

WOOTTON PARISH COUNCIL

Minutes of the Meeting of Wootton Parish Council held on Wednesday 11th April 2012 at 8.05pm in the Memorial Hall, Wootton

- Present** Cllrs. Wheeler, Bennett, Bygraves, Cruse, Doggrell, Hall, Lloyd, Price and Quirk.
In Attendance: S Playford (Clerk).
- FC12/43 Apologies for absence.**
Cllrs Bland, Chalmers, Prescod, Rowse, Wallace and Woolfenden.
RFO (Sue Bolton).
- FC12/44 Declarations of Interest on any items on this agenda.**
(This is of a personal or prejudicial nature).
Cllr Bygraves declared a personal and prejudicial interest in item FC12/53 and so did not take part in discussions or voting.
- FC12/45 Reports from outside organisations - for information only.**
PCSO Hogg was unable to attend the meeting but provided the clerk with the following figures for March:
- 2 theft from motor vehicle
 - 2 theft of pedal cycle
 - 1 shoplifting
 - 4 criminal damage
 - 2 other thefts (scrap metal)
- BBCllr Prescod sent apologies.
- 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.
- FC12/46 Clerk's report and list of correspondence received (copies of correspondence can be requested from the clerk) - for information only.**
Please see attached.
- FC12/47 To receive a report from the RFO - for information only.**
Not applicable.
- FC12/48 Chairman's announcements - for information only.**
Not applicable.
- FC12/49 Minutes of the meeting.**
Members of full council are asked to receive and adopt the minutes of the full council meeting held on the 14th March 2012.
The minutes were signed as a true and accurate record of that meeting.
- FC12/50 Matters arising from the full council minutes to include issues log review - for information only.**
FC11/21 - Highways inspection. A list of priority areas is with John Humphreys BBC - further updates to follow.

FC11/40b - Handover of Memorial Hall. Paperwork completed to register the land to WPC and sent 30.3.12

FC11/35 - Reduction in speed limits outside schools. Awaiting update from PCSO Hogg.

FC11/40e - Scout Hut flooring - surplus money. The works are being carried out and the clerk is awaiting an invoice.

FC11/37 - Update of Standing Orders. Clerk has redrafted them - requires proof reading before submitting to council for ratification.

FC11/54 - Disrepair of footpaths. A list of priority areas is with John Humphreys BBC - further updates to follow.

(Borough Council) - Neale Way - overgrown hedge. Keep on file. BBCllr Prescod is looking into the possibility of ward monies being used to cut the hedge back.

FC11/51 - Siting of Memorial bench at Lorraine Road cemetery. The plan is still for the bench to be sited but there have been delays.

(Borough Council) - traffic issue in Squires Road. Clerk spoke again with BBCllr Prescod 17.2.12 who will take the matter forward. Clerk notified BBCllr Prescod 22.3.12 that the sign should be lowered but not moved.

FC11/87 - Summer Play scheme. Clerk awaiting invoice from BBC to pay donation.

FC11/70 - Lack of disabled children's facilities. BBCllr is to meet with the Mayor to discuss. No further update received. Ensure provision is included in the new community facilities?

FC11/92 - Changing rooms. Clerk is awaiting a paper from the football teams with regard to requirements and costings. Chased.

(Borough Council) - Parking issue outside post office Bedford Road (and Church Road and Mepham Road). BBCllr Prescod is liaising with Highways and School Crossing Patrol department to establish when the works will be carried out to extend yellow lines and add reflectors to bollards.

n/a - clerk received notification that dogs are still being walked on the recreation ground. Clerk is awaiting legal advice from Sue Miller (BBC) who is currently on sickness leave.

n/a - Traffic Management issues. Further meeting held 2.3.12 and Andy Prigmore (Highways) will take certain matters forward. Minutes circulated 7.3.12 - awaiting update from Andy Prigmore.

FC11/119 - MUGA specification. See separate agenda item.

(Borough Council) - query with regard to weed control within the village. BBCllr Prescod is looking at possibly using ward money to bring this under control.

FC11/125 - duplicate keys needed for the changing rooms. Cllr Wheeler is to provide a set for the clerk.

FC11/130 - upgrade of CCTV. See separate agenda item.

FC11/134 - Diamond Jubilee celebrations. Ongoing - separate minutes and issues logs are being circulated. Pam Stevenson has found sites for 3 Field Maple trees.

