



WOOTTON PARISH COUNCIL

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Minutes of the Meeting of the **Full Council** held on Wednesday 28th May 2014 at 8.05pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum	There were no members of the public or press present and so the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960 s1(2) and Local Government Act 1972 s100.
Present	Cllrs Lloyd, Bennett, Bygraves, Chalmers, Dillistone, Doggrell, Hall, Price and Wheeler. In Attendance: Sue Playford (Clerk).			
Absent	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FC14/44	Apologies for absence. Cllrs Groves, Quirk and Wallace.			Local Government Act 1972, Sch12 p40.
FC14/45	Disclosure of local and/or disclosable pecuniary interests. None.			Local Government Act 1972, s117.
FC14/46	Report from outside organisations. To include a report from BBCllr Prescod with regard to all outstanding issues (as detailed in the ongoing issues log). To receive crime figures for the period 31 st January 2014 – 1 st May 2014. Appendix 1. (PCSOs Hales and Hurst were unable to attend the meeting).	A report was requested on 20 th May 2014 but not received. Cllr Bennett was concerned about the number of thefts from cars in Studley Road. No other comments were received.		
FC14/47	List of correspondence received (copies of correspondence can be requested from the Clerk). Appendix 2.	No further comments received.		

FC14/48	Schedule of receipts and payments – statements 121-126. Appendix 3.	No further comments received.	Clerk to keep on file.	Local Government Act 1972, s150 (6).
FC14/49	To receive and verify the attached bank reconciliation(s) (to be signed by two members who are not authorised signatories).	Resolved to verify. Proposed: Cllr Doggrell. Seconded: Cllr Wheeler. Resolved by all present and signed by Cllrs Bygraves and Dillistone.	Clerk to keep on file.	Local Government Act 1972, s150 (6).
FC14/50	To receive the Income & Expenditure report for all cost centres, for 2014-15, to date.	No further comments received.	Clerk to keep on file.	Local Government Act 1972, s150 (6).
FC14/51	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: http://woottonpc.bedsparishes.gov.uk/.</i> Members of the Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 12 th March 2014. Members of the Full Council are asked to receive and adopt the minutes of the (Confidential) Extra-ordinary meeting held on 2 nd April 2014. Members of the Full Council are asked to receive and adopt the minutes of the (Advisory) Leisure & Amenities meeting held on 29 th January 2014. Members of the Full Council are asked to receive and adopt the minutes of the (Advisory) Finance & General Purposes meeting held on 26 th February 2014.	Minutes were received and adopted. Proposed: - Cllr Dillistone. Seconded: - Cllr Chalmers. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Hall. Seconded: - Cllr Bennett. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Bennett. Seconded: - Cllr Chalmers. Resolved by all present. Minutes were received and adopted. Proposed: - Cllr Hall. Seconded: - Cllr Bygraves. Resolved by all present.		Local Government Act 1972, Sch 12 p41.
FC14/52	Matters arising from the minutes to include Issues log review – for information only. (Borough Council) – Neale Way – overgrown hedge. Clerk met with Amey and Bedford Borough Council on 11th September who agreed to consider works to the hedgerow. Cllr Doggrell continues to chase. - n/a – Traffic Management issues. Further meeting held 2.3.12 and Andy Prigmore (Highways) will take certain matters	No further comments received.		

