



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** held on Wednesday 9th October 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. It was noted again that the barrier to the adjacent lower school remained closed, once again causing congestion and parking issues in the community centre car park. A request to Bedford Borough Council for it to be raised every evening had received no response.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Quirk (in the chair), Bygraves, Hensher, Lloyd, Martin and Noakes. Cllr Randell was in attendance. 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
P19/177	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P19/178	Disclosure of local and/or disclosable pecuniary interests. Living in the vicinity, Cllr Quirk declared a local interest in agenda item P19/185 (19/02034/FUL – 69 Hall End Road).	Noted for the minutes.	Clerk to keep on file.	Localism Act 2011, Ch 7, s31.
P19/179	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.

	No requests received.			
P19/180	Report from outside organisations – for information only. - Bedford Borough Council. Changes to the boundary of the following Neighbourhood Areas: - Brickhill; - Cardington; - Clapham. Under the requirements of the Neighbourhood Planning (General) Regulations 2012, these Neighbourhood Areas have been designated reflecting the amended boundary changes. Further information can be viewed on the Council's web site at www.bedford.gov.uk/neighbourhoodplanning and at the Customer Service Centre, Horne Lane, Bedford.	No further comments received.	Clerk to keep on file.	N/A.
P19/181	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P19/182	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 11 th September 2019.	Resolved to receive and adopt. Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P19/183	Matters arising from the minutes – for information only. P18/167 – Parking problems/yellow lines proposals. Some restrictions remain uncompleted. Clerk and BBCllr/Cllr Wheeler are meeting in October with a Bedford Borough Council officer with the aim of pushing this forward and discussing parking on pavements. 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	No further comments received.	N/A.	N/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. ▪ 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			
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	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 has submitted a request to Bedford Borough Council for signage and is awaiting costings. ▪ 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.			
P19/184	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 Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2019.
P19/185	a) Planning Applications – for resolution. 19/02034/FUL – 69 Hall End Road. One and two storey front extension and first floor side extension. Notice of application to make a non-material change to the development consent order for the Millbrook Generating Station Order 2019 (S.I.No. 578). b) Planning Approvals (by Bedford Borough Council) – for information only. 19/01398/TPO – 7 Potters Cross. Yew – crown lift to maximum 4m and reduce overhanging branch to neighbour's property by 4-6m. This council previously raised NO OBJECTION.	Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. Received and noted for information only as the application was not within the parish. No further comments received.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	19/01565/FUL – 37 Potters Cross. Demolition of existing conservatory and construction of new single storey rear extension. 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.			
P19/186	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.
P19/187	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.
P19/188	To receive a report from the clerk and FA Bartlett Tree Experts Ltd regarding proposed tree works in the vicinity of the Memorial Hall Play area and to resolve a suitable course of action.	The report was circulated ahead of this meeting and detailed by the clerk. After discussion it was resolved to accept the report in full, but quotation in part only – leaving the far corner area of scrub untouched. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P19/189	To receive a report from the clerk and Cllr Quirk regarding unauthorised works to a conifer tree at Lorraine Road cemetery and to resolve a suitable course of action.	The report was circulated ahead of this meeting and detailed by both the clerk and Cllr Quirk. It was noted the unauthorised works possibly related to a previous request to reduce the height of	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		the conifer, which was not recommended/approved by either FA Bartlett Tree Experts, nor the parish council. After discussion it was resolved to report the action to the police as criminal damage and inform adjacent households of the same, with a request for witness information. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.		
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Meeting closed at 7.25pm.