

WOOTTON PARISH COUNCIL

Minutes of the Meeting of Wootton Parish Council held on Wednesday 1st June 2011 at 7pm in the Memorial Hall, Wootton

Present Cllrs. Wheeler, Bland, Cruse, Quirk, Woolfenden.
In Attendance: S Playford (Clerk), PC Quinney.

FC11/59 Apologies for absence.
Cllrs. Cunningham, Hall, Lloyd, Prescod, Rowse, Wallace and RFO (Sue Bolton).

FC11/60 Declarations of Interest on any items on this agenda.
(This is of a personal or prejudicial nature).
Cllr Woolfenden declared an interest in agenda item FC11/67.

FC11/61 Reports from outside organisations.
PC Quinney arrived at 7.45pm and discussed the situation regarding the rec. ground, MUGA and nuisance youths. He said that youths should be able to go there freely, but did say that there had been instances when the gates needed to be locked but youths and cars would not move on, causing a nuisance. He confirmed the situation would be monitored and will report back at the next full council meeting on the 29th June 2011. There had been a total of 13 anti-social behaviour incidents recently and 4 related to this. Mention was made of improving the CCTV: - this needs to be addressed with the rec. ground, MUGA and changing rooms as a whole.

Open Forum.

(Members of the public are welcome to present any matter relevant to the well-being of Wootton parish and will receive the attention of the council for a period not exceeding 3 minutes).

Three members of the public attended the meeting to discuss the rec. ground pitches. (See also under FC11/68). Wootton Rangers requested they be allowed to take down the goalposts on the junior pitch nearest the car park and level and reseed the penalty spots. Subject to the goalposts being stored suitably (possibly in the loft hatch and not obstructing the changing room fire escape) it was resolved that this work be allowed.

FC11/62 Clerk's report and list of correspondence received (copies of correspondence can be requested from the clerk).
Please see attached.

FC11/63 To appoint committee members.
It was resolved that the committee members be appointed as below.

SURNAME	FIRST NAME	COMMS	F&GP	L&A (NOW FC)	PLANNING
BLAND	Leila	*		*	*
CRUSE	Steve	*		*	
CUNNINGHAM	Judith			*	*
HALL	Bill	*	*	*	
LLOYD	Gareth	*	*	*	*
PRESCOD	Paul		*	*	*
QUIRK	Paul		*	*	*
ROWSE	Steve			*	*
WALLACE	Bob		*	*	
WHEELER	John	*	*	*	*
WOOLFENDEN	Maurice		*	*	

FC11/64

Minutes of the meeting.

a) Members of the Full Council are asked to receive and adopt the minutes of the Full Council meeting held on the 11th May 2011:

Agreed as a true and accurate record of that meeting.

b) Members of the Full Council are asked to receive and adopt the minutes of the Annual Council meeting held on the 11th May 2011.

Agreed as a true and accurate record of that meeting.

c) Members of the Full Council are asked to receive and adopt the minutes of the Accounts sub committee meeting held on the 11th May 2011.

Agreed as a true and accurate record of that meeting.

FC11/65

Matters arising from the full council minutes to include issues log review.

Please inform the clerk by Tuesday 31st May 2011 if you wish to discuss any item below; otherwise this will be for information only.

FC11/21 - Highways inspection. Juan Vasquez has undertaken the walk about and has provided a list of works to be undertaken, which he now needs to prioritise.

FC11/40b - Handover of Memorial Hall. Cllr. Wallace and clerk met with Sue Norman (BRCC). WPC can become the Custodian Trustee. A public meeting is needed to confirm there is nobody available to join the existing Memorial Hall committee. Provisionally booked for the 27th July.

FC11/40e - Order for play equipment to be placed with PlayDale Ltd. Order placed 20.5.11 after original was never received. Clerk awaiting further details.

FC11/35 - Reduction in speed limits outside schools. Awaiting report from PC Quinney.