	forward. Minutes circulated 7.3.12 – awaiting update from Andy Prigmore. Leave on file pending outcome of proposed works for Fields Road and the Cranfield/Bedford/Church/Fields Road junction. • 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. Highways have confirmed it will be replaced, but dates as yet are not known. Clerk chased 15.5.14. • FC12/74 – Allotments/Paddock. Paddock is now leased. Move to close. • FC12/104 – Public Access Defibrillator. Defibrillator now installed and the litter picker/handy man is undertaking the weekly and monthly checks. Clerk is waiting to hear about an awareness session to be provided by the Beds Fire & Rescue service. Awareness session will take place at the Fun Day on 5th July 2014. • FC12/107 – Bus Route 53. Clerk has received confirmation from Highways department following their recent meeting that they are seeking to meet with the head of Stagecoach to push for this variation. Clerk has chased the Borough Council for a further update, as has Cllr Chalmers. Cllr Chalmers continues to chase. • FC12/108 – s106 changes to Fields Road development. ME bid has been submitted but no further response received. Andy Lord attended FC on 8th January 2014 and has now asked if WPC intend to take control of the proposed new community hall. Plans are ongoing. • FC14/33 – Dog Control Order Consultation. Resolved to proceed with both proposals. Clerk is awaiting details of signage from the Borough Council. Ongoing.			
FC14/53	To receive a report from the Clerk on the recent casual vacancies.	The Clerk reported on the 3 casual vacancies – detailing how each arose, and was asked to read to members Steve Cruse's resignation. Cllr Dillistone asked what might be taken forward as a result. His attendance during the previous 12 months was noted, and Cllr Lloyd added that Steve did not respond to an invitation to submit ideas on projects and improvements.	Clerk has informed the Borough Council, and notices are due to be displayed with effect from 2 nd June 2014.	Local Government Act 1972, s87.
FC14/54	To resolve that the Parish Council apply to the Borough Council for recycling credits in respect of the bottle bank in situ at the recreation ground.	Resolved that the parish council apply for recycling credits. Cllr Bennett recommended advertising the bottle	Clerk to inform the Borough Council.	Local Government Act 2003, s93.

		bank in the parish newsletter, highlighting profit would be reinvested in the village. Proposed: Cllr Price. Seconded: Cllr Doggrell. Resolved by all present.		
FC14/55	To resolve that volunteers be permitted to undertake light maintenance duties at (but not limited to) Keeley End Pond, The Jubilee Gardens (recreation ground) and continue to deliver the Wootton newsletter.	Due to the high level of risk involved at Keeley End Pond, it was agreed by all members this be excluded (A R Worboys are contracted to maintain this area). The areas to include were: • Delivery of the newsletter • Fun Day • Jubilee gardens After further discussion it was resolved to permit volunteers to undertake light maintenance duties and/or assist with the Fun Day and newsletter delivery, and to complete a low level volunteer risk assessment. The Clerk advised she would liaise with Cllr Quirk to establish if anyone might be over the age of 85 (an insurance requirement). She was also asked to see if a suitable template might be available from members of the SLCC (Society of Local Council Clerks). Proposed: Cllr Price. Seconded: Cllr Dillistone. Resolved by all present.	Clerk to take forward with Cllr Quirk and the SLCC.	Local Government Act 1972, s111.
FC14/56	To resolve that LSI Utility Brokers be instructed to source an alternative (cheaper) electricity provider.	Cllr Price stated that Eon were the only providers of street lighting. They were also the current suppliers to the changing rooms. After discussion it was thought the Parish Council could, if permitted, source a cheaper provider itself and so it was resolved this be considered or ruled out by the Planning & Environment committee	Clerk to include on next P&E/L&A agendas.	Parish Councils Act 1957, s3.

		(street lighting) and Leisure & Amenities committee (changing rooms). Proposed: Cllr Bennett. Seconded: Cllr Dillistone. Resolved by all present.		
FC14/57	To consider a response to Bedford Borough Council with regard to their Parking Standards for Sustainable Communities consultation.	No further comments received.		National Planning Policy Framework
FC14/58	To receive and accept the Internal Best Practice Review (Risk Assessment and Management (Financial) report and recommendations for Q3&4 2013-14.	Resolved to accept all findings and recommendations, and to take the following forward: • Salary rate and NALC scales to be recorded in future minutes¹; • List of authorised signatories (signatures and initials) to be kept on file for audit purposes²; • Clerk to provide current budget figures with all grant applications¹; • Clerk to investigate an electronic cemeteries package²; • Clerk to photograph Burial books (too large and bulky to copy)²; • Clerk to investigate replacing her current metal filing cabinet with a lockable, fire-proof one²; • Clerk's annual appraisal was currently with Cllrs Chalmers and Lloyd³; • Clerk to ensure an annual review of the caretaker, litter picker and allotments officer's contracts and salaries²;	Clerk to note¹ ; Clerk to take forward² ; Cllrs Chalmers and Lloyd to take forward³; Cllr Lloyd to take forward⁴;	Audit Commission Act 1998, Accounts and Audit (England) Regulations 2011.

