



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Roads and Pavements Safety Steering Group meeting on
Wednesday 19th March 2025 at 7pm at Wootton Community Centre, Harris Way, Wootton, MK43 9FZ
for the purpose of transacting the following business:

Agenda no	Agenda item title	Power
Open Forum	<i>(Members of the public are welcome to present any matter relevant to the wellbeing of Wootton Parish and each parishioner will receive the attention of the council for a period not exceeding 3 minutes, with a maximum of 15 minutes in total. Please contact the Clerk no later than the morning of the meeting if you wish to do so). Recording, including filming, audio recording, taking photographs, blogging, tweeting and the use of other social media websites is permitted at council meetings which are open to the public. Anyone wishing to do so MUST speak to the chairman prior to the meeting as the parish council has an Audio-Visual Recording, Filming and Photographing of Meetings/Committee Meetings policy, which must be adhered to.</i>	Public Bodies (Admissions to Meetings) Act 1960, s1(1).
RP25/009	Apologies for absence.	Local Government Act 1972, s85 (1+2) & Sch 12, Part VI, p40.
RP25/010	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
RP25/011	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	Localism Act 2011, Ch 7, s33.
RP25/012	Report from outside organisations – for information only. None.	N/A.
RP25/013	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.
RP25/014	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/. Members of the Roads and Pavements Safety Steering Group are asked to receive and adopt the minutes of Roads and Pavements Safety Steering Group meeting held on 15th January 2025.</i>	Local Government Act 1972, Sch 12, Part VI, p41 (1).
RP25/015	Matters arising from the minutes – for information only.	N/A.

	Please inform the Clerk by Tuesday 18 th March 2025 if you have information or a query on any item below. The Chairman may request around the table updates at this meeting.	
RP25/016	To review, amend and approve the Roads and Pavements Safety Steering Group Project Action Plan and to take the same to Full Council for formal approval. Appendix One.	Localism Act 2011, Ch 1, s1-8.

Sue Edgar Playford

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Sue Edgar Playford BA (Hons) PSLCC AICCM,

Clerk to the Council and Responsible Financial Officer,

12th March 2025.

ROADS AND PAVEMENTS SAFETY STEERING GROUP PAP¹ 2024-25

WPC² publishes a BAP³ annually in May, drawn from the budget which is formally set in January, and which includes project expenditure for the upcoming year. The R&PSSG⁴ committee will produce its own PAP, to be reviewed and amended as necessary at each committee meeting, after which it will be formally reviewed and approved by Full Council, alongside the BAP.

Please refer to earlier published minutes of this Steering Group for PAP information relating to 2024 and/or earlier. These are available to view either via the Clerk to the Council or at: <https://wootton-pc.gov.uk/parish-council/committees/roads-pavements/>

The Roads & Pavements Safety Steering Group committee's projects for 2024-25 are:

Issue	How identified?	Timescale	Budget	Action/Update	Project Manager
Bedford Road pavement trip hazard (new development at 16-18 Bedford Road).	Cllr O'Dell.	2025.	BBC/ Developer to finance.	<u>17th July 2024</u> BBCllr/Cllr Wheeler confirmed ahead of this meeting, the repairs had been effected in part, however this section of pavement was scheduled for full resurfacing works as part of The Cock Inn to Post Office works. BBC ⁵ would apportion the necessary charges to the developer. <u>15th January 2025</u> BBC confirmed full resurfacing works should be completed by the end of this financial year.	Cllr O'Dell.
Burgoyne Avenue speed measures.	Residents.	2024.	BBC.	<u>17th January 2024</u> Concerns had been raised that existing speed cushions did not restrict vehicles to 20MPH – speeding remained an issue.	BBC.

¹ Project Action Plan.

² Wootton Parish Council.

³ Business Action Plan.

⁴ Roads & Pavements Safety Steering Group.

⁵ Bedford Borough Council.

Appendix One

				<u>17th July 2024</u> Members resolved this item should remain on the project action plan until the adoption process was complete – at which time this safety steering group would again lobby for additional speed measures and request the presence of Wootton’s Speed Watch group.	
Fields Road pavement pinch point.	BBC.	Ongoing.	BBC.	<u>17th July 2024</u> Talks had resurfaced again in relation to the one area along Fields Road pavement (north) which was not piped or infilled during works to widen the pavement between Bedford Road and the Berryfields roundabout. Those works were to provide a three metre (or such width as could be achieved within the highway) footway/cycleway as detailed within a Planning Obligation by Deed of Agreement (s106 Agreement) dated 16th May 2018, between BBC and Goodman Logistics Bedford (GP) LLP (Acting as General Partner of Goodman Logistics Bedford (UK) LP), Goodman Logistics Bedford Nominee (UK) Ltd and Goodman Real Estate (UK) Ltd. Members were asked to support a proposal this area now be piped and infilled (costings to be borne by BBC) noting that: • The pavement was a designated safe route to school. • The pavement was detailed within the s106 agreement referenced above as a shared footway/cycleway. Removing the pinch point would provide safer access for all. • The adjacent bus stop was used by a significant number of bus users following changes to the bus route and removing the pinch point would provide a bigger and safer area for waiting.	BBC.

