



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** held on Wednesday 8th January 2020 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, Hensher, Lloyd, Martin and Noakes. In attendance: Cllrs Randell and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. 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
P20/001	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P20/002	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P20/003	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.

P20/004	Report from outside organisations – for information only. Bedford Borough Council – Oakley Neighbourhood Development Plan has now been published. Bedford Borough Council has decided to accept the examiner’s recommended modifications to the draft plan and the plan will then proceed to referendum. A date has yet to be set for the referendum. The decision statement and further details on the Oakley Neighbourhood Development Plan is available to view on Bedford Borough Council’s website at: https://www.bedford.gov.uk/planning-and-building/planning-policy-its-purpose/neighbourhood-planning/oakley-neighbourhood-development-plan/	No further comments received.	Clerk to keep on file.	N/A.
P20/005	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. Letter received regarding agenda item P19/139 as detailed within agenda item P20/007.	The contents of the letter (concerning an ongoing plot reservation issue) were noted and the clerk confirmed they would respond accordingly.	Clerk to take forward.	N/A.
P20/006	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 11 th December 2019.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Quirk. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P20/007	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/missing 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	No further comments received.	Clerk to keep on file.	N/A.

	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 continue to be chased. The clerk and Cllrs Lloyd and Quirk will meet Q1 2020 to determine a tender process. ▪ 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 + P20/005 – 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. Refer to agenda item P20/005.			
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	▪ 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 has applied for a planning pre-application. ▪ 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 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.			
P20/008	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.
P20/009	a) Planning Applications – for resolution. 19/01590/FUL – 41 and 43 Cause End Road. Demolition of existing dwellings and erection of eight residential units divided into four pairs of semi-detached houses.	BBCllr/Cllr Wheeler was invited to speak in his capacity as Borough Councillor for Wootton. Detailing previous planning applications on the same site, he raised concerns that the number of proposed	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

		units had been varied on several occasions – previous numbers included ten, seven and five. BBCllr/Cllr Wheeler was concerned numbers were again being increased to eight and confirmed he intended to object to the latest proposal – an overdevelopment of the site which would also overlook the top end of the adjacent lower school playground (a safeguarding issue). An increase in traffic and parking issues, given its proximity to the One Stop Shop was also detailed, on what was already a busy road. It was also noted the site frontage was very overgrown and that Bedford Borough Council were having to undertake remedial works themselves. The parish council was urged to object to the planning application and ask Bedford Borough Council to put pressure on the current site owners to make the area safe. After discussions between parish council committee members it was resolved TO OBJECT to the application using the following material considerations and observations: • The proposal was an overdevelopment of the site; • New dwellings would adversely affect the street scene; • The proposal would have an adverse effect on an adjacent Grade II listed building;		
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	19/02639/FUL – 41 Tithe Barn Road. Loft conversion with rear dormer (revised external finish). 19/02687/MAR – Land South of Fields Road. Reserved matters for Plot 2B (layout, scale, appearance and landscaping) pursuant to permission 17/00666/MAO. 19/02698/FUL – 111 Keeley Lane. Part two storey, part single storey rear extension. 19/02720/FUL – 55 Folkes Road. Two front pitched roof dormers.	• The road and immediate area was already congested in terms of moving vehicles and parking, given the close proximity to a local shop; • The proposed site made no provision for visitor parking, exacerbating parking congestion in the immediate area; • There were no vacancies within the local lower school or doctor's surgery to accommodate occupants. Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Lloyd. Seconded: Cllr Bygraves. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Hensher. Seconded: Cllr Quirk. Resolved by all present.		
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	a stable block comprising three stables and a field shelter for the keeping of horses together with associated vehicular access track, an area of hardstanding and fencing. This council previously recorded NO OBJECTION. d) Planning Refusals (by Bedford Borough Council) – for information only. 18/01476/LDP – 31 Potters Cross. Certificate to confirm that the details submitted do not require planning permission (single storey rear extension). Certificate refused. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	No further comments received.		
P20/010	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.
P20/011	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.
P20/012	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).
P20/013	To appoint a contractor to undertake remedial works to the War Memorial and adjacent conifers on Church Road/Church Row and to resolve a suitable course of action.	Resolved to appoint FA Bartlett Tree Experts Ltd to remove the conifers and undertake remedial works to the adjacent hedgerow and ash tree and to appoint Memorial Makeovers to undertake remedial works to the war memorial. Proposed: Cllr Noakes. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.25pm.

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Chairman.....

Date 29th January 2020