		• Cllr Lloyd to provide members with a copy of his Work Station Assessment⁴. (No decision was made on the Clerk repaying all or some of her training fees, were she to leave within a certain timeframe having completed her qualification). Proposed: Cllr Bennett. Seconded: Cllr Price. Resolved by all present. Members thanked Cllrs Bennett and Groves for their efforts.		
FC14/59	To receive and accept the Internal Audit report, as completed for year end 2013-14.	Resolved to accept the Internal Audit report. Proposed: Cllr Bennett. Seconded: Cllr Chalmers. Resolved by all present.	Clerk to take forward, and retain on file.	Audit Commission Act 1998, Accounts and Audit (England) Regulations 2011.
FC14/60	To review the effectiveness of the Internal Audit, as completed for year end 2013-14.	Resolved that the Internal Audit was effective. Proposed: Cllr Price. Seconded: Cllr Hall. Resolved by all present.	Clerk to take forward, and retain on file.	Audit Commission Act 1998, Accounts and Audit (England) Regulations 2011.
FC14/61	To approve the Annual Return and Annual Governance Statement, in respect of the Parish Council's statement of accounts for year end 2013-14.	Resolved that the Annual Return and Annual Governance Statement for year end 2013-14 be approved. Proposed: Cllr Price. Seconded: Cllr Hall. Resolved by all present.	Clerk to take forward, and retain on file.	Audit Commission Act 1998, Accounts and Audit (England) Regulations 2011.
FC14/62	To resolve which projects to undertake in 2014-15, and agree an appropriate budget in line with current Earmarked Reserves.	Cllr Lloyd detailed a meeting that Cllr Quirk and the Clerk had recently had with Highways, stating that there was the possibility of Highways adopting all street lights within the village (at a cost not yet determined). Discussions then took place with regard to which projects could be taken forward during 2014-15, whilst waiting for further information from	Clerk to liaise with Cllrs Lloyd (noticeboards) and Quirk (trees), and add a suitable agenda item to Full Council regarding the Memorial Hall.	Financial Regulations.

		Highway. Resolved that noticeboards and trees be taken forward, and that an agenda item be included for next Full Council on 11th June 2014 to determine and agree works to the Memorial Hall exterior and car park entrance. It was noted the current budget might be insufficient, and so the agenda item would include provisions to remedy this. Proposed: Cllr Dillistone. Seconded: Cllr Price. Resolved by all present.		
FC14/63	To resolve to accept a recommendation from the Leisure & Amenities committee to disconnect the gas supply at the changing rooms.	Resolved to accept the recommendation. Proposed: Cllr Bygraves. Seconded: Cllr Dillistone. Resolved by all present.	Clerk to take forward.	Local Government (Misc Provisions) Act 1976, s19.
FC14/64	To resolve to accept a recommendation from the Finance & General Purposes committee to approve an increase in fees in respect of hiring the Memorial Hall.	Resolved to accept the recommendation. Proposed: Cllr Dillistone. Seconded: Cllr Bennett. Resolved by all present.	Clerk to retain on file.	Local Government Act 1972, Sch 12, p10.
FC14/65	To resolve to accept a recommendation from the Finance & General Purposes committee to renew the insurance policy with Came & Co.	Resolved to accept the recommendation. Proposed: Cllr Hall. Seconded: Cllr Dillistone. Resolved by all present. Resolved to accept the 3 year long term agreement. Proposed: Cllr Price. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to take forward.	Local Government Act 1972, s111.
FC14/66	To receive an item of correspondence from the tree warden.	The correspondence, in which the tree warden announced her retirement, was circulated ahead of the meeting. Cllr Price suggested her work over the years be recognised with an honorary	Clerk to liaise with Cllr Quirk.	Local Government Act 1972, s112.

