



WOOTTON PARISH COUNCIL



3 Longden Close
Haynes
Bedfordshire
MK45 3PJ
Tel: 07531 930788
E-mail: woottonparishclerk@gmail.com
Website: woottonpc.bedsparishes.gov.uk



Minutes of the Meeting of the **Planning & Environment Committee** held on Wednesday 11th December 2019 at 7pm 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, Lloyd and Noakes. In attendance: Cllr Randell. In attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P19/225	Apologies for absence. Cllrs Hensher and Martin.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P19/226	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P19/227	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.

P19/228	Report from outside organisations – for information only. - Bedford Borough Council – Bletsoe Neighbourhood Development Plan. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012, Bletsoe Parish Council has submitted their Neighbourhood Development Plan to Bedford Borough Council. In accordance with Regulation 16 of the Neighbourhood Planning (General) Regulations 2012, Bedford Borough Council is inviting representations on Bletsoe Neighbourhood Development Plan for a period of 7 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 plan. <u>All representations must be received by 5pm on 19th January 2020.</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 plans will each undergo independent examination and referendum. For further details on this process, please refer	No further comments received.	Clerk to keep on file.	N/A.
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	to the Locality Neighbourhood Plan Roadmap on their website https://neighbourhoodplanning.org/toolkits-and-guidance/create-neighbourhood-plan-step-by-step-roadmap-guide/			
P19/229	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
P19/230	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 27 th November 2019.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P19/231	Matters arising from the minutes – for information only. • P18/167 (now R&PSSG) – Parking problems/yellow lines proposals/Advisory white lining. Some restrictions remain uncompleted (Hall End, Mepham Road, Keeley Lane and Sherwood Close. This is now covered by the Roads & Pavements Safety Steering Group and areas to trial no verge or footway parking on have been passed to Bedford Borough Council. It is hoped initial areas will be Bedford Road/Fields Road/Keeley Lane in the vicinity of the Leg Straps PH. ▪ 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	No further comments received.	Clerk to keep on file.	N/A.

	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 continue to be chased. ▪ 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. The clerk continues to chase. ▪ 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 the cemetery entrance at Barton-le-Clay and the clerk is currently obtaining planning permission. ▪ P19/202 – Remedial works to a cracked pavement within Lorraine Road cemetery. Resolved 30th October 2019 (P19/202) to appoint Driveway Rejuvenation Ltd to undertake all remedial works. The clerk has been informed remedial			
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	works will take place in Spring 2020 as winter weather will have an adverse effect on the finish and longevity. ▪ P19/138 – Directional sign from Cause End Road for Lorraine Road cemetery. The clerk has submitted a request to Bedford Borough Council for signage. The costing is £300 however the clerk has been asked to escalate this request with Jon Shortland, Chief Officer, Planning & Highways, Bedford Borough Council as the slow response and timescales are not acceptable. That escalation was transferred to Chris Pettifer, Chief Officer, Transport, Bedford Borough Council and the clerk has been informed works should take six weeks (from 25th November 2019) to complete.			
P19/232	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.
P19/233	a) Planning Applications – for resolution. 19/02511/ADV – 14 Cause End Road (Wootton Tesco Express). Installation of various internally illuminated and non-illuminated signage. 19/02513/FUL – 27 Fields Road. Extension and conversion of existing garage for an annexe ancillary to existing main property. b) Planning Approvals (by Bedford Borough Council) – for information only. None. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None.	Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	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.			
P19/234	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.
P19/235	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.
P19/236	To receive a report from Cllr Quirk and the clerk regarding potential changes/clarification to the list of fees for Lorraine Road cemetery and to resolve a suitable course of action.	Resolved to leave the fees unchanged but to note for clarification purposes the natural burial area price was the same for ashes or coffins, given the larger plot size and potential for tree planting/growth of roots. Proposed: Cllr Bygraves. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.15pm.