



WOOTTON PARISH COUNCIL



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Minutes of the **Planning & Environment Committee** meeting held on Wednesday 24th November 2021 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, Noakes and Randell. In attendance : Cllr Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. Also in attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	Cllr Watson.			
Agenda no	Agenda item title	Resolution	Action	Power
P21/263	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P21/264	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P21/265	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.

P21/266	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P21/267	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P21/268	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 27 th October 2021.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P21/269	Matters arising from the minutes – for information only. Please inform the Clerk by Tuesday 23rd November 2021 if you have information or a query on any item below. P21/262 – 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. 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. Resolved 31st March 2021 (P21/082) to accept that paperwork and again request Bedford Borough Council take on the ownership/maintenance of the streetlights. The clerk has now been informed Bedford Borough Council will draft a scheme plan, costings and payback period for consideration and continues to chase for an update. Resolved 10th November 2021 (P21/262) to have Bedford Borough Council upgrade all parish council-owned streetlights to non-heritage	N/A.	N/A.	N/A.

	style, on the understanding Bedford Borough Council would then adopt the same, at no additional expense to the parish council. • P21/171 – 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. Correspondence has been sent by recorded delivery to the registered address. Site visits with two further prospective contractors have been held and the clerk is awaiting quotations for remedial works. It should be noted the first contractor determined no urgent works were required and the war memorial was not likely to move/shift. Resolved 13th October 2021 (P21/235) to appoint Brown & Ralph to undertake further remedial works, after Remembrance Sunday 2021. • P21/249 – 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. Resolved 11th August 2021 (P21/183) to have all submissions professionally designed to ensure a level playing field ahead of a public vote. The clerk and Cllr Lloyd have met with a resident who will produce designs for the public vote. Resolved 27th October 2021 (P21/249) to include five of the designs in December 2021's Wootton newsletter for a public vote.			
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P21/270	To receive and approve the Income & Expenditure report for all Planning & Environment cost centres and Earmarked Reserves report for all cost centres for 2021-22, to date and to resolve a suitable course of action.	Resolved to receive and approve both reports without further comment. Proposed: Cllr Quirk. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021.
P21/271	a) Planning Applications – for resolution. 21/02803/FUL – 7 Johnson Avenue. Relocation of 1.8m high boundary fence. 21/02945/FUL – 7 Stewart Court. Single storey rear/side extension. 21/02960/FUL – 3 Foster Way. Single storey front and rear extension. 21/02986/FUL – 17 Duncombe Drive. Single storey rear extension. 21/02987/FUL – 32 Elmsdale Road. Single storey front extension, two storey side extension and internal alterations to existing dwelling (revised scheme). (The parish council raised no objection to a previous scheme, however Bedford Borough Council refused it). 21/02990/FUL – 23 Littlebrook Lane. Single storey side/rear extension to link to garage and partial garage conversion.	Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present. Resolved NO OBJECTION but to make the following observation: • The proposal may lead to loss of daylight to an adjacent property north of the site. Proposed: Cllr Quirk. Seconded: Cllr Lloyd. Resolved by all present. Resolved NO OBJECTION. Proposed: Cllr Quirk. Seconded: Cllr Lloyd.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	b) Planning Approvals (by Bedford Borough Council) – for information only. 21/02522/LDP – 18 Roundel Wootton. Certificate to confirm that the details submitted do not require planning permission (Single storey rear extension). Certificate issued. This council was not consulted on this application. 21/02405/LDP – 41 Folkes Road. Certificate to confirm that the details submitted do not require planning permission (New fence and gate to enclose to front garden). This council was not consulted on this application. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. None. d) Planning Refusals (by Bedford Borough Council) – for information only. 21/02569/LDP – 26 Tithe Barn Road. Certificate to confirm that the details submitted do not require planning permission (Erection of porch, mono-pitched roof above bay window and single storey rear extension). Certificate refused. This council was not consulted on this application. 21/02166/FUL – 30 Tithe Barn Road. First floor side extension and ground floor verandah to rear. This council previously raised AN OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State) – for information only. None.	Resolved by all present. No further comments received. No further comments received.		
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P21/272	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.
P21/273	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.
P21/274	To consider revised cemetery regulations for Lorraine Road cemetery (to include a pamphlet) and to resolve a suitable course of action.	In light of preliminary discussions on the wish to mark out and/or re-map the cemetery extension area (including the natural burial area), it was agreed to bring this agenda item back to a future meeting of this committee.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P21/275	To review fees for Lorraine Road cemetery and to resolve a suitable course of action.	Following discussions on the need to determine the size of caskets and plots, it was agreed to bring this agenda item back to a future meeting of this committee, when DEFRA had determined the outcome of its recent consultation on Environmental Permitting Regulations (and its effect on cemeteries).	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.20pm.