



WOOTTON PARISH COUNCIL



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Minutes of the **Roads and Pavements Safety Steering Group** meeting held on
Wednesday 13th August 2025 at 8.15pm at Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

Agenda no	Agenda item title	Resolution	Action	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 Lloyd (in the chair), Bygraves, Lincoln, Noakes, O'Dell and Randell and non-councillor members Clive Baker (CB) and Tony Ireland (TI). 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
RP25/025	Apologies for absence. None.	N/A.	N/A.	Local Government Act 1972, s85 (1+2) & Sch 12, Part VI, p40.
RP25/026	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
RP25/027	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.
RP25/028	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
RP25/029	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.	N/A.	N/A.

	None.			
RP25/030	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/.</i> 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 21 st May 2025.	Resolved to receive and adopt. Proposed: Cllr Lincoln. Seconded: Cllr O'Dell. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
RP25/031	Matters arising from the minutes – for information only. Please refer to the Project Action Plan for fuller information.	N/A.	N/A.	N/A.
RP25/032	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.	Resolved to review, amend and approve the Project Action Plan and take the same to Full Council for formal approval. Proposed: Cllr Lincoln. Seconded: Cllr Randell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed 8.34pm.

ROADS AND PAVEMENTS SAFETY STEERING GROUP PAP¹ 2025-26

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 2025-26 are:

Issue	How identified?	Timescale	Budget	Action/Update	Project Manager
Berry Wood Car Park – Cranfield Road – exit	Cllr Noakes.	2025.	BBC.	<u>21st May 2025</u> Cllr Noakes stated when exiting the car park onto Cranfield Road it was impossible to see oncoming vehicles travelling away from Wootton, due to overgrowth. Cllr Noakes agreed to send photographic evidence to the Clerk to request remedial action. <u>13th August 2025</u> The Clerk had sent all evidence via email to BBCllr/Cllr Wheeler, who had forwarded the same to the relevant BBC⁵ department for remedial works to be considered. Although it was understood the Forest of Marston Vale were taking over this area, BBCllr/Cllr Wheeler had been asked to chase for	Cllr Noakes.

¹ Project Action Plan.

² Wootton Parish Council.

³ Business Action Plan.

⁴ Roads & Pavements Safety Steering Group.

⁵ Bedford Borough Council.

Appendix One

				urgent remedial works as the limited visibility issue remained.	
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. <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.	BBC.
Fields Road pavement pinch point and request for an additional pedestrian crossing.	BBC.	Ongoing.	BBC.	<u>PINCH POINT</u> <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.	BBC.

				• 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. 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. <u>21st May 2025</u> BBCllr/Cllr Wheeler confirmed a feasibility study was being undertaken by BBC, which now included the request for an additional pedestrian crossing. It was agreed to merge the two items, moving forward. <u>13th August 2025</u> BBCllr/Cllr Wheeler confirmed ahead of this meeting, works to the pinch point were unlikely before summer 2026 (as was the pedestrian crossing).	
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Appendix One

				<u>PEDESTRIAN CROSSING</u> <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 had responded to the request, stating the site would be assessed and prioritised. At the present time, a budget heading had yet to be identified by Bedford Borough Council and timescales were unknown. <u>21st May 2025</u> BBCllr/Cllr Wheeler confirmed a feasibility study was being undertaken by BBC, which now included the request for an additional pedestrian crossing. It was agreed to merge the two items, moving forward. <u>13th August 2025</u> BBCllr/Cllr Wheeler confirmed ahead of this meeting, the pedestrian crossing was on BBC's travel plan, but works were not expected before summer 2026.	
Pavement/all parking issues – including white and yellow lining – village wide.	Residents.	Ongoing.	Not yet identified.	<u>YELLOW LINING</u> <u>21st May 2025</u> <u>HALL END – FRONTAGE OF THE CHEQUERS PH CAR PARK</u> Works were now complete. Move to close. <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	Cllr O'Dell.

