



WOOTTON PARISH COUNCIL



3 Longden Close
Haynes
Bedfordshire
MK45 3PJ

Tel: 07531 930788

Email: Clerk@Wootton-PC.gov.uk

Website: Wootton-pc.gov.uk



[www.facebook.com/](https://www.facebook.com/WoottonParishCouncilBedfordshire)

WoottonParishCouncilBedfordshire

Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 28th October 2020 at 7pm.

Agenda no	Agenda item title			Power
Open Forum	There was one member of the public present but they did not identify themselves and left the meeting at 7.05pm. A second member of the public then joined the meeting at 7.05pm who wished to observe discussions on agenda item P20/227. There were no other members of the public or press present via Zoom 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: Cllr 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)				
Agenda no	Agenda item title	Resolution	Action	Power
P20/214	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P20/215	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P20/216	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.

P20/217	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P20/218	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P20/219	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 14 th October 2020.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present. (To be signed in person by the Chairman when Coronavirus (Covid-19) restrictions have been lifted).	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P20/220	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 were due to meet Q1 2020 to determine a tender process but this has been placed on hold due to ongoing Coronavirus (Covid-19) restrictions.	* It was noted works had been done to the hedgerow and remodelling works to the junction were underway. Further works to reduce the hedgerow height further were likely.	Clerk to keep on file.	N/A.

	▪ P18/154 + P20/228 – 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 provided Bedford Borough Council with latest risk assessments and inspection reports on 24th June 2020. Refer to agenda item P20/228. ▪ 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 has been informed (18th August 2020) these works will now be carried out by Bedford Borough Council’s own contractors and BBCllr/Cllr Wheeler will liaise with Canon Ackroyd to inform him of latest developments. Works have been delayed and are expected to be completed by the end of October 2020 *. ▪ P20/061 – 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. The clerk is now obtaining planning permission and sourcing suitable contractors to quote for the works. ▪ 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 area has been pressure washed and the works are programmed for early November 2020. ▪ 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 was growing into a highways street lighting column). The conifers have now been removed and the ash tree trimmed. Memorial Makeovers have provided the following update to the clerk (19th October 2020).			
P20/221	To receive and approve the Income & Expenditure report for all Planning & Environment cost centres and Earmarked Reserves report for all cost centres for 2020-21, 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 2020.
P20/222	a) Planning Applications – for resolution. 20/02299/FUL – 30 Tithe Barn Road. Single storey front extension.	Resolved TO OBJECT using the following material considerations: • The proposal would push forward the building line and would have an adverse effect on the street scene; • The proposal would add to parking congestion in the area. In the event Bedford Borough Council approved the application it was requested that the following planning condition be imposed: • Request that access to/from the rear of the property into the recreation ground not be used for the transportation/delivery or disposal of any planning/building materials associated with this application. Proposed: Cllr Quirk. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	20/02364/TPO – 61 Cause End Road. 5 lime trees pollard to approx 4-5m. 20/02373/FUL – 18 Granby Way. Single storey rear extension and loft conversion with rear dormer. b) Planning Approvals (by Bedford Borough Council) – for information only. None. 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. 20/01842/OUT – 18 and Land at 16 Bedford Road. Amended/Additional Plans received. This council previously raised AN OBJECTION.	Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by all present. It was noted the original objection still stood.		
P20/223	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.
P20/224	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.
P20/225	To consider committee financial requirements (annual expenditure, capital and revenue projects) for 2021-22, ahead of finalising the precept demand in January 2021 and to make recommendation to Full Council as necessary.	The clerk confirmed they would be working on the day to day running costs in the coming weeks. No further comments received.	Clerk to take forward.	Local Government Finance Act 1992, s41. Financial Regulations.

P20/226	To consider the renewal of a street trading consent outside of Bedford Town Centre for James Sharpe T/A Dessert Boss and to resolve a suitable course of action.	BBCllr Wheeler made the following observation: Bedford Borough Council were part of a campaign to reduce obesity levels in the borough and it was requested no stops were scheduled adjacent to the schools. Cllr Lloyd added the vehicle would exacerbate parking safety issues in those areas also. Resolved to accept the application, subject to the above caveats. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.
P20/227	To consider a response to Bedford Borough Council in relation to its Making of Order – Deletion of Public Footpath No 7 (Hall End adjacent to the Upper School) and to resolve a suitable course of action.	It was noted two residents had already submitted an objection to the proposal to delete the footpath. After detailed discussion it was resolved to object to the closure as it would cause safety concerns and confusion between dog walkers and horse riders in the area. Proposed: Cllr Randell. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.
P20/228	To consider a response to Bedford Borough Council in relation to its request to submit evidence of street lighting column structural testing (for columns owned/maintained by Wootton Parish Council) and to resolve a suitable course of action.	After detailed discussion it was resolved to respond as follows: - Due to the structure of the columns, the suggested testing could not be carried out; - If Bedford Borough Council wished to see further testing undertaken they would be required to take on the ownership of all columns;	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		• A Bedford Borough Council-owned street lighting column in the vicinity of the Cock Inn PH on Bedford Road remained damaged, despite it being reported to them by the parish council nearly two years ago. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.		
P20/229	To consider areas for hedgerow/tree planting following a presentation by Jo Roberts (Forest of Marston Vale) in relation to the FOMV's five year project to offer trees for planning to parishes based within the FOMV area and to resolve a suitable course of action.	After discussion it was agreed Cllr Quirk would map his recommendations and email a draft to all members for approval/additions, before submission to the Forest of Marston Vale. Resolved to accept the above. Proposed: Cllr Quirk. Seconded: Cllr Bygraves.	All to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.35pm.