		title of tree warden emeritus, along with a letter of thanks and possibly flowers or a tree planted within the village. It was hoped she would still provide advice as required, as would the Forest of Marston Vale. It was agreed Cllr Quirk was best placed to take this forward, with the Clerk. Resolved to take forward all the suggestions above with Cllr Quirk. Proposed: Cllr Bygraves. Seconded: Cllr Doggrell. Resolved by all present.		
FC14/67	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.			Public Bodies (Admissions to Meetings) Act 1960 s1(2) and Local Government Act 1972 s100.
FC14/68	To receive a report from the Clerk regarding the litter picker/handy man.			Local Government Act 1972, s112.

Meeting closed at 9.10pm.

Chairman.....

Date.....

Appendix 1**31st January 2014 to 1st March 2014**

THEFT FROM SHOPS AND STALLS	23/2/2014 17:10	23/2/2014 17:10	CAUSE END ROAD WOOTTON BEDFORD	NORTH- 766	WOOTTON
BURGLARY IN A BUILDING OTHER THAN A DWELLING	24/2/2014 08:00	25/2/2014 15:00	ELLIS CL WOOTTON BEDFORD	NORTH- 766	WOOTTON
BURGLARY IN A BUILDING OTHER THAN A DWELLING	10/2/2014 10:00	13/2/2014 08:15	EMERTON WAY WOOTTON BEDFORD	NORTH- 766	WOOTTON
THEFT FROM MOTOR VEHICLE	13/2/2014 20:30	14/2/2014 07:30	EMERTON WAY WOOTTON BEDFORD	NORTH- 766	WOOTTON
THEFT FROM MOTOR VEHICLE	02/2/2014 00:30	02/2/2014 09:30	HALL END ROAD WOOTTON BEDFORD	NORTH- 766	WOOTTON
THEFT FROM MOTOR VEHICLE	11/2/2014 16:30	13/2/2014 09:00	HOLLIES WALK WOOTTON BEDFORD	NORTH- 766	WOOTTON
HARASSMENT - (PFHA SECTION (4)) PUTTING PEOPLE IN FEAR OF VIOLENCE	10/2/2014 09:00	10/2/2014 22:10	STEWART COURT WOOTTON BEDFORD	NORTH- 766	WOOTTON
THEFT FROM MOTOR VEHICLE	13/2/2014 18:30	14/2/2014 07:20	STUDLEY ROAD WOOTTON BEDFORD	NORTH- 766	WOOTTON
THEFT FROM MOTOR VEHICLE	13/2/2014 17:00	14/2/2014 08:45	STUDLEY ROAD WOOTTON BEDFORD	NORTH- 766	WOOTTON

Appendix 1

28th February to 2nd April 2014

<u>Offence Class Description</u>	<u>committed</u>	<u>address</u>	<u>beat code</u>	<u>area</u>
NON CRIME RECORDABLE	13/03/2014 19:00	SHERWOOD CLOSE WOOTTON BEDFO	NORTH-766	WOOTTON
OTHER MISCELLANEOUS THEFTS NOT CLASSIFIED ELSEWHERE	16/03/2014 15:30	CRANFIELD ROAD WOOTTON BEDFOR	NORTH-766	WOOTTON
THEFT FROM MOTOR VEHICLE	29/03/2014 00:00	BEDFORD ROAD WOOTTON BEDFORD	NORTH-766	WOOTTON
THEFT FROM MOTOR VEHICLE	29/03/2014 21:00	SUMMERFIELD DRIVE WOOTTON BED	NORTH-766	WOOTTON
THEFT OF MOTOR VEHICLE	29/03/2014 21:00	SUMMERFIELD DRIVE WOOTTON BED	NORTH-766	WOOTTON

