



WOOTTON PARISH COUNCIL



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Minutes of the **Planning & Environment Committee** meeting held on Wednesday 22nd February 2023 at 7pm at
Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

Agenda no	Agenda item title			Power
Open Forum	One member of the public arrived at 7.09pm to discuss and observe discussions on agenda item P23/051. Cllr O'Dell moved this agenda item be heard after agenda item P23/046(a) and all members were in agreement. 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), 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)	Cllr Quirk.			
Agenda no	Agenda item title	Resolution	Action	Power
P23/038	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
P23/039	Disclosure of local and/or disclosable pecuniary interests. Cllr Bygraves declared a local interest in agenda item P23/046 (23/00290/S73A – 6 Fields Road).	Noted for the minutes.	Clerk to keep on file.	Localism Act 2011, Ch 7, s31.
P23/040	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.

P23/041	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
P23/042	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. None.	N/A.	N/A.	N/A.
P23/043	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 8 th February 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).
P23/044	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 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	No further comments received.	N/A.	N/A.

	should be completed by the end of May 2022, however Bedford Borough Council has stated (9th 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 12th September 2022. Resolved 28th 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.			
P23/045	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 Randell. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2022.
P23/046	a) Planning Applications – for resolution. 22/00245/FUL – 13 Payne Road. Single storey front/side extension and single storey rear extension. 23/00290/S73A – 6 Fields Road. Erection of store/home office building in rear garden (development already commenced) – (Retrospective Planning Permission Application). 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.	Resolved NO OBJECTION. Proposed: Cllr Randell. Seconded: Cllr Noakes. Resolved by all present. Proposed NO OBJECTION. Proposed: Cllr Randell. Seconded: Cllr Noakes. Resolved by majority vote. Cllr Bygraves did not take part in voting.	Clerk to keep on file.	Town & Country Planning Act 1990 & subsequent.

	e) Planning (other – including Bedford Borough Council and the Secretary of State). Revisiting a 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. Application for Premises Licence. Surendirakumar Sarangapany, Wootton’s Local Store, 43a Tithe Barn Road. Licensable activities to be: Retail sale of alcohol from 06:00 to 23:00 Monday to Sunday. Written representations should be sent to the Licensing Authority (Bedford Borough Council).	After discussion it was resolved to keep the parish council’s concerns as previously resolved – namely that no traffic movement be allowed between the hours of midnight and 6am, 7 days a week. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by all present. After discussion it was resolved to request should the licensing authority (Bedford Borough Council) permit the application, a caveat should be added stipulating all trading hours must match those of the Tesco store on Cause End Road. Proposed: Cllr Lloyd. Seconded: Cllr O’Dell. Resolved by majority vote.	Clerk to take forward. Clerk to take forward.	
P23/047	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.
P23/048	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.
P23/049	To consider the renewal of a street trading consent outside of Bedford Town Centre for Guiseppe Domenico Forte T/A Ice Cream Joe and to resolve a suitable course of action.	Resolved to accept the new street trading consent without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Stakeholder Consultation.

P23/050	To consider a request that additional works be carried out to trees on Popes Way Green and to resolve a suitable course of action. A resident attended the previous meeting of this committee and spoke under Open Forum to express their disappointment in works carried out (October 2022), as part of the tree inspection report undertaken by FA Bartlett Tree Experts (August 2022).	The clerk read a statement received in the resident's absence. All members had undertaken a site visit ahead of this meeting. After discussion it was resolved to adhere to the tree inspection report findings (produced by a reputable company employing qualified tree surgeons). The next inspections would be carried out in August 2023 or soon thereafter and no additional works would be undertaken in the meantime. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
P23/051	To receive a request to erect a temporary headstone on a plot within Cemetery Extension One at Lorraine Road cemetery and to resolve a suitable course of action.	This agenda item was heard after agenda item P23/046(a). The resident gave a detailed explanation as to the background behind this request and sympathies were extended to them on their loss. After discussion it was agreed to permit the request to erect a temporary headstone, subject to the following caveats: • Proposed wording to be agreed ahead of purchase by the Clerk to the Council; • After a period of three years (subject to no objections having been received during that time), the structure could be replaced with a permanent headstone, should the resident wish; • Were an objection received during that period of three years, said objector would be required to attend a future meeting of this committee to put their case forward for consideration.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.		
P23/052	To receive and approve the final drawings from Coloini & Lane Architecture Ltd for the proposed Changing Rooms/Toilet Block remodelling/demolition project, ahead of a planning application submission and to resolve a suitable course of action.	Cllr Lloyd stated the exterior wooden cladding option could be easy to vandalise, however the final drawings allowed for that option or rendering as a second option. On that basis, it was resolved to receive and approve the final drawings ahead of a planning application submission. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 7.45pm.