				this issue open to ensure the same. BBCllr/Cllr Wheeler was aware the same issue was once again occurring and agreed to speak again with bpha. <u>BEDFORD ROAD/CAUSE END ROAD ROUNDABOUT TO THE BUS-SHELTER BEDFORD BOUND OPPOSITE MANOR ROAD FLATS</u> AND <u>FIELDS ROAD/SUMMERFIELD DRIVE JUNCTION</u> AND <u>FIELDS ROAD/MONOUX ROAD JUNCTION</u> All three proposals were currently being dealt with by Bedford Borough Council, with public consultations ongoing. <u>CAUSE END ROAD/LORRAINE ROAD JUNCTION</u> The Clerk received a request from a resident that the recently installed yellow lining along Cause End Road be extended to include frontage opposite Tesco. After discussion it was agreed to consult with BBC on the issue and request a solution and to request Tesco clearly mark their parking bays. <u>13th August 2025</u> <u>VEHICULAR USE OF MANOR ROAD PAVEMENT – ACCESSING ONTO BEDFORD ROAD</u> BBCllr/Cllr Wheeler confirmed ahead of this meeting, he had again spoken with bpha. The vehicle had not been seen for some time. <u>BEDFORD ROAD/CAUSE END ROAD ROUNDABOUT TO THE BUS-SHELTER BEDFORD BOUND OPPOSITE MANOR ROAD FLATS</u> AND <u>FIELDS ROAD/SUMMERFIELD DRIVE JUNCTION</u> AND	
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				<u>FIELDS ROAD/MONOUX ROAD JUNCTION</u> All three proposals were currently being dealt with by Bedford Borough Council, with public consultations ongoing. <u>CAUSE END ROAD/LORRAINE ROAD JUNCTION</u> The Clerk received a request from a resident that the recently installed yellow lining along Cause End Road be extended to include frontage opposite Tesco. After discussion it was agreed to consult with BBC on the issue and request a solution. It was agreed not to request Tesco carry out works to mark their parking bays. Bedford Borough Council had since responded with the following statement: <i>“We would be concerned that any additional yellow lines will push the problems elsewhere in the road as restrictions do not make the traffic disappear. All successful / popular shops will always attract drivers who want to park nearby. Installing more restrictions, may make drivers think about using other shops etc affecting business”.</i> Members agreed to take no further action. <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. The website continued to state feedback was being analysed with an addition ‘this was published under	
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				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 was scheduled for 16th May 2025. The Clerk added she and Cllr Lloyd had recently met with Blake Stephenson MP who agreed to raise the issue of pavement parking (and lack of movement since the consultation noted above*) with the Department of Transport. <u>21st May 2025</u> Blake Stephenson MP asked the Secretary of State for Transport on 19th March 2025 if “...<i>she will make it her policy to introduce a ban on pavement parking in non-metropolitan areas</i>”. Response is “<i>The Department has been considering all the views expressed in response to the consultation in 2020 and is currently working through the policy options and the appropriate means of delivering them. As soon as the Government has decided its preferred way forward, we will announce the next steps and publish our formal response. In the meantime, local authorities can make use of existing powers to manage pavement parking</i>”.	
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				Cllr O'Dell noted a second reading of Marsha de Cordova MP's pavement parking bill was due in July 2025. <u>13th August 2025</u> Cllr O'Dell requested BBCllr/Cllr Wheeler forward a response from Bedford Borough Council's Parking Services to Blake Stephenson MP, to emphasise how local councils were virtually powerless when dealing with pavement parking. Marsha de Cordova MP (Labour)'s Pavement Parking Bill was now not scheduled to have its second reading until 17th October 2025. <u>NO PARKING ON VERGES SIGNAGE – FIELDS ROAD PAVEMENT AND POTENTIALLY OTHER AREAS</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). <u>21st May 2025</u> The Clerk confirmed she was continuing to chase BBC for an update on timescales. <u>13th August 2025</u> The Clerk informed BBC that additional signage between Bedford Road and the care home on Fields Road should be considered and all signage should be double-sided, to be clearer. No response had been received to date and members agreed to keep chasing for both additional and double-sided signage. In light of the delays to the Pavement Parking Bill second reading, Cllr O'Dell proposed members gave thought to other village pavement areas which	
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Appendix One

				could be considered for “no parking on verges” signage. All proposals would be considered at a future meeting of this safety steering group.	
Pavements and Roads – all resurfacing/remedial works.	Resident.	Ongoing.	BBC.	<u>PAVEMENTS</u> <u>13th August 2025</u> Refer to Appendix Two. <u>ROADS</u> <u>13th August 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. <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 confirmed the additional request (15th January 2025) would be added to outstanding works for the financial year 2025-26. <u>21st May 2025</u> BBCllr/Cllr Wheeler confirmed he was arranging a village-wide site visit with BBC Highways to address all issues within this project action plan. It was also hoped BBCllr Gribble would attend the next meeting of this safety steering group.	BBC.

Appendix One

				<u>13th August 2025</u> BBCllr/Cllr Wheeler continued to chase. Cllr O'Dell proposed the Clerk address this issue with the Borough Council's Portfolio Holder.	
Speed Indicator Device (SID) on Bedford Road (in the vicinity of the Memorial Hall) and Cranfield Road	Cllr O'Dell.	Ongoing.	BBC.	<u>21st May 2025</u> Cllr O'Dell requested BBC be asked if the Bedford Road device could be re-positioned and upgraded to contain the same level of information provided by the device along Ridge Road. Cllr O'Dell further requested BBC be asked if the Cranfield Road device (now switched off) could be re-purposed within the village. Answers (and costings) would determine whether this safety steering group could lobby for these changes/amendments. <u>13th August 2025</u> Bedford Borough Council confirmed it was seeking quotes for the electrical supplies to be disconnected (all signs were fed from the mains). Those quotations would then be shared with the Parish Council, for its consideration.	Cllr O'Dell.