Appendix 1

Crimes committed between 31st March 2014 and 1st May 2014

<u>Offence Class Description</u>	<u>First Committed</u>	<u>Address</u>	<u>Beat Code</u>	<u>Beat Name</u>
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	15/4/2014 21:10	FOLKES ROAD WOOTTON BEDFORD	NORTH-76	WOOTTON
BURGLARY IN A BUILDING OTHER THAN A DWELLING	09/4/2014 22:00	KEELEY LANE WOOTTON BEDFORD	NORTH-76	WOOTTON
OTHER MISCELLANEOUS THEFTS NOT CLASSIFIED ELSEWHERE	04/4/2014 22:00	ST. MARYS ROAD WOOTTON BEDFORD	NORTH-76	WOOTTON
OTHER MISCELLANEOUS THEFTS NOT CLASSIFIED ELSEWHERE	09/3/2014 00:01	HALL END WOOTTON BEDFORD	NORTH-76	WOOTTON
THEFT FROM MOTOR VEHICLE	03/4/2014 18:00	POTTERS CROSS WOOTTON BEDFORD	NORTH-76	WOOTTON
THEFT FROM MOTOR VEHICLE	05/4/2014 09:00	GROVEBURY COURT WOOTTON BEDFORD	NORTH-76	WOOTTON
THEFT FROM MOTOR VEHICLE	30/4/2014 12:00	HOO CLOSE WOOTTON BEDFORD	NORTH-76	WOOTTON
THEFT IN A DWELLING OTHER THAN FROM AUTOMATIC MACHINE OR METER	05/4/2014 00:01	ST. MARYS ROAD WOOTTON BEDFORD	NORTH-76	WOOTTON

Appendix 2

Schedule of correspondence			
Date received	Type	From	Brief details
6.3.14	Email	Parish Online - Get Mapping	Parish Online newsletter - March 2014.
11.3.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 3rd March 2014 - 7th March 2014.
11.3.14	Email	Bedford Borough Council	Agenda for Standards Committee, Wednesday 19th March 2014 at 6.30pm.
11.3.14	Email	Bedford Borough Council	Planning weekly list - Week 10.
12.3.14	Email	Bedfordshire Police - Ringmaster	Countrywide Car Parts Theft - warning.
13.3.14	Email	Ordnance Survey - Public Sector Mapping	Legacy address products and residual rights.
13.3.14	Email	Ordnance Survey - Public Sector Mapping	Rebranding of National Land and Property Gazetteer brand and continuation of the DTF 7.3 format data supply beyond 1st April 2014.
13.3.14	Email	Viatronics Corp	Effective speeding accident prevention with radar.
13.3.14	Letter and enclosures	Bedford Borough Council	Allocations and Designations Local Plan plus Policies Map 2014.
18.3.14	Email	Ordnance Survey - Public Sector Mapping	Business enquiry update.
18.3.14	Email	Bedford Borough Council	Planning weekly list - Week 11.
18.3.14	Email	Proludic	Social fitness zones.
18.3.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 10th March 2014 - 14th March 2014.
19.3.14	Letter and brochure	E-on	Changes to terms and conditions for small and medium enterprises.
19.3.14	Letter and enclosures	SLCC	Community Governance - Recruiting students for January 2015 plus enclosures from Shaw & Sons (Specialist products and services for local councils).
20.3.14	Email	BRCC	Newsletter - March 2014.
20.3.14	Letter and enclosures	CPRE	Invitation to attend AGM 12th April 2014.
22.3.14	Letter and enclosures	CPRE	Prior notification of increase in fees - December 2014.
22.3.14	Letter and enclosures	BDO	Audit paperwork 2013-14.
22.3.14	Letter and poster	Bedford Borough Council	Bedford Best Bar None scheme.
24.3.14	Email	Bedford Borough Council	Rural Affairs Committee agenda - Tuesday 1st April 2014.
24.3.14	Email	Bedfordshire Pension Fund	Circular 278 Annual Update.
25.3.14	Brochure	Glasdons	Products for Local Councils.
25.3.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 17th March 2014 - 21st March 2014.
25.3.14	Email	Bedford Borough Council	Planning weekly list - Week 12.
25.3.14	Email	Urban Ramps	Portable skating ramps.
25.3.14	Email	Bedfordshire Pension Fund	LGPS2014 Scheme Guides.
26.3.14	Email	Bedford Borough Council	Minutes for Standards Committee, Wednesday 19th March 2014, 6.30pm.
26.3.14	Email	Thirsk Payroll	HMRC Real Time Information: Late Filing Penalties 2014-2015.
27.3.14	Email	Bedfordshire Association of Town and Parish Councils	Bedfordshire Bugle - move to electronic version as from May 2014.
27.3.14	Email	CPRE	Reminder re invitation to attend AGM and audited accounts.
27.3.14	Letter	Co-operative Bank Plc	Information on unplanned overdrafts and compensation arrangements.
1.4.14	Letter and brochure	Proludic	Play and sports areas.
1.4.14	Email	Bedford Borough Council	Planning weekly list - Week 13.
1.4.14	Email	Plantscape	Planters.
1.4.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 24th March 2014 - 28th March 2014.
1.4.14	Email	Sutcliffe Play	Product additions.
2.4.14	Email	Bedford Borough Council	Decision Sheet - Rural Affairs Committee - Tuesday 1st April 2014 at 6.30pm.
2.4.14	Newsletter	CPRE	Field Work - Spring 2014.
4.4.14	Letter and enclosures	Bedford Borough Council	Monthly updates to the Electoral Register - 1st April 2014.
4.4.14	Letter	Bedford Borough Council	Grass cutting agreement - 2014 (£1,682.49).
4.4.14	Letter and Newsletter	Bedford & Milton Keynes Waterway Trust	Newsletter Spring 2014.
7.4.14	Email	Came & Co	Spring Parish matters - newsletter.
7.4.14	Email	Bedfordshire Police	Crime stats - March 2014.
7.4.14	Posters	Bedford Borough Council	Equipment Demonstration Area details.

