



WOOTTON PARISH COUNCIL



3 Longden Close

Haynes

Bedfordshire

MK45 3PJ

Tel: 07531 930788

Email: Clerk@Wootton-PC.gov.uk

Website: Wootton-pc.gov.uk



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Minutes of the **Planning & Environment Committee** meeting held on Wednesday 8th February 2023 at 7pm at
Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

Agenda no	Agenda item title			Power
Open Forum	There were two members of the public present who wished to discuss and observe discussions on agenda item P23/037. Cllr O'Dell moved this agenda item be heard after agenda item P23/026 and all members were in agreement. A further member of the public wished to raise concerns over trees on Popes Way. They believed remedial works recently undertaken as a result of the latest tree inspection report did not address the many small off-shoots which then fell to the ground and against houses. After discussion it was agreed these concerns would be brought to the next meeting of this committee. The resident confirmed they would again attend that meeting. There were no other members of the public or press present and so the meeting continued without further adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs O'Dell (in the chair), Bygraves, Hensher, Lloyd and Noakes. 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)	Cllr Quirk.			
Agenda no	Agenda item title	Resolution	Action	Power
P23/024	Apologies for absence. Cllr Randell.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P23/025	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.

P23/026	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.
P23/027	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P23/028	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P23/029	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 25 th January 2023.	Resolved to receive and adopt. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
P23/030	Matters arising from the minutes – for information only. P21/262 + P22/214 – 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	No further comments received.	N/A.	N/A.

	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. Upgrade works should be completed by the end of May 2022, however Bedford Borough Council has stated (9 th March 2022) two columns (one at Hall End and one at Potters Cross) are situated on private land (unadopted road) and cannot be upgraded/adopted *. Upgrade works were completed week commencing 12 th September 2022. Resolved 28 th September 2022 (P22/214) not to undertake any further maintenance works to the one silver-style column at Hall End. The clerk is awaiting further information from Bedford Borough Council regarding the final transfer.			
P23/031	To receive and approve the Income & Expenditure report for all Planning & Environment cost centres and Earmarked Reserves report for all cost centres for 2022-23, 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 Hensher. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2022.
P23/032	a) Planning Applications – for resolution. None. b) Planning Approvals (by Bedford Borough Council) – for information only. None. c) Planning Applications withdrawn (notified by Bedford Borough Council) – for information only. 22/02732/CPNQ – Agricultural Building, Keeley Lane. Change of Use Class Q Prior Notification Application. Prior notification for change of use from an Agricultural building to a dwellinghouse(s) (Use Class C3) including associated building operations reasonably necessary to convert the building. This is not a planning application because it relates to development that is permitted by Government Regulation. It will not therefore be reported to the Planning Committee but considered by officers under	No further comments received.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	delegated powers. Comments received will be considered but if notification of a decision is not made to the Applicant within 56 days of the date of registration of the proposal, it can proceed. If Officers confirm that the development can proceed, it must be completed within a period of 3 years starting with the prior approval date. This council previously raised NO OBJECTION. d) Planning Refusals (by Bedford Borough Council) – for information only. 22/01970/FUL – 44 Cause End Road. Proposed new dwelling and modifications to existing dwelling by blocking up of first floor side (east) window and the addition of front dormer, new access/crossover for existing dwelling. This council previously raised AN OBJECTION. 22/02635/FUL – 62 Folkes Road. Relocation of 2m high fence. This council previously raised AN OBJECTION. e) Planning (other – including Bedford Borough Council and the Secretary of State). Goods Vehicle Operator’s Licence. Sergejs Nikitins T/A Goldstar Heathrow Ltd of Colndale Road, Colnbrook, Slough, SL3 0HQ is applying for a licence to use Unit 5, Swallow Way, as an operating centre for 20 goods vehicles and 10 trailers. Owners or occupiers of land (including buildings) near the operating centre(s) who believe that their use or enjoyment of that land would be affected, should make written representations to the Traffic Commissioner at Hillcrest House, 386 Harehills Lane, Leeds, LS9 6NF, stating their reasons within 21 days of this notice. Representors must at the same time send a copy of their representations to the applicant at the address given at the top of this notice. A Guide to Making Representations is available from the Traffic Commissioner’s Office.	No further comments received. After discussion it was resolved to request Goodmans seek to remedy the noise caused by the ramp (actually a join in the road), leading to the Innovation Park. Further resolved to respond to the Traffic Commissioner requesting no vehicle movements between the hours of midnight and 6am, 7 days a week. Proposed: Cllr Lloyd. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file. Clerk to take forward.	
P23/033	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.

P23/034	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.
P23/035	To consider the renewal of a street trading consent outside of Bedford Town Centre for Antonio Pompa T/A Eatgelato and to resolve a suitable course of action.	Resolved to accept the new street trading consent without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.
P23/036	To receive a report from the Clerk and Cllr Lloyd regarding the issue of land ownership adjacent to St. Mary's Church, Church Road and to resolve a suitable course of action.	Cllr Lloyd provided a report which highlighted how the land ownership boundary in that area had changed since the 1980s, seemingly without due cause or reason. After detailed discussion it was resolved to respond to Bedford Borough Council stating the parish council did not agree with Wheatley Plc's findings that the lighting columns and litter bin were on their land. It was hoped Bedford Borough Council would counter Wheatley Plc's claim using Cllr Lloyd's findings that the street furniture items were in fact, on Bedford Borough Council Highways land. In the event this issue could not be resolved, it was further resolved Wootton Parish Council would not pay to have the litter bin in question re-sited. Proposed: Cllr O'Dell. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P23/037	To receive a report from the clerk to request a bench be sited in the vicinity of plots mid-way down Cemetery Extension One and to resolve a suitable course of action.	This agenda item was heard after agenda item P23/026. The two residents in attendance detailed their wish to site a memorial bench as	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		close as possible to the final resting place of their loved ones. After detailed discussion it was resolved in principle, to permit the bench and site it on the grassed Natural Burial Area, at the junction of the hard standing. Cllr Lloyd agreed to map the exact position (for final agreement by the residents). It was noted the bench (recycled plastic) would be sited on a concrete base and the clerk would purchase the bench and invoice the residents for both bench and installation. A memorial plaque would be purchased and invoiced in the same way and installed by Cllrs O'Dell and Randell. The bench would then be donated to the parish council for a nominal sum of £1 and would be added to the asset register and appropriate risk assessment schedule. Proposed: Cllr Hensher. Seconded: Cllr Noakes. Resolved by all present.		
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Meeting closed at 7.33pm.