



WOOTTON PARISH COUNCIL

3 Longden Close
Haynes
Bedfordshire
MK45 3PJ

Tel: 07531 930788

E-mail: woottonparishclerk@gmail.com

Website: woottonpc.bedsparishes.gov.uk



www.facebook.com/

WoottonParishCouncilBedfordshire

Minutes of the Meeting of Wootton Parish Council held on Wednesday 8th May 2013 at 8pm in the Memorial Hall, Wootton, Bedford Road.

Present Cllrs. Lloyd, Bennett, Bygraves, Chalmers, Cruse, Dillistone, Doggrell, Groves, Hall, Price, Quirk and Wheeler.
In Attendance: Sue Playford (Clerk), and members from Wootton Ramps & Riders.

FC13/28 Apologies for absence.
Cllrs Prescod, Rowse and Wallace.

FC13/29 Disclosure of local and/or disclosable pecuniary interests.
None.

FC13/30 Report from outside organisations - for information only.
BBCllr Prescod sent apologies ahead of the meeting and no report was available.

No police representatives were available to attend the meeting, so the Clerk presented the crime figures for the period 28th February 2013 -1st May 2013.

2013-02-28-2013-04
-01_Crime_figures.docx

2013-03-31-2013-05
-01_Crime_figures.docx

Cllr Lloyd stated he had visited the following website: <http://www.police.uk/crime/?q=Wootton%2C+Bedford%2C+UK#crimetypes/2013-03> and had noticed the reports there differed from what were being provided to the Clerk. Cllr Price then expressed dismay at the noticeable lack of police presence in the village. After discussion it was proposed by Cllr Price, seconded by Cllr Groves and resolved by all present that the Clerk email the Police & Crime Commissioner, to inform of the above.

Action - Clerk to take forward as above.

Open Forum - meeting to be adjourned.

No members of the press were present, and those members of Wootton Ramps & Riders present were there to provide advice if needed, with regard to agenda item FC13/39 and so the meeting continued without adjournment.

FC13/31 Clerk's correspondence received - for information only.
(Copies of correspondence can be requested from the Clerk).

No further comments were received.

FC13/32 Schedule of payments.

As agreed at the accounts sub-committee meetings on the 27th March 2013 and the 24th April 2013.

2013-03-27_Schedul
e 38.pdf

2013-03-27_Schedul
e 39.pdf

2013-03-27_Schedul
e 40.pdf

2013-03-27_Schedul
e 41.pdf

2013-03-27_Schedul
e 42.pdf

2013-04-24_Schedul
e 43.pdf

2013-04-24_Schedul
e 44.pdf

2013-04-24_Schedul
e 45.pdf

2013-04-24_Schedul
e 46.pdf

2013-04-24_Schedul
e 47.pdf

No further comments were received.

FC13/33 Chairman's announcements - for information only.

Not applicable at this meeting due to the recent new election of Cllr Lloyd.

FC13/34 Minutes of the meeting.

Members of Full Council were asked to receive and adopt the minutes of the Full Council meeting held on the 13th March 2013.

The minutes were signed as a true and accurate record of the meeting.

FC13/35 Matters arising from the minutes to include issues log review - for information only.

FC11/40e - Scout Hut flooring - surplus money. Invoice to cover the surplus is now with the Clerk for payment. Move to close.

(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. No further updates available.

FC11/70 - Lack of disabled children's facilities. Ensure provision is included in the new community facilities.

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. Meeting to be arranged with Andy Prigmore.

(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. Still ongoing.

FC11/130 - upgrade of CCTV. Memorial Hall site remains ongoing. Lower school to source own camera for the Bedford Road site. No further updates received.

FC11/145 - Education meeting. Clerk has chased the lower school re questionnaires. No further updates received.

(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. Anglian Water have informed BBCllr Prescod they cannot find anything wrong. Clerk has requested the resident keep a diary of events. No further updates available.

n/a - Metal poles with no signage on. The clerk has informed Borough that the "Wootton" village sign is no longer in place - road leading from Wood/Bourne End into the village. Clerk continues to chase.

FC12/74 - Allotments. Wootton Poor's Land have approached WPC with a view to WPC leasing the allotment land from them. See separate agenda item.

FC12/78 - BMX course in Fields Road. Cllr Lloyd suggested approaching Persimmon to obtain soil to start the design - near the A421 flyover. Plan details remain ongoing.

FC12/104 - Public Access Defibrillator. Clerk has informed the fire service that the parish council wishes to install one on the changing room wall and will hear from them again in the New Year. They are expecting delivery in early March. Clerk continues to chase.