Appendix One

				Members resolved to support the proposal, make the same recommendation to Full Council and inform BBC of the same. <u>18th September 2024</u> BBCllr/Cllr Wheeler confirmed BBC was securing funding to take this proposal forward. <u>15th January 2025</u> BBCllr/Cllr Wheeler confirmed ahead of this meeting BBC funding had been allocated to this project, which was likely to be completed in Spring 2025.	
Fields Road pedestrian crossing (request for additional)	Resident.	Ongoing.	BBC.	<u>19th March 2025</u> Request was made for an additional pedestrian crossing to be installed on Fields Road, possibly in the vicinity of the newly installed dropped kerbs at the junction of Fields Road and Summerfield Drive. BBC has responded to the request, stating the site will be assessed and prioritised. At the present time, a budget heading has yet to be identified by Bedford Borough Council and timescales are unknown.	
Pavement/all parking issues – including white and yellow lining – village wide.	Residents.	Ongoing.	Not yet identified.	<u>Summary of 2024</u> <u>HALL END – FRONTAGE OF THE CHEQUERS PH CAR PARK</u> WPC submitted a request for minor adjustments to the original proposal (following BBC's receipt of several public responses), however BBC responded stating a further consultation (at a further cost of £1.5k) would be necessary. Advice was to install the restrictions as originally proposed and monitor the impact to see if further restrictions were required. A sealed order had been made to move installation forward.	Cllr O'Dell.

				<u>LORRAINE ROAD/CAUSE END ROAD JUNCTION</u> The Clerk informed BBC there were no amendments required in relation to BBC's proposal for yellow lining at this junction (15th October 2024). <u>FIELDS ROAD/SUMMERFIELD DRIVE JUNCTION</u> This proposal was placed on hold pending the outcome of proposed dropped kerbing/tactile paving works in the same area (see separate item under Fields Road/Summerfield Drive – dropped kerbs/tactile paving). Members agreed to continue with the request to install double yellow lining only, leaving the dropped kerbing for the time being. <u>BEDFORD ROAD/CAUSE END ROAD ROUNDABOUT TO THE BUS-SHELTER BEDFORD BOUND OPPOSITE MANOR ROAD FLATS</u> The Clerk had been informed BBC did not have a budget currently to carry out these works. Were WPC to pay it would cost in the region of £1.5k. Members agreed to keep this proposal on file until further notice, in the hope one consolidated proposal could be made (potentially covering other areas). <u>VEHICULAR USE OF MANOR ROADS PAVEMENT – ACCESSING ONTO BEDFORD ROAD</u> During discussions it became apparent vehicles were using a footpath opposite the Bedford-bound bus shelter to exit onto Bedford Road from Manor Road. BBCllr/ClIr Wheeler agreed to take this forward with bpha⁶ who owned the land in question.	
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⁶ Bedfordshire Pilgrims Housing Association.
RP25/016 Project Action Plan

				<u>15th January 2025</u> <u>HALL END – FRONTAGE OF THE CHEQUERS PH CAR PARK</u> Yellow lining had been completed in part, however a parked vehicle was obstructing completion of those works in full. <u>LORRAINE ROAD/CAUSE END ROAD JUNCTION</u> Works were completed. The Clerk informed members a resident had emailed to complain about the extent of the lining and lack of publicity ahead of the scheme being implemented. The resident was informed whilst WPC requested the scheme following a request from other residents, the proposal and publicity was taken forward by BBC. The resident was also invited to attend this meeting but declined. Move to close. Members agreed (20th November 2024) to save costs on public notices to pool all outstanding/further requests for yellow lining into one request to be taken to BBC at a future stage (within a three-six month period, numbers depending). Outstanding potential schemes included: • Fields Road/Summerfield Drive junction; • Bedford Road/Cause End Road roundabout (Bedford-bound). Cllr Kay had received a request for a yellow lining scheme at the junction of Mephram Road/Bedford Road but was informed this had previously requested and not taken forward by BBC. He had also been requested to take forward a yellow lining scheme at a further location and agreed to provide	
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Appendix One

