



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

Minutes of the Virtual Meeting of the **Planning & Environment Committee** held via Zoom on Wednesday 10th March 2021 at 7pm.

Agenda no	Agenda item title			Power
Open Forum	There were no 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), Hensher, Lloyd, Noakes and 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
P21/056	Apologies for absence. Cllr Bygraves.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P21/057	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/058	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.
P21/059	Report from outside organisations – for information only.	No further comments received.	Clerk to keep on file.	N/A.

	- Bedford Borough Council. Sharnbrook Neighbourhood Development Plan. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012, Sharnbrook 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 Sharnbrook 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: - St. Peters Room, St. Peters Church, Church Lane, Sharnbrook. 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 31st March 2021.</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 plan will undergo independent examination and referendum.			
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	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/ - Bedford Borough Council. Milton Ernest Neighbourhood Development Plan. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012, Milton Ernest 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 Milton Ernest 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: - Milton Ernest Garden Centre, Radwell Road, Milton Ernest. 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			
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	neighbourhood development plan. <u>All representations must be received by 5pm on 11th April 2021.</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 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/ - Bedford Borough Council. Harrold Neighbourhood Development Plan. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012, Harrold 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 Harrold 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. If you are unable to view online, you can look at a paper copy of the documents by contacting David Brough, Harrold Parish Clerk. Please phone 07870 108315. Representations must be made in writing by (preferably using the consultation form provided on the website) and can be: - o emailed to: planningforthefuture@bedford.gov.uk; - or - o Posted to: Planning Policy Team, Bedford Borough Council, Borough Hall, Cauldwell Street, Bedford,			
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	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. All representations must be received by 5pm on 13th April 2021. 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 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/ - Bedford Borough Council. Street Trading (variation application), outside of town centre, James Sharpe T/A Dessert Boss. The variations to trading times and locations in respect of Folkes Road, Wootton have been refused by Bedford Borough Council. The consent to trade remains limited to 20 minutes as per the applicant's current consent. - Bedford Borough Council. Issue of a provisional certificate in relation to s278 works done on the C94 – Green Lane Junction, Stewartby. The works will become the responsibility of Bedford Borough Council following the completion of the maintenance period one year from the date of Bedford Borough Councils' letter (dated 4th February 2021).			
P21/060	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.

P21/061	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 24th February 2021.	Resolved to receive and adopt. Proposed: Cllr Randell. Seconded: Cllr Noakes. Resolved by all present. (To be signed in person by the Chairman after this meeting).	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P21/062	Matters arising from the minutes – for information only. Please inform the Clerk by Tuesday 9th March 2021 if you have information or a query on any item below. - 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. - 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	No further comments received.	Clerk to keep on file.	N/A.

	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. Bedford Borough Council has since requested further testing which cannot be undertaken due to the style of columns and it was resolved 28th October 2020 (FC20/228) that Bedford Borough Council take on the columns if further testing is required. The further testing issue has now been resolved and the clerk is currently awaiting the relevant paperwork, confirming bar one minor issue, all is in order. • 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. • 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 now recommended leaving the works until the end of 2020 to allow for further settlement which has been caused by the removal of the conifers. Memorial Makeovers have confirmed the structure remains sound and did revisit in early February 2021. The ground remains waterlogged. • P21/009 – Planning Application 20/02422/TPO – The Keeley, 155 Bedford Road. T1 Yew tree – fell to ground level. Concerns were previously raised the tree had been felled			
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	before expiration of the tree protection notice period. Bedford Borough Council has responded as follows: <i>“We are aware that the tree was removed without consent and the Council’s Tree Officer is in discussions with the owner’s tree surgeon to secure a replacement tree within the current planting season. We would have supported the tree’s removal but would have required a replacement tree by planning condition had the application been allowed to run its proper course”.</i> This committee noted Bedford Borough Council’s response at its meeting on 13th January 2021 and stated it would continue to monitor the situation. • P21/028 – Open Design Competition, Berryfields/Fields Road roundabout. Resolved 27th January 2021 (P21/028) to place an article in March’s Wootton newsletter inviting designs and/or proposals for the roundabout from residents and/or local schools.			
P21/063	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 Randell. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2020.
P21/064	a) Planning Applications – for resolution. 21/00443/FUL – Rosewood, 70 Keeley Lane. Conversion of garage to office including external alterations. 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 Quirk. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	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.			
P21/065	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.
P21/066	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.
P21/067	To consider a response to Bedford Borough Council in relation to its Pre-Order Consultation regarding the proposed extinguishment of part of public footpath 10, environs of Hall End Farm, Wootton, MK43 9HP and to resolve a suitable course of action.	Resolved not to object to the proposed extinguishment. Proposed: Cllr Randell. Seconded: Cllr Noakes. Resolved by majority vote.	Clerk to take forward.	Stakeholder Consultation.
P21/068	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).
P21/069	To receive a report from Cllrs Hensher and/or Quirk regarding the erection of a form of protection (possibly a post and rail timber erection or bollards) to prevent vehicular access to Popes Way Green (with exceptions) and to resolve a suitable course of action.	Cllr Hensher detailed a proposal to erect a form of protection and after discussion it was resolved to erect solid wooden posts on the grass area and two collapsible metal posts on the pavement area. It was further resolved to write to residents of Popes Way Green and revisit this resolution when those residents had opportunity to respond. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.17pm.

Planning & Environment Minutes 10th March 2021

Page | 9

Chairman.....

Date 31st March 2021