FC12/107 - Bus Route 53. Clerk has written and emailed Stagecoach. Stagecoach have confirmed they will give the matter their consideration and the Clerk has requested a meeting with Chris Pettifer, Head of Transport Operations at Bedford Borough Council. Meeting arranged for the 30th April 2013.

FC12/108 - s106 changes to Fields Road development. Cllr Wallace has been liaising with Borough and Persimmon. Ongoing.

FC13/04 - Community Speedwatch scheme. Council members received a presentation at full council on the 9th January 2013 from members of the scheme. Volunteers are needed to operate the Speed Indicator Devices - to date, only one volunteer has come forward.

FC13/36 To receive a report from the Clerk with regard to taking over responsibility for the allotments currently maintained by Wootton Poor's Land Charity, to approve the suggested draft lease and tenancy agreements, and to resolve to appoint an allotments officer.

The Clerk circulated a report ahead of the meeting.

After discussion it was felt the lease and tenancy agreements were fit for purpose. It was proposed by Cllr Bygraves, seconded by Cllr Doggrell and resolved by all present* that the Clerk take these forward with Wootton Poor's Land Charity and allotment holders.

After discussion it was proposed by Cllr Groves, seconded by Cllr Quirk and resolved by all present* that the Clerk to Wootton Poor's Land Charity be appointed by Wootton Parish Council as the allotments officer.

*As Trustees of Wootton Poor's Land Charity (on behalf of Wootton Parish Council)
Cllrs Price and Wheeler abstained from both votes.

Smallholdings and Allotments Act 1908 ss23, 26 & 42.

Action - Clerk to take all matters forward as above.

FC13/37 To approve the Annual Governance Statement and accounts for the year ended 31st March 2013.

All relevant documentation was circulated ahead of the meeting. It was noted by Cllr Bygraves that the asset register could be reviewed in the coming year to account for depreciation. It was proposed by Cllr Wheeler, seconded by Cllr Price and resolved by all present to approve the Annual Governance Statement and accounts, as

above.

Accounts and Audit Regulations 2003 s7.

FC13/38 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(s) may be discussed.

FC13/39 To receive a report from Cllrs Bygraves and Lloyd, and members of Wootton Ramps & Riders with regard to the recent skate park tender process, and to resolve which tender to accept.

The report was circulated ahead of the meeting. After discussion it was proposed by Cllr Wheeler, seconded by Cllr Cruse and resolved by all present to accept the tender from Gravity Engineering. Members of Wootton Ramps & Riders thanked the parish council for its help and added they were looking forward to the opening ceremony.

LG (Misc Provisions) Act 1976 s19.

Action - Clerk to inform companies as above.

FC13/40 To resolve that, in the event the proposed skate park project is not implemented, Wootton Parish Council agrees to reimburse Bedford Borough Council with all third party funding costs.

Details were circulated ahead of the meeting. It was proposed by Cllr Groves, seconded by Cllr Price and resolved by all present that the parish council would reimburse Bedford Borough Council in the unlikely event the proposal did not go ahead.

LG (Misc Provisions) Act 1976 s19.

Action - Clerk to inform Bedford Borough Council as above.

FC13/41 To receive a report from the Clerk and Cllr Lloyd with regard to renewing insurance for 2013-2014 and to resolve which quotation to accept.

The Clerk circulated a report ahead of the meeting, and added that a last minute amendment to the asset register by Came & Co was going to result in an increase of £100 to their quotation. This was still favourable in comparison to other quotations. After discussion it was proposed by Cllr Quirk, seconded by Cllr Hall and resolved by all present to proceed with Came & Co's quotation, for a term of one year initially.

LGA 1972 s111.

Action - Clerk to take forward as above.

FC13/42 To approve an increase in fees in respect of the parish council's payroll provider, and a one-off payment in respect of RTI (Real Time Information) submissions.

All information was circulated ahead of the meeting. It was proposed by Cllr Quirk, seconded by Cllr Price and resolved by all present to accept all proposals.

LGA 1972 ss111&112.

Action - Clerk to take forward as above.

FC13/43 To receive a report from Cllr Wheeler with regard to the Clerk's salary and office allowance, and to resolve an increment to both in light of her recent CiLCA qualification*.

Cllr Wheeler gave a report at the meeting, with regard to salary pay scales. It was proposed by Cllr Quirk, seconded by Cllr Price and resolved by all present to accept

Cllr Wheeler's recommendation. It was proposed by Cllr Quirk, seconded by Cllr Hall and resolved by all present to increase the Clerk's office allowance in accordance with the separate recommendation made.

* The Clerk was not in attendance during this agenda item.

LGA 1972 s112.

Action - Clerk to inform the payroll provider accordingly.

Meeting closed at 8.35pm

Chairman.....

Date.....