



WOOTTON PARISH COUNCIL



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DRAFT Minutes of the **Leisure and Amenities Committee** meeting held on
Wednesday 29th July 2026 at 7.39pm at Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

Agenda no	Agenda item title	Resolution	Action	Power
Open Forum	There was one member of the public present who wished to discuss and observe discussions on agenda item LA26/093. There were no other 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 Bygraves (in the chair), Lloyd, O'Dell, Randell and Wallace. 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
LA26/085	Apologies for absence. Cllr Hensher.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
LA26/086	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
LA26/087	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None received.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
LA26/088	Report from outside organisations – for information only.	N/A.	N/A.	N/A.

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Chairman.....

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	None.			
LA26/089	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.	N/A.	N/A.
LA26/090	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 Leisure and Amenities Committee are asked to receive and adopt the minutes of the Leisure & Amenities Committee meeting held on 24 th June 2026.	Resolved to receive and adopt. Proposed: Cllr Lloyd. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
LA26/091	Matters arising from the minutes – for information only. - LA24/087 – Topple Testing undertaken at both closed churchyards and Lorraine Road cemetery. All letters are now in situ on headstones/memorials, and the findings are being monitored by the Clerk. - LA26/081 – RoSPA Inspection Reports 2026 – all WPC owned play equipment/play areas including MUGAs, Skate Park and Keeley End Pond. The Clerk in conjunction with Cllrs Bygraves and Lloyd has accepted quotations from Gravity Parks Ltd (skate park) and Miracle Design and Play Ltd (play equipment at the Memorial Hall Play Area, Bedford Road and Recreation Ground, Church Road) for remedial works as requested by this committee on 24th June 2026 (LA26/081). Refer to agenda item LA26/096 in relation to a quotation to potentially demolish the kick wall (Recreation Ground Play Area). All other requests for remedial works were taken forward by the Clerk ahead of the meeting on 24th June 2026.	No further comments received.	Clerk to keep on file.	N/A.
LA26/092	To receive the Income & Expenditure report for all Leisure and Amenities Committee cost centres and Earmarked Reserves report for all cost centres for 2026-27, to consider any budget heading virements – for information only.	No further comments received.	Clerk to keep on file.	Smaller Authorities Proper Practices Panel Practitioners' Guide 2026/27.
LA26/093	To consider next steps in relation to land to be transferred to the parish council as detailed within Wootton's Neighbourhood Development Plan (Policy W10) and to make recommendation to Full Council as necessary.	Cllr Bygraves confirmed he had contacted The Crown Estate in relation to the transfer legalities for land parcel W10b	Cllrs Bygraves, Lloyd and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

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		but had yet to receive a response. Cllr Lloyd and the Clerk recently met with a representative from the Wildlife Trust who confirmed land parcel W10b was poor from an environmental perspective, but that the Parish Council could make good use of BNG¹ to bring it up to a much better level. A Wildlife Trust quote to survey both land parcels (W10a and b) would be brought back to the next meeting of this committee. Cllr Lloyd added he and the Clerk were due to meet with a representative from the Bedfordshire Badger Group before the next meeting of this committee. It was noted the Trees for Climate Fund could also be used to remedy poor hedgerows within W10b and Cllr Bygraves recommended a contact at Bedfordshire Golf Club (Sustainability Champion). Cllr O'Dell requested an update in relation to the transfer of land parcel W10a and was informed the s106 agreement		
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¹ Biodiversity Net Gain – fuller details can be viewed [here](#).

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		was now available to view via Bedford Borough Council's website – click here. The Clerk confirmed land parcel W10a was part of the same title register as the land earmarked for development and that The Crown Estate were working to remedy this. It was expected the transfer (W10a to the Parish Council) would not take place before the end of 2026, after which the Parish Council had three months to finalise a skylark and land management programme. Moving forward, the Clerk was asked to separate this agenda item to better reflect both land parcels as separate entities.		
LA26/094	To receive an update from Cllr Bygraves in relation to a potential volunteer scheme to remedy maintenance issues between plots not accessible with a lawn mower at Lorraine Road cemetery and to make recommendation to Full Council as necessary.	The Clerk had received no further communications from the upper school however a September start date was still anticipated.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
LA26/095	To receive and accept a Site Inspection Report from Dura-Sport Leisure Care Ltd in relation to the surface of the MUGA (Multi Use Games Area) at Church Road and to make recommendation to Full Council as necessary.	Resolved to receive and accept the Site Inspection Report and to make the same recommendation to Full Council. Proposed: Cllr Randell. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA26/096	To resolve under the terms of the Public Bodies (Admissions to Meetings) Act 1960, s1(2) that any members of the public or press present please leave, in order to discuss the following item(s).	The one member of the public present left the meeting.	N/A.	Localism Act 2011, Ch 1, s1-8.

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LA26/097	To receive a quotation received in relation to the potential demolition of the kick wall adjacent to the MUGA (Multi Use Games Area) and skate park at the Recreation Ground, Church Road and to make recommendation to Full Council as necessary.	The Clerk was instructed to seek other quotations before bringing this agenda item back to a future meeting of this committee.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA26/098	To receive a maintenance quotation from Assegai Security Ltd (extension to an existing contract) for the maintenance of the CCTV system at the Memorial Hall, Bedford Road and to make recommendation to Full Council as necessary.	Resolved to accept the maintenance quotation from Assegai Security Ltd (treating it as an extension of an existing contract) and to make the same recommendation to Full Council. Proposed: Cllr O'Dell. Seconded: Cllr Randell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 8.02pm.

Chairman.....

Date.....

Signed at Full Council.....