FC11/35 - Additional lighting along outskirts of Fields Road. Awaiting report from PC Quinney.

FC11/40c - Easter artwork to be displayed in Wootton library. Artwork to be displayed at Wootton Upper School (Art exhibition evening 29.6.11) before relocating to the library.

FC11/37 - Dog mess in St. Mary's churchyard. Signs have been put in place. Julian Dennis has confirmed the situation is much improved. Move to close.

FC11/40e - Scout Hut flooring - surplus money. Clerk has spoken with Jenny Lambert who has been liaising with Peter Martin (Borough). Yet to decide where to spend surplus.

FC11/40e - Appointment of Independent Examiner. It was resolved to appoint Gill Wiggs and the RFO has emailed her to confirm. Move to close.

FC11/44 - Disposal of clerk's paperwork. Sifting still ongoing.

FC11/37 - Update of Standing Orders. Clerk has a copy of 2011 Standing Orders. To be reviewed and presented for approval.

FC11/37 - Letter received from Wootton Upper School regarding:

Their proposal to convert to Academy status

Their intention to create a community partnership.

Letter sent to the head outlining all responses received and the appointment of Cllr. Hall as the Community Partnership representative for the council. Move to close.

FC11/54 - Disrepair of footpaths. Councillors to provide the clerk with a list of areas affected by the 31st May 2011. Nothing received. Clerk to chase.

(Borough Council) - Cannons Close - public footpath sign knocked down. Clerk emailed BBCllr. Prescod requesting it be re-erected. BBCllr. Prescod to provide update.

(Borough Council) - Neale Way - overgrown hedge. Clerk emailed BBCllr. Prescod requesting it be cut back after the nesting season. BBCllr. Prescod to provide update.

FC11/51 - Siting of Memorial bench at Lorraine Road cemetery. Clerk met with applicant and siting agreed. Applicant to advise clerk prior to work being carried out.

(Borough Council) - Popes Way - ruts in green. Clerk emailed BBCllr. Prescod to request they be filled in. Logged at BBC as 149117. BBCllr. Prescod to provide update.

LA11/21 - MUGA insurance claim. Separate agenda item below.

LA11/22 - Luton Active. Clerk still awaiting revised invoice.

LA11/23 - Toilets at the changing rooms. Separate agenda item below.

LA11/29 - Kempston Outdoor play area. Cllr. Prescod to provide update with regard to bus transport to/from Wootton. BBCllr. is meeting with the Mayor to discuss.

LA11/14 - Borough Council Scrutiny & Overview. Meeting due 25.5.11 - further feedback expected after then. Nothing received to date.

LA11/28 - Annual play area inspection. Clerk awaiting inspection response.

LA11/74 - Repair to Village Hall bollard. Separate agenda item below.

FC11/67

To discuss s106 funding.

In light of the fact that a planning application is anticipated in July from Persimmon, the parish council is arranging an open meeting on Wednesday 27th July at 7.30pm in the Memorial Hall to discuss the Fields Road development. The parish council does not expect to receive any monies until the end of 2011 or early 2012 and although several organisations have requested they be considered for a grant no decision has been made to date. Council have recently been informed that they have a period of up to 10 years in which to decide how the money should be spent.

FC11/68

To discuss recreation ground pitches and changing rooms.

Three members of the public attended the meeting to make representation with regard to how the recreation ground pitches should be improved and altered. It was felt that as the MUGA and changing rooms also need works undertaken, everything should be looked at as one item. In light of the fact that some councillors were unable to attend tonight's meeting due to prior commitments, this item be carried forward to the next full council meeting on the 29th June 2011. Chairman Wheeler recommended that Cllr. Lloyd contact them in the meantime to arrange a meeting ahead of the next full council meeting to start discussions.

Action - Cllr Lloyd to arrange a meeting as above.

FC11/69

To discuss the MUGA insurance claim.

