



WOOTTON PARISH COUNCIL



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Minutes of the Meeting of the **Planning & Environment Committee** held on Wednesday 12th February 2020 at 7pm at
Wootton Community Centre, Harris Way, Wootton, MK43 9FZ

Agenda no	Agenda item title			Power
Open Forum	There were several members of the public present who wished to observe the Full Council meeting, which followed this committee meeting. There were no other 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, Noakes and Randell. In attendance: Cllrs O'Dell 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
P20/028	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P20/029	Disclosure of local and/or disclosable pecuniary interests. Cllr Noakes declared a local interest in agenda item P20/036 - 19/02392/FUL 19 Bedford Road and did not take part in voting.	Noted for the minutes.	Clerk to keep on file.	Localism Act 2011, Ch 7, s31.
P20/030	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.

P20/031	Report from outside organisations – for information only. - Bedford Borough Council. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012, Bromham 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 the Bromham Neighbourhood Development Plan for a period of 6 weeks. The submission plan and supporting documents are available 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: - Bromham Library, Springfield Drive, Bromham, MK43 8NT; - Bedford Borough Customer Service Centre, Horne Lane, Bedford, MK40 1RA. Representations must be made in writing by (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 9 March 2020.</u> All comments will be publicly available. Please note that personal information provided will be processed by Bedford Borough Council in line	N/A.	N/A.	N/A.
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	with the Data Protection Act 2018. After the consultation, the plan will 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/			
P20/032	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P20/033	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 29 th January 2020.	Resolved to receive and adopt. Proposed: Cllr Randell. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P20/034	Matters arising from the minutes – for information only. ▪ 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 continue to be chased. The clerk and Cllrs Lloyd and Quirk will meet Q1 2020 to determine a tender process.	No further comments received.	Clerk to keep on file.	N/A.

	▪ 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. ▪ P19/137 – 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,			
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	Chief Officer, Transport, Bedford Borough Council and the clerk has been informed works should take six weeks (from 25th November 2019) to complete. The clerk has since been informed a further delay has pushed works back by a further two weeks. ▪ P20/013 – War Memorial works and removal of adjacent conifers. FA Bartlett Tree Experts Ltd have been appointed to remove the conifers and carry out remedial works to the adjoining hedgerow and ash tree (the latter is growing into a highways street lighting column). Once those work are complete, Memorial Makeovers will complete the War Memorial works.			
P20/035	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 Randell. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2019.
P20/036	a) Planning Applications – for resolution. 19/02392/FUL – 19 Cranfield Road. Erection of annexe in rear garden.	It was noted a previous application was objected to by the parish council due to a lack of parking facilities in the area. After discussion it was resolved TO OBJECT using the same material consideration: • The application would exacerbate the lack of parking facilities in that area. Proposed: Cllr Lloyd. Seconded: Cllr Randell. Resolved by majority vote. Cllr Noakes abstained from voting.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

	b) Planning Approvals (by Bedford Borough Council) – for information only. 19/02513/FUL – 27 Fields Road. Extension and conversion of existing garage for an annexe ancillary to existing main property. This council previously recorded NO OBJECTION. 19/02639/FUL – 41 Tithe Barn Road. Loft conversion with rear dormer (revised external finish). This council previously recorded 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. 19/01590/FUL – 41 + 43 Cause End Road. At a meeting of Bedford Borough Council’s Planning Committee on 27th January 2020, members resolved to grant permission (CIL liable) for this proposal. This council previously recorded AN OBJECTION.	No further comments received. No further comments received.		
P20/037	To request above application(s) be considered by the Full Planning Committee of Bedford Borough Council.	Resolved that application 19/02392/FUL be called in for consideration by the Full Planning Committee of Bedford Borough Council. Proposed: Cllr Hensher. Seconded: Cllr Lloyd. Resolved by majority vote. Cllr Noakes abstained from voting.	BBCllr/Cllr Wheeler and clerk to take forward.	Town & Country Planning Act 1990 & subsequent.

P20/038	To consider representation of the Council at the Full Planning Committee meeting of Bedford Borough Council discussing the above application(s).	Resolved that Cllr Lloyd would attend the relevant meeting of the Full Planning Committee of Bedford Borough Council, to represent Wootton Parish Council and have opportunity to speak in relation to application 19/02392/FUL – subject to availability.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.
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Meeting closed at 7.10pm.