forum	There was one member of the public present who wished to raise the issue of anti-social behaviour involving a neighbour and the lack of an official bus stop/shelter adjacent to the doctor's surgery on Fields Road. They were informed anti-social behaviour was a matter for the police and possibly Bedford Borough Council and the bus stop would be relocated as the development within Fields Road South came forward. 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), Bygraves, Hensher, Lloyd, Martin and Noakes. Cllr Randell and BBCllr/Cllr Wheeler were in attendance. BBCllr/Cllr Wheeler is also the Borough Councillor for Wootton. Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer) was in attendance.			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P19/154	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P19/155	Disclosure of local and/or disclosable pecuniary interests. No disclosures made.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.

P19/156	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.
P19/157	Report from outside organisations – for information only. - Bedford Borough Council – Cotton End Neighbourhood Area. Bedford Borough Council has designated Cotton End Neighbourhood Area which is the whole civil parish. Further information and a copy of the Council's decision statement, including a map of the Neighbourhood Area can be viewed on the Council's website at: www.bedford.gov.uk/neighbourhoodplanning and at the Customer Service Centre, Horne Lane, Bedford. As a result of the designation, Cotton End Parish Council will be able to proceed to prepare a Neighbourhood Development Plan/Order. - Bedford Harriers – information regarding their event and road closures. Half Marathon – Sunday 1st December 2019.	No further comments received.	Clerk to keep on file.	N/A.
P19/158	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P19/159	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 28 th August 2019.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P19/160	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. Cllr O'Dell and BBCllr/Cllr Wheeler	No further comments received.	N/A.	N/A.

	met with a representative from Bedford Borough Council on 30th July 2019 to push this forward. ▪ 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. Cllr Quirk and the clerk met with a potential contractor on 31st July 2019 and a survey report has been received. Other potential contractors are being chased up. ▪ 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 and BBCllr/Cllr Wheeler continue to chase.			
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	▪ P19/139 – 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. The clerk has written again to the next of kin. ▪ P19/137 – 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 and the clerk is currently obtaining planning permission. ▪ P19/141 – Remedial works to a cracked pavement within Lorraine Road cemetery. One quotation has been ruled out and the clerk is seeking further information from a second contractor. ▪ P19/138 – Directional sign from Cause End Road for Lorraine Road cemetery. The clerk is submitting a request to Bedford Borough Council for the sign. ▪ P19/165 – Improvement works to The Pound (area opposite the Cock Inn PH on Bedford Road). Resolved 28th August 2019 (P19/165) to appoint Warner's of Bedford Ltd to regenerate the area. Start times are awaited.			
P19/161	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.
P19/162	a) Planning Applications – for resolution. None. b) Planning Approvals (by Bedford Borough Council) – for information only.		Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	19/01397/FUL – 31 Haycroft – one and two storey rear extension with garage conversion. 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. None. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	No further comments received.		
P19/163	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.
P19/164	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.
P19/165	To receive a report from Cllr Lloyd and the clerk regarding a hedgerow within Studley Road (adjacent to the grass area between the two styles of housing) and to resolve a suitable course of action.	Cllr Lloyd gave the history behind the request that the parish council take on the maintenance of a hedgerow adjacent to 77 Studley Road. It was noted the parish council had tried a number of years ago to secure the adjacent land free of charge or for minimal cost from the liquidators of Cowlgrove Ltd, without success. As the parish council had then resolved to continue cutting the grass in that area (to maintain the area which was no longer being looked after by Cowlgrove Ltd) it was resolved after discussion that the clerk request a quotation to maintain/cut the hedgerow,	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		authorise the works and invoice the liquidators for reimbursement. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.		
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Meeting closed at 7.12pm.