				fuller details at a future meeting of this safety steering group. <u>VEHICULAR USE OF MANOR ROADS PAVEMENT – ACCESSING ONTO BEDFORD ROAD</u> BBCllr/Cllr Wheeler confirmed bpha had spoken to a client who agreed to stop using this non-vehicular access point in future. Members agreed to keep this issue open to ensure the same. <u>19th March 2025</u> <u>HALL END – FRONTAGE OF THE CHEQUERS PH CAR PARK</u> Yellow lining had been completed in part, however a parked vehicle was obstructing completion of those works in full. BBCllr/Cllr Wheeler will follow up on this. <u>VEHICULAR USE OF MANOR ROADS PAVEMENT – ACCESSING ONTO BEDFORD ROAD</u> BBCllr/Cllr Wheeler confirmed bpha had spoken to a client who agreed to stop using this non-vehicular access point in future. Members agreed to keep this issue open to ensure the same. No further update received. <u>PAVEMENT PARKING</u> <u>Summary of 2024</u> No further update was received in relation to Central Government’s consultation on pavement parking: https://www.gov.uk/government/consultations/managing-pavement-parking.	
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Appendix One

				The website continued to state feedback was being analysed with an addition 'this was published under the 2019 to 2022 Johnson Conservative government'. <u>19th March 2025</u> Cllr O'Dell reported ahead of this meeting that Marsha de Cordova MP (Labour) addressed the House of Commons on 29th January 2025, resulting in her Pavement Parking Bill having its first reading. The point was made that pavement parking bans existed in London and Scotland and should be extended to England and Wales. Reference was also made to the Central Government consultation as referenced above. The second reading is scheduled for 16th May 2025. <u>NO PARKING ON VERGES SIGNAGE – FIELDS ROAD PAVEMENT</u> BBC confirmed there was a 3–4-month lead time for the signage. Installation was expected by the end of this financial year (31st March 2025).	
Pavements and Roads – all resurfacing/remedial works.	Resident.	Ongoing.	BBC.	<u>PAVEMENTS</u> <u>19th March 2025</u> Refer to Appendix Two. <u>ROADS</u> <u>19th March 2025</u> Refer to Appendix Two.	BBC.
Sanders Way – dropped kerbs (to include additional areas also along Lorraine Road)	Request from resident.	Ongoing.	BBC.	<u>Summary of 2024</u> The Clerk and BBCllr/Cllr Wheeler continued to chase in relation to outstanding tactile paving in areas along Lorraine Road.	BBC.

Appendix One

				<u>15th January 2025</u> Cllr O'Dell requested ahead of this meeting that, in addition to chasing BBC for a further update on these outstanding works, a request be made (in light of the severe delay) to add tactile paving to the existing pair of dropped kerbs at the junction of Lorraine Road and Farrell Road. Members agreed to make this recommendation to Full Council. <u>19th March 2025</u> BBC has confirmed the additional request (15th January 2025) will be added to the outstanding works for the financial year 2025-26.	
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To be reviewed at each Roads & Pavements Safety Steering Group meeting.

Roads & Pavements Safety Steering Group	
Pavements – requested by WPC for programming by BBC in 2024/25	
Area	Comments
Bedford Road: Cock Inn PH to the Post Office.	<u>15th January 2025</u> COCK INN PH TO POST OFFICE – BOTH SIDES BBC confirmed full resurfacing works should be completed by the end of this financial year.
Cause End Road.	<u>18th September 2024</u> A resident had requested Cause End Road be considered for resurfacing, including the area adjacent to no. 6, where the pavement was reported to be subsiding. BBCllr/Cllr Wheeler agreed to request BBC score the area. <u>15th January 2025</u> In relation to the request for resurfacing to include the area adjacent to no. 6 Cause End Road, BBCllr/Cllr Wheeler had requested an update from BBC ahead of this meeting and had been told a start date had been requested. A resident requested the length of Cause End Road pavement be considered for resurfacing, as they were struggling with mobility scooter issues when travelling along it. BBCllr/Cllr Wheeler suggested ahead of this meeting that members consider a full programme of pavement works for 2025/26 which he would pass to BBC. It was agreed the Clerk would email members requesting each cover an area of the village to ensure all pavements deemed in need of remedial works were scored at the earliest opportunity by BBC – for potential inclusion within BBC's programme of works for 2025/26 – now moved to the 2025/26 section below.
Lorraine Road.	<u>15th January 2025</u> BBC confirmed full resurfacing works should be completed by the end of this financial year.
Pavements – TO BE requested by WPC for programming by BBC in 2025/26 – please note this is still an ongoing list and will need to be prioritised at the meeting on 19 th March 2025	
Area	Comments
Bedford Road: - Cause End Road to Elmsdale Road, both sides. - Keeley Farm Court to the village boundary with Kempston Rural).	
Canons Close.	<u>19th March 2025</u>

