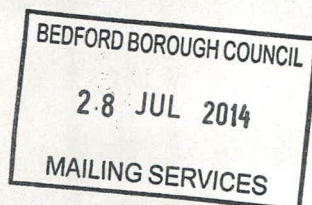


# Roxton Parish Council



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The Planning Department  
Bedford Borough Council  
Borough Hall  
Cauldwell Street  
Bedford  
MK42 9AP



22<sup>nd</sup> July 2014

Dear Sirs,

## Re: Neighbourhood Planning

The Roxton Parish Council, at its meeting on 14th July 2014, affirmed its decision to prepare a Neighbourhood Plan (copy of minutes attached).

The Parish Council therefore applies to the Borough to designate Roxton as a Neighbourhood Area in accordance with regulation 5 of The Neighbourhood Planning (General) Regulations 2012.

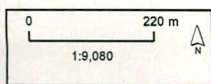
- (a) The attached map, showing the Roxton Parish boundary marked with a bold line, identifies the area to which the application relates.
- (b) This area is considered appropriate to be designated as a Neighbourhood Area because it is a civil parish, within the planning authority area of the Bedford Borough Council, that has its own particular needs and priorities.
- (c) The Roxton Parish Council is a relevant body for the purpose of section 61G of the Town and Country Planning Act 1990.

We look forward, in due course, to receiving your approval of this application and to working with the Bedford Borough Council for the benefit of our community.

Yours faithfully

**Mrs Diane Robins**  
Parish Clerk





## Roxton Parish



# ROXTON PARISH COUNCIL

## DRAFT MINUTES OF ROXTON PARISH COUNCIL MEETING held in Roxton Parish Hall on Monday, 14<sup>th</sup> July 2014 at 7:30pm

**Present:** Councillor J Greenwood (Chairman), Councillors S Bradley, J Cox, J McDougall and M Peck; 3 members of the public and Clerk Mrs D Robins

### 14/57 APOLOGIES FOR ABSENCE

Apologies were received from Councillor J Griffiths

### 14/58 TO RECEIVE DECLARATION FROM MEMBERS IN RELATION TO PERSONAL OR PREJUDICIAL INTEREST IN ANY AGENDA ITEM

There were no declarations of interest.

### 14/59 STANDING ORDERS WILL BE SUSPENDED FOR A PERIOD OF UP TO 15 MINUTES TO ALLOW MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL IN RELATION TO THE BUSINESS ON THE AGENDA OR REQUEST MATTERS TO BE DISCUSSED AT A SUBSEQUENT MEETING.

- a) Councillor Cox reported that she had received a letter of complaint from a resident regarding cars parking on the footpath. It was resolved that the Chairman respond to the resident and also that a notice be placed in The Bridge requesting that residents do not park on the pavement. Chair
- b) Resident attending the meeting complained about the Sewage Works – both pumps are faulty but only one has been replaced. Anglian Water is not responding to residents' complaints and queries. It was resolved that the Chairman liaises with Anglian Water to clarify current situation and the Clerk writes to Environmental Health to complain. Chair Clerk
- c) There had been several complaints regarding a light aircraft performing acrobatics over Roxton. Situation to be monitored.

### 14/60 TO APPROVE THE MINUTES OF ROXTON PARISH COUNCIL MEETING HELD ON 14<sup>th</sup> MAY 2014

The Minutes of Roxton Annual Parish Council Meeting held on 14<sup>th</sup> May 2014, having previously been circulated, were confirmed and signed as a true record

### 14/61 CHAIRMAN'S REPORT AND MATTERS ARISING FROM PREVIOUS MINUTES:

- a) G&T Site – Chairman reported that Paul Rowland from Planning, BBC will notify him of any further applications for appeal from applicants at the G&T site.
- b) Broadband Meeting @ 11<sup>th</sup> July 2014 – Chairman reported that Councillors Bradley and Peck attended the recent meeting
- c) Bedfordshire and Huntingdonshire Local Action Group Meeting – Chairman updated PC on match-funding available from DEFRA for projects involving capital investment that enhances rural environment. Chairman to attend an additional meeting on 15<sup>th</sup> July to find out more about what would be involved.
- d) Chairman reported on repairs undertaken at the Pavilion.
- e) Chairman reported that he had applied for a WW1 memorial tree from BBC to be positioned at the Millennium Green. Deeds of ownership need to be produced prior to planting. Tree Officer from BBC to check suitability of proposed position.



- f) Meeting with Henry Vann and Chris Pettifer of BBC, and representatives from Herberts Travel scheduled for 15<sup>th</sup> July 2014 at 10:00am to discuss Roxton school bus and why fares had gone up by 50%

## 14/62 PLANNING

### a) Applications considered since last meeting:

1. 14/01128/ADV: New fire exit doorway, roof extract unit and new Burger King and Little Chef signage at Little Chef, Great North Road, Chawston – **No comments**
2. 14/01127/FUL: New fire exit doorway, roof extract unit and new Burger King and Little Chef signage at Little Chef, Great North Road, Chawston – **No comments**
3. 14/01085/S73WM: Variation to conditions 1 and 6 to amend site layout, phased sequence of working and restoration and revisions to details approved under soil handling, CCTV and wheel wash conditions of planning permission – **No comments**
4. 10/01413/EXT at land at Black Cat Roundabout, Great North Road, Chawston, Bedford – **No comments**

