

WOOTTON PARISH COUNCIL

Minutes of the Meeting of Wootton Parish Council held on Wednesday 10th August 2011 at 6.45pm
in the Memorial Hall, Wootton

- Present** Cllrs. Wheeler, Bennett, Cunningham, Hall, Lloyd, Price, Quirk, Wallace and Woolfenden.
In Attendance: S Playford (Clerk).
- FC11/102 Apologies for absence.**
Cllrs. Bland, Cruse, Prescod and Rowse. RFO (Sue Bolton).
- FC11/103 Declarations of Interest on any items on this agenda.**
(This is of a personal or prejudicial nature).
Cllrs Hall and Quirk both declared an interest in agenda item FC11/110.
- FC11/104 Reports from outside organisations.**
PC Quinney and PCSO Tonkin both sent their apologies, but provided the clerk with crime figures for July. These included:
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|-----------------------|---|--|
| Burglary dwelling | 5 | (4 people have been arrested and charged with at least 2 of these offences). |
| Burglary other | 1 | (Theft from a shop which was closed to the public at the time). |
| Criminal damage | 5 | (1 was caused after a party by one attendee against another attendee). |
| Anti Social behaviour | 6 | (2 calls related to local youths - their parents have been advised). |
- 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).
None.
- FC11/105 Clerk's report and list of correspondence received (copies of correspondence can be requested from the clerk).**
Please see attached.
- FC11/106 To receive a report from the RFO.**
Please see attached.
- FC11/107 Chairman's announcements.**
Please see attached.
- FC11/108 Minutes of the meeting.**
Members of full council are asked to receive and adopt the minutes of the full council meeting held on the 29th June 2011.
The minutes were signed as a true and accurate record of that meeting.
- FC11/109 Matters arising from the full council minutes to include issues log review.**

FC11/21 - Highways inspection. Clerk emailed 29.7.11 for an update - awaiting response.

FC11/40b - Handover of Memorial Hall. Public meeting held 27.7.11 - parish council now to investigate taking over responsibility as a sole corporate trustee. For discussion at full council in September.

FC11/40e - Order for play equipment to be placed with PlayDale Ltd. Works completed - complaints received from two residents. Meeting due 1.8.11.

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. Laura Pottinger intends to wait until the summer scheme is complete then have one larger display.

FC11/40e - Scout Hut flooring - surplus money. Peter Martin has confirmed that the scouts can use the money as they see fit - as long as it is for their use and they keep him informed.

FC11/44 - Disposal of clerk's paperwork. Sifting still ongoing (Clerk is concentrating on CilCA).

FC11/76 - Clerk's office. See separate agenda item.

FC11/37 - Update of Standing Orders. Clerk has a copy of 2011 Standing Orders. First draft completed 14.7.11.

FC11/54 - Disrepair of footpaths. Clerk emailed 29.7.11 for an update - awaiting response.

(Borough Council) - Canons Close - public footpath sign knocked down. Hazel Elmore (BBC) is awaiting confirmation from the Rights of Way team for this to be re-erected.

(Borough Council) - Neale Way - overgrown hedge. Hazel Elmore (BBC) has confirmed it has been cut back in part to allow access, but will provide a further update in due course as further issues have arisen.

FC11/51 - Siting of Memorial bench at Lorraine Road cemetery. No further update received.

(Borough Council) - Popes Way - ruts in green. No further update received.

(Borough Council) - traffic issue in Squires Road. To form part of Cllr Rowse's traffic report. Clerk emailed PP 29.7.11 to request Cranfield Road sign be adjusted to improve vision.

LA11/21 - MUGA insurance claim. Lights have been replaced. Issue with light "splash" to some houses.

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

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

LA11/29 - Kempston Outdoor play area. Cllr Prescod is meeting with the Mayor to discuss. No further update received.

LA11/14 - Borough Council Scrutiny & Overview. Meeting due 25.5.11 - further feedback expected after then. Nothing received 17.6.11. Move to close?

LA11/28 - Annual play area inspection. Move to close.

LA11/74 - Repair to Village Hall bollard. Move to close.

FC11/74a,b,c - Summer Play scheme. Clerk awaiting invoice from BBC to pay donation.

FC11/69 - MUGA walls. See separate agenda item.

FC11/70 - Lack of disabled children's facilities. BBCllr is to meet with the Mayor to discuss. No further update received.

FC11/75 - Graffiti at Memorial Hall and recreation ground sites. Clerk had been informed that Wootton parish council may have to pay for removal. Glenn Dynes (BBC) emailed clerk 1.8.11. Offensive graffiti has been removed (free of charge) from the teen shelter at the recreation ground. Costings to follow regarding remaining graffiti.

FC11/86 - Sale of Keeley and Brook farms. See separate agenda item below.

FC11/92 - Changing rooms. Awaiting further details regarding the Fields Road development and s106 arrangements.

FC11/95 - Request to demolish kick wall. See separate agenda item below.

FC11/96 - Purchase of football goal nets. RFO has arranged payment. Clerk to complete order.

FC11/97 - Request for maps to be available in the village. Cllr Wallace to provide a further update following a meeting with the Ramblers Association. Cllr Wallace now has maps which can be replicated in part in the newsletter. Move to close.

(Borough Council) - Wooden posts knocked over outside chemists. Clerk chased Amey for an update 29.7.11.

