



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

Minutes of the **Planning & Environment Committee** meeting held on Wednesday 9th February 2022 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: Cllrs O'Dell and 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)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
P22/028	Apologies for absence. Cllr Watson.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P22/029	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
P22/030	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.

P22/031	Report from outside organisations – for information only. Bedford Borough Council. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012, Odell 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 Odell 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. 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. All representations must be received by 5pm on 8 March 2022. 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.	No further comments received.	Clerk to keep on file.	N/A.
P22/032	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P22/033	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 26 th January 2022.	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).
P22/034	Matters arising from the minutes – for information only. Please inform the Clerk by Tuesday 8th February 2022 if you have information or a query on any item below.	N/A.	N/A.	N/A.

	• 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 style, on the understanding Bedford Borough Council would then adopt the same, at no additional expense to the parish council. • P21/249 + P22/039 – 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.			
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	Resolved 27 th October 2021 (P21/249) to include five of the designs in December 2021's Wootton newsletter for a public vote. Refer to agenda item P22/039.			
P22/035	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 Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2021.
P22/036	a) Planning Applications – for resolution. 22/00218/FUL – 62 Hall End Road. Erection of garage in rear garden. b) Planning Approvals (by Bedford Borough Council) – for information only. 21/02990/FUL – 23 Littlebrook Lane. Single storey side/rear extension to link to garage and partial garage conversion. This council previously raised 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. None.	Resolved NO OBJECTION. Proposed: Cllr Noakes. Seconded: Cllr Quirk. Resolved by all present. No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.
P22/037	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.
P22/038	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.

P22/039	To consider next steps in relation to the Berryfields/Fields Road roundabout Open Design Competition following the closure of a public vote and to resolve a suitable course of action.	The winning design (as published in December 2021's edition of the Wootton Newsletter – Page 35) was 'C – Beacon with Flowers'. Next steps would be to approach Bedford Borough Council (as local highways authority) to secure permission to install the same. Resolved to accept the above. Proposed: Cllr Randell. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P22/040	To consider the dedication of trees recently planted as part of The Queen's Green Canopy, maintenance of the newly planted cemetery area and to resolve a suitable course of action.	The clerk had received a request from a resident to dedicate one of the 70 newly planted trees in memory of a deceased family member and had spoken to a Forest of Marston Vale representative during the tree planting event. They had advised against permitting the request, given the trees were planted and dedicated to HM The Queen. However, the resident was more than welcome to choose a further tree (possibly free from either Bedford Borough Council or the Forest of Marston Vale) to be planted elsewhere within Lorraine Road Cemetery. Cllr Quirk confirmed he was happy to meet with the resident to discuss options. After discussion it was resolved not to cut the grass within the newly planted cemetery area. Cllr Hensher would add some wild bluebells when appropriate. Resolved to accept the above. Proposed: Cllr Quirk. Seconded: Cllr Hensher.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Resolved by all present.		
P22/041	To consider timescales for the removal of seasonal memorials/decorations within Lorraine Road cemetery and to resolve a suitable course of action.	The clerk referenced a complaint that Christmas memorials had been removed in early-mid January. After discussion the following timetable was agreed: • Christmas memorials would be removed during the first week of February (to make way for Valentines memorials); • Valentines memorials would be removed during the first week of March; • Easter memorials would be removed six weeks after Easter Sunday. Resolved to accept the above. Proposed: Cllr Noakes. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P22/042	To consider locking the entrance gates to Lorraine Road cemetery and to resolve a suitable course of action.	The clerk referenced a complaint that a dog had soiled a plot within the cemetery. It was noted that, unfortunate and unwanted as it was, it could happen at any time day or night and locking the entrance gates would not act as prevention. BBCllr Wheeler confirmed he had received some new signage from Bedford Borough Council and Cllr Quirk agreed to install one sign in the vicinity, to act as a deterrent. Resolved to accept the above. Proposed: Cllr Quirk. Seconded: Cllr Hensher.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Resolved by all present.		
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Meeting closed at 7.17pm.