Appendix Two

	See attached report – Appendix Three.
Cause End Road – entire length, both sides.	<u>19th March 2025</u> As per resident request from 2024/25.
Church Road.	<u>19th March 2025</u> See attached report – Appendix Three.
Farrell Road.	<u>19th March 2025</u> See attached report – Appendix Three.
Foster Way – entire length, both sides.	
Jenkyn Road.	<u>19th March 2025</u> See attached report – Appendix Three.
Manor Road – entire length, both sides.	
Mepham Road – entire length, both sides.	
Potters Cross – entire length, both sides.	
Russell Way.	<u>19th March 2025</u> See attached report – Appendix Three.
St. Mary's Road.	<u>19th March 2025</u> See attached report – Appendix Three.
Studley Road.	<u>19th March 2025</u> See attached report – Appendix Three.
Summerfield Drive and estate therein.	<u>19th March 2025</u> See attached report – Appendix Four (please note road surfaces have also been included within this report).
Tithe Barn Road.	<u>19th March 2025</u> See attached report – Appendix Three.
Roads – requested by WPC for programming by BBC in 2024/25	
Area	Comments
Hall End Road (adjacent to the upper school).	<u>15th January 2025</u> BBCllr/Cllr Wheeler had received no further update. <u>19th March 2025</u> BBCllr/Cllr Wheeler will endeavour to learn timescales ahead of this meeting.
Lorraine Road (top of Cause End Road closest to St. Mary's Church to Lorraine Road cemetery entrance).	<u>15th January 2025</u>

Appendix Two

	BBC notified WPC ahead of this meeting, that resurfacing works were programmed between 10th-20th February 2025 (top of Cause End Road closest to St. Mary's Church to the junction with Canons Close). <u>19th March 2025</u> Works have been completed, however the contractors left a lay-by in Lorraine Road in a poor state of repair and have been instructed by BBC to return and remedy the same.
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<u>Jenkyn Road</u> Outside 21 – Tree roots have come through the surface. Outside 11 – Tree roots have come through the surface.
<u>Russell Way</u> Outside 11 – Surface has erupted causing a number of trip hazards.
<u>Church Road</u> Outside 3 – Surface is broken and outside entrance gate is a large hole. Outside 38 – Surface is broken.
<u>Tithe Barn Road</u> Outside 1B – Surface has erupted causing numerous trip hazards.
<u>Cause End Road</u> Outside 10 – pathway broken up Outside 16A – pathway broken up Outside 18A – pathway broken up Outside 44 – pathway broken up in 3 separate spots Outside 58 – pathway broken up Outside 58A – pathway broken up Outside 72 – pathway broken up Outside 78 – hole in pathway Outside 90 – pathway broken up
<u>St Marys Road</u> Opposite 83 – path covered in moss making it slippery Outside 50 – Surface broken. Outside 40 – 48 - Surface broken. Outside 22 – Surface broken. Entrance to Church Hall – Surface broken.
<u>Lorraine Road</u> Outside 10 – surface broken up. Outside 17 – surface broken up. Outside 33 to 35 – surface broken up. Opposite 45 on corner surface has broken up causing a trip hazard. Outside 67 – surface broken up.
<u>Farrell Road</u> Outside 14 – surface broken up.
<u>Canons Close</u> Outside 1 – surface broken up. Outside 6 – surface broken up. On corner of Lorraine Road & Canons Close – surface has broken up.
<u>Studley Road</u> Outside 5 – surface broken up. Outside 7 – surface broken up.

Foxhollow Estate





Entrance to Summerfield Road

Cracking in road surface



East side pathway on entrance to Summerfield Drive

Cracking of pathway





Summerfield Drive between junction with
Bellamy Road and Barnes Road

Cracking in road surface



F



Summerfield Road footpath south of Barnes Road
Cracking of pathway

G



H



Pathway between Summerfield Road and Hillcroft
Severe cracking of surface

H





Bellamy Road

Cracking in road surface

No tarmacked pathway on either side therefore pedestrians use roadway due to state of grass area which also cannot be used by wheelchair users or those with wheeled buggies.