(Borough Council) - Parking issue outside post office Bedford Road. Clerk emailed BBCllr PP to take forward 22.7.11.

(Borough Council) - Overgrown hedge outside library. Clerk requested BBCllr PP to take forward 22.7.11.

(Borough Council) - clerk received notification that dogs are still being walked on the recreation ground. Message left 26.7.11 with dog warden. No further response (but a new dog warden is just being appointed).

FC11/110

To discuss the latest situation with regard to the sale of Brook & Keeley farms.

The clerk confirmed that she had requested further details this week - firstly by email then telephone. No response had been received, although it was believed that the deadline for offers was likely to be this week. She also confirmed receipt of the invoice from Warmingtons - £500 in respect of the land valuation. It was resolved that this invoice be settled. (Cllrs Hall and Quirk neither commented or voted).

Action - RFO to arrange payment.

A discussion was then had with regard to how next to proceed. The clerk explained that in order to borrow money from the Public Works Loan Board, a case would have to be put together and sent to the BATCP for their approval beforehand. In light of the time scales involved, it was resolved that the parish council would not proceed further with the purchase of land. (Cllrs Hall and Quirk neither commented or voted).

- FC11/111** **To receive an update from Cllr Wallace following the Persimmon open meeting on the 27th July 2011.**
 Cllr Wallace had provided a draft letter addressed to Jim Caffrey ahead of the meeting. Some amendments had been made following subsequent discussions and comments received. After further discussion it was resolved that the letter be sent by Cllr Wallace in the clerk's absence (on holiday). Cllr Hall thanked Cllr Wallace for all his hard work.
- Action - Cllr Wallace to send Persimmon response letter.**
- Discussion was then had with regard to the proposed community facilities - Cllr Wallace had provided a proposal before the meeting. Please see attached. It was resolved to accept the resolution (item 7).
- FC11/112** **To discuss the ongoing boundary situation with regard to the alleyway behind Lorraine Road leading to Hoo Close.**
 The clerk provided an update with regard to all avenues investigated - trying to establish who is responsible for the ditch and hedge behind the alleyway. After discussion it was agreed that the clerk write to the IDBS to see if they could offer any guidance. Failing that, it was resolved to leave this matter until a new owner is known and approach them.
- Action - clerk to write to IDBS .**
- FC11/113** **To discuss a report from Cllr Lloyd with regard to IT requirements for the Clerk's office.**
 Cllr Lloyd provided a report which detailed 3 packages - BT, Virgin and Orange. It was agreed that the church would pay for phone calls and the council would pay the broadband charges, so an itemised bill would be needed. After discussion it was resolved to proceed with BT. Cllr Lloyd will take matters forward.
- Action - Cllr Lloyd to take forward with BT.**
- FC11/114** **To discuss a complaint received with regard to the additional play equipment installed on the Memorial Hall site.**
 The chairman, vice-chairman and clerk met with several residents on the 1st August 2011 to establish what could be done with regard to nuisance youths at the Memorial Hall play area. The planting of trees was discussed but it was resolved not to proceed as in years to come, roots could cause damage to nearby houses. After discussion it was resolved that signs be investigated further - to include no dogs, etc. It was suggested that the clerk ask PC Quinney for guidance on what to include, that would assist him in policing the area.
- Action - clerk to ask PC Quinney for further details re signs.**
- FC11/115** **To discuss updating the CCTV cameras at the Recreation ground and moving one camera to the Memorial Hall site.**
 It was resolved to carry this agenda item over to the next full council meeting.
- FC11/116** **To discuss two issues raised by Cllr Rowse regarding his ongoing traffic management report. 1. Zebra crossing on Bedford Road. 2. Parking outside the village hall.**
 It was resolved to carry this agenda item over to the next full council meeting.
- FC11/117** **To discuss the implementation of a parish plan/village blue print.**
 In the past, the parish council has tried to engage with parishioners in order that a parish plan be produced - to no effect. Rather than this approach, Cllr Lloyd suggested a village blue print which could be used to ensure that a co-ordinated approach is taken with regard to future recreational facilities and community buildings. After discussion it was resolved that

councillors provide Cllr Lloyd with their suggestions and comments ahead of the next full council meeting in September. Cllr Lloyd will email his ideas again as previously provided.

Action - Cllr Lloyd to resend email. All councillors to provide suggestions and comments as above.

FC11/118 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.
There were no members of the public present.

FC11/119 To receive three quotations to undertake remedial works to the vandalised MUGA wall and possibly remove the kick wall.
Cllr Wallace expressed his concerns regarding the potential demolition of the kick wall. It was expensive to build and no consultation had been done with the village youths to see what they wished. Cllr Bennett mentioned there was a lot of litter and glass around the wall - could we ask the caretaker to clear it up and also provide an update on how often the litter and glass was left? After further discussion it was resolved that the wall be left in place.

Action - clerk to email caretaker to request glass be removed and to ask how often this occurs.

Council then discussed the MUGA wall. It was resolved to accept the first quotation on the list.

Action - clerk to inform accordingly.

It was also resolved that a specification be prepared to bring the MUGA up to an acceptable standard once more - possibly Sport England may be able to assist.

Action - clerk to investigate accordingly.

FC11/120 To discuss ongoing repairs to the changing rooms drains.
After discussion it was resolved to accept the quotation, as investigative works had already been carried out.

Action - clerk to inform accordingly.

Meeting closed at 8.15pm

Chairman.....

Date.....