It was resolved to accept the higher quotation to include stone guards, and pay the difference of £862. LG (Miscellaneous Provisions) Act 1976 s19. Discussion was made regarding the wall that continues to be in a state of disrepair. It was resolved that the clerk obtain 3 quotations to carry out remedial work as a temporary fix until further more detailed discussions can take place.

Action - clerk to inform the insurance company.

Action - clerk to obtain quotations

FC11/70

To receive an update on the lack of facilities in the village for disabled children.

BBCllr. Prescod (during an earlier telephone conversation with the clerk) had stated he was meeting with the mayor to discuss this.

FC11/71

To discuss blocked toilets at the changing rooms.

It was resolved to accept the quotation for £125 to undertake investigative work. LG (Misc. Provisions) Act 1976 s19.

Action - clerk to advise work may proceed.

FC11/72

To discuss repair of village hall bollard.

It was resolved to accept the quotation for £328.50 to replace the bollard. Highways Act 1980 ss43&50.

Action - clerk to advise work may proceed.

FC11/73

To discuss feedback received from Laura Pottinger (Cecil Higgins Art gallery) with regard to the Easter play scheme.

Laura's feedback was on the whole very positive. The bookings system was the one area where improvement was needed. Arts & Crafts sessions were well attended. Laura has confirmed however that her remit means she needs to target a different audience moving forward. Cllr. Cruse reported that the sports were well attended too - picking up after a slow start on day one.

FC11/74

To discuss the summer play scheme (weeks beginning 1st and 8th August 2011).

a) The clerk had spoken earlier in the day with Cllr. Prescod who confirmed that the Arts & Crafts were provisionally booked for the weeks beginning 1st and 8th August 2011. This is to take place at the lower school. The clerk is meeting with Laura Pottinger on the 13th June to discuss this in more detail - Laura has mentioned that she wishes to target older children 12-16 years, so any activity for younger children would require funding.

Action - clerk to meet with Laura and bring to next full council on 29th June 2011.

b) Cllr. Prescod also confirmed to the clerk that provisional bookings had been made for the weeks beginning 22nd and 29th August for sports facilities at the upper school. The clerk has requested that Cllr. Prescod provide costings at least one week before next full council on the 29th June 2011 and reiterated that no spend at present regarding the summer scheme had been resolved.

Action - Cllr. Prescod to provide costings.

c) Suggestion was made that moving forward, the parish council not be responsible for running or fully financing future events. That said, it was agreed by all that the scheme is a very good one. It was resolved that the clerk approach the lower and upper schools to see if any parents would be interested in helping with the organisation, and include something in the upcoming newsletter and website.

Action - clerk to approach the schools and liaise with Cllr Lloyd.

FC11/75 To discuss request received to remove graffiti from the Memorial Hall and recreation ground sites.

Clerk had not received costings from BBC with regard to the removal of graffiti. It was agreed the parish council would pay, but the clerk will await further information from BBC.

FC11/76 To discuss budget for clerk's office.

It was resolved that this be taken forward. A reduction in payment to the clerk in respect of premises used was discussed but found not to be appropriate as storage and non-public office use is still required. Chairman Wheeler will locate an appropriate contract that would suit both parties. The facilities on offer at the church are providing benefit to the wider community so it was resolved that their request for a grant be approved but reduced by half, as it is anticipated that Cllr. Lloyd will provide I.T. assistance. LGA Act 1972 s111.

Action - clerk to advise David Goodson.

Action - Chairman Wheeler to locate an appropriate contract.

FC11/77 To resolve that under the terms of the Public Bodies (Admissions to Meetings) Act 1960 s1(2) and Local Government Act 1972 s100 any members of the public or press present please leave, in order that the following item may be discussed.
Resolution carried.

FC11/78 To discuss the clerk's contract.

The clerk's contract and recent appraisal were discussed and it was resolved that the clerk be permitted to start a pension scheme. Clerk to advise RFO.

Action - Clerk to complete paperwork and advise RFO.

Meeting closed at 8.30pm

Chairman.....

Date.....