### b) Applications for consideration:

1. 14/01072/FUL: Two storey rear and side extension at 35 School Lane, Roxton – **No comments**

### c) Planning correspondence:

1. 13/02185/FUL: Detached double garage with annexe above, conservatory and alterations – appeal by Mr & Mrs Lavers – **No comments**
2. Bedford Borough Council Local Plan 2032 - Gathering evidence about service and facilities in rural settlements – Roxton: E-mail received from BBC – Chairman to complete questionnaire and Clerk to return to BBC

Chair  
Clerk

### d) Roxton in the Local Plan 2032

Chairman reported that preliminary discussions with BBC had revealed that area 224 on the site map (Bedford Borough Local Plan 2032: Call for Sites) is owned by BBC and is adjacent to the G&T site. Should the G&T site be re-purchased by BBC, it would be possible to locate 120-150 new dwellings on the two areas. Development would be subject to S106 payment which could enhance infrastructure within the Parish. Chairman proposed that Roxton Parish Council create a Neighbourhood Development Plan so that Roxton PC would have power to decide on how this site would be developed (BBC will pay for process), Councillor Peck seconded proposal. It was agreed unanimously to accept the proposal.

## 14/63 FINANCE

### a) To approve payments made:

Noticeboard Company	Replacement notice board	£282.00
Barracudas Events	Bouncy castle hire for Fete	£269.00
D J Granger	Grounds maintenance	£687.70
J Greenwood	Web fee & temporary events notice	£101.32
PWLB	Loan repayment	£1128.56
E.ON	Electricity usage – May	£60.94
St Neots Museum	Annual donation	£30.00
Mr A Miller	Morris Dancer's fee for Fete	£150.00
Mr M R Roberts	J37 Band for Fete	£325.00
D J Granger	Grounds maintenance	£730.90
Fairytale Marquees	Marquee balance for Fete	£499.50
K Greenwood	Pavilion cleaning	£53.28



Anglian Water	Water usage	£19.38
E-ON	Electricity for June	£58.98

**RESOLVED** that approval be given to the payments made.

**b) To approve payments to be made:**

D Robins	Salary and expenses – first quarter	£775.16
HMRC	Tax deductions	£4.00
Black Dog Digital	Flyers/posters/banners for Fete	£514.80
This 'N' That	Maintenance & repairs to Pavilion	£301.00
Andy Muskett Ltd	Street lighting maintenance 1 <sup>st</sup> Qtr	£76.26
D J Granger	Grounds maintenance	£1037.36
R P Carpenter	No Cold Call Stickers for residents	£45.80

**RESOLVED** that approval be given to payments.

**c) Receipts**

Roxton Football Club	Donation	£15.00
BBC	Grass Cutting Grant	£263.12
Roxton Parish Hall	Funding shortfall for Hall Curtains	£273.34

**d) Reconciliation**

Clerk presented income and expenditure spreadsheet. Cash Book reconciled with Bank Account balance. Copy attached as part of these minutes.

**14/64 HIGHWAYS**

A resident had complained about noise from the Bypass and clerk reported that she had yet to receive a response from BBC or the Highways Agency about this complaint. Clerk to e-mail resident with progress.

Clerk

**14/65 REPORT FROM BOROUGH COUNCILLOR TOM WOOTTON**

Councillor Tom Wootton reported on several matters of interest within the ward including:

- a) Black Cat Roundabout progress
- b) Broadband – extra funding from BBC
- c) Ward Fund – still available
- d) Petition re: Roxton School Bus to be presented at Full Council Meeting @ 16<sup>th</sup> July 2014 at 6:30pm
- e) Ward Forum meeting to be held next at Staploe – Chairman asked whether a Highway Agency representative could be present – Borough Councillor Wootton to approach a representative from BBC.
- f) Chawston Bridge closure for repair works next summer – likely to be closed for 6-9 weeks.

**14/66 POLICE**

Clerk reported that there was one report of possession of a controlled drug and one of criminal damage in May, both at Saxon Close. In June there was a report of criminal damage to a vehicle at Ford Lane and a theft from a motor vehicle on the High Street.

**14/67 PLAYING FIELD**

Funding for Tennis Court – Councillor McDougall reported that funding from the Lottery Fund is available for sporting amenities such as tennis courts. PC to consider a suitable area such as the school or playing field and report back.

**14/68 FUN DAY**

It was reported that though Neil Stewart was happy to let the PC use his generator at the Fete free of charge, it was unlikely that it would be big enough. It was suggested that a permanent outlet from the existing junction at the Pavilion could be purchased. It was resolved that PC



should purchase this as it could be used whenever necessary. Gary Clark to e-mail Chairman and Clerk with quotes so that Clerk can apply for funding from Ward Fund.

Chair  
Clerk

**14/69 A.O.B. / CORRESPONDENCE RECEIVED**

- a) Councillor Peck stated that he is able to attend New Councillor Induction Training on 10<sup>th</sup> September 2014. Clerk to book.

Clerk

**14/70 DATE OF NEXT MEETING**

Monday, 8<sup>th</sup> September 2014 at 7.30pm

There being no other business the meeting closed at 9:25 pm.

Signed ..... (Chairman)

Dated .....