FC11/145 - Education meeting. Meeting was held on the 7.12.11 and minutes were circulated to all. Clerk is awaiting a paper from the pre-schools with regard to their requirements for a new provision. Anne Adamson placed an article in the March newsletter asking for feedback - no further response to date.

(Borough Council) - Potters Cross ditch and brook. Resident informed BBCllr Prescod that there was a strange smell coming from a manhole cover at the top of Potters Cross. BBCllr Prescod is liaising with Anglian Water.

Open Forum - Lack of youth facilities for 11-13 year olds. Informal meeting to move matters forward being held 11.4.12.

FC12/33 - Tithe Barn Road gates. Email sent 15.3.12 to BPHA asking for advice. Response awaited.

FC12/36 - Donation to Bob Lunniss Charity. Cheque awaited.

FC12/37 - Donation to 2nd Wootton Brownies. Cheque awaited.

FC12/38 - Donation to 1st Wootton (61st Bedford) Scout Troop. Cheque awaited.

FC12/40 - Refurbishment of War Memorial posts. Awaiting a start date.

FC12/51 To receive a report from Cllr Wheeler with regard to adding waterproof, vandal proof power sockets to one or more of the MUGA light columns.

Cllr Wheeler stated it had been suggested by the bar caterers for the Diamond Jubilee celebrations that sockets be added as above. They could be re-used for future events and negate the need for a generator. After discussion it was resolved that the clerk contact a suitably qualified electrician and request further guidance, as concerns were raised as to whether it would be possible.

Action - clerk to take forward as above.

FC12/52 To resolve that under the terms of the Public Bodies (Admissions to Meetings) Act 1960 s1 (2) and Local Government Act 1972 ss100 & 102 any members of the public or press present please leave, in order that the following item(s) may be discussed.
No members of the press or public were present at this stage.

FC12/53 To receive a report from Cllr Lloyd with regard to the CCTV upgrade and selection of most suitable contractor.

Cllr Lloyd stated that of the 3 quotations received, one company based their quotation on a google map image without visiting the site. Of the remaining 2, both he, Cllr Quirk and the clerk were given the opportunity by Ace Fire & Security to visit a CCTV control room in Bedford, from which a monitored service would operate. Cllr Lloyd mentioned that broadband in all cases would have to be reinstalled, and that Ace Fire & Security would provide wired cameras which would provide a clearer image over wireless cameras. After further discussion it was proposed by Cllr Price to accept the quotation from Ace Fire & Security (including payment of a 25% deposit) and this was seconded by Cllr Quirk. All were in favour - subject to the following provisos:

1. All elements of installation be subject to at least a year (hopefully a two year) warranty - to be agreed before any contracts are signed.
2. The costs incurred would be the installation as per the figures provided **AND** the yearly maintenance/monitoring fee - ongoing.
3. Broadband reconnection - costs to be formally approved when known.

4. Inform the village hall committee that a CCTV camera will be installed on their wall.
5. Ensure the insurance policy is amended accordingly.
6. The works be started ideally within 1 month of the signed order.

Local Government Rating Act 1997.

Action - clerk to take forward.

FC12/54 To receive a report from Cllrs Lloyd/Wallace with regard to the MUGA upgrade and selection of most suitable contractor.
Cllr Lloyd confirmed that, of several companies initially approached, only 2 responded. A site visit was undertaken by Steelway, whose proposition included putting breeze block outside the fencing, which was considered more aesthetically acceptable. Their quotation was also felt to provide better value for money without a compromise in quality or service. Cllr Cruse mentioned whether roofing should be considered but Cllr Lloyd was concerned that this would be seen as an invitation to climb up and potentially fall through it. Cllr Quirk asked that the successful contractor consider the possibility of finding electrical cabling when undertaking the works, which would require attention. It was noted that the replacement fencing at it's highest point would be 1 metre lower than that already there, and questions were raised as to whether balls could be kicked over the replacement into nearby gardens. Cllr Price believed this problem would be less of an issue with a properly managed MUGA. After discussion it was proposed by Cllr Quirk that Steelway's quotation be accepted and this was seconded by Cllr Bennett. Cllr Wheeler thanked Cllrs Lloyd and Wallace for their efforts.

Local Government (Misc Provisions) Act 1976 s19.

Action - clerk to inform the contractors as above.

Action - clerk to complete WREN paperwork as necessary with regard to funding.

Meeting closed at 8.40pm

Chairman.....

Date.....