Pavements – requested by WPC for programming by BBC in 2025/26 (and including works not completed by BBC during 2024/25)	
Area	Comments
Bedford Road: • Cause End Road to Elmsdale Road – both sides. • Cock Inn PH to the Post Office – both sides and including the trip hazard at 16-18 Bedford Road. • Keeley Farm Court to the village boundary with Kempston Rural.	<u>21st May 2025</u> Cock Inn PH to the Post Office has been carried over from 2024/25. <u>13th August 2025</u> • Cause End Road to Elmsdale Road (both sides). BBC confirmed this was an area to monitor and was not high priority. • Cock Inn PH to the Post Office. The Clerk was awaiting confirmation from Bedford Borough Council regarding scoring/potential remedial works. Given this area had been initially earmarked for works during the financial year 2024/25 and still contained a trip hazard adjacent to 16-18 Bedford Road, Cllr O'Dell proposed the Clerk address this issue with the Borough Council's Portfolio Holder. • Keeley Farm Court to the village boundary with Kempston Rural. BBC confirmed this was an area to monitor and was not high priority.
Canons Close – outside 1 and 6 – surface has broken. The corner with Lorraine Road has broken also.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound. It stated – minor damage to areas, no action at this time – will continue to monitor.
Cause End Road – entire length, both sides.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound. It stated – no actionable defects found at this time. Will consider adding this to scheme request list for scoring and future surfacing consideration.
Church Road – outside 3 – surface is broken and there is a large hole outside the entrance gate. Outside 38 – surface is broken.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound. It stated – outside 38, a works order has been raised for minor patching.
Farrell Road – outside 14 -surface is broken.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound. It stated – minor damage to area outside 14, does not meet intervention for repair at this time. Will monitor through inspection programme.
Foster Way – entire length, both sides.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound. It stated – no actionable areas found, minor damage in places. Will monitor through inspection programme.
Jenkyn Road – outside 21 – tree roots have come through the surface and outside 11 – tree roots have also come through the surface.	<u>13th August 2025</u>

Appendix Two

	Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound save for outside 19/21. An order to remedy root heave had been raised.
Lorraine Road.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound save for outside 41/43. An order to remedy defects had been raised.
Manor Road – entire length, both sides.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound save for outside 19. An order to remedy defects had been raised.
Mepham Road – entire length, both sides.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound. It stated – no areas of concern.
Potters Cross – entire length, both sides.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound. It stated – no areas of concern.
Russell Way – outside 11 – surface contains multiple trip hazards.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound. It stated – minor damage to areas, no action at this time – will continue to monitor.
St. Mary's Road – entire length, both sides.	<u>13th August 2025</u> Bedford Borough Council confirmed this area had been provisionally booked in for resurfacing works in its 2026/27 financial year.
Studley Road – outside 5 and 7 – surface has broken.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound save for outside 5/7. An order for patching was pending and it would look to add this to its capital request list for future resurfacing due to undulated areas.
Summerfield Drive and estate therein –Summerfield Drive by the entrance east side has cracked, Summerfield Road south of Barnes Road has cracked, Summerfield Drive and Hillcroft has severe cracking.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, with minor cracking. Will monitor through inspection programme.
Tithe Barn Road – entire length, both sides.	<u>13th August 2025</u> Bedford Borough Council confirmed this area was aesthetically poor, but structurally sound. It stated – no areas of concern.
Roads – requested by WPC for programming by BBC in 2024/25	
Area	Comments
Fields Road (several areas).	<u>13th August 2025</u> Cllr Lloyd noted several areas along Fields Road that appeared to be 'dipping' and crumbling away underneath. The Clerk requested members send

Appendix Two

	photographic evidence before a report was made to Bedford Borough Council.
Hall End Road (adjacent to the upper school).	<u>15th January 2025</u> BBCllr/Cllr Wheeler had received no further update. <u>21st May 2025</u> BBCllr/Cllr Wheeler confirmed he was arranging a village-wide site visit with BBC Highways to address all issues within this project action plan. It was also hoped BBCllr Gribble would attend the next meeting of this safety steering group. <u>13th August 2025</u> Temporary repairs had been made in this area. The Clerk was awaiting further confirmation from Bedford Borough Council regarding scoring/potential additional remedial works.

To be reviewed at each Roads & Pavements Safety Steering Group meeting.