Clerk's correspondence FC May14

7.4.14	Letter	10 Downing Street	Tad cut for business and charities - Employment Allowance (Clerk can confirm parish councils are not eligible).
8.4.14	Email	Broxap Litter Bins & Recycling Units	External Derby recycling units.
8.4.14	Email	Bedford Borough Council	Planning weekly list - Week 14.
9.4.14	Email	CVS - Voluntary Works	CVS update - April 2014.
9.4.14	Email	Bedfordshire Pension Fund	LGPS Employer Estimate request form.
10.4.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 31st March 2014 - 4th April 2014.
10.4.14	Email	Bedfordshire Clinical Commissioning Group	Case of change - letter from Dr Paul Hassan.
10.4.14	Email	Ordnance Survey - Public Sector Mapping	Newsletter - March 2014.
10.4.14	Email	Ordnance Survey - Public Sector Mapping	Public Sector Licence and clarification of its impact on the PSMA Member Licence.
12.4.14	Newsletter	CPRE	Newsletter - Countryside Voice - Spring 2014.
12.4.14	Posters	Bedford Borough Council	European Parliamentary Election 22 May 2014 - Notice of Election - Eastern Electoral Region.
12.4.14	Letter	EE	RPI price change of 2.7% to the Clerk's mobile plan.
12.4.14	Letter and Newsletter	Came & Co	Spring Parish matters - newsletter.
14.4.14	Email	Resident	Parking issues Mepham Road/Bedford Road junction.
15.4.14	Email	Resident	Dog mess concerns, cyclists on pavements and various parking issues.
15.4.14	Email	Broxap Litter Bins & Recycling Units	Internal recycling units.
15.4.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 7th April 2014 - 11th April 2014.
15.4.14	Email	Bedford Borough Council	Planning weekly list - Week 15.
22.4.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 14th April 2014 - 18th April 2014.
22.4.14	Email	Bedford Borough Council	Planning weekly list - Week 16.
23.4.14	Email	B & C Shelter Solutions	Bus, pram, teen and smoking shelters.
23.4.14	Email	Bedfordshire Association of Town and Parish Councils	Clerk's Bugle and subscriptions reminder.
23.4.14	Email	Bedfordshire Association of Town and Parish Councils	Bedfordshire Bugle May 2014.
25.4.14	Email	Bedford Borough Council	Notice of Poll - European Parliamentary Election - 22nd May 2014.
28.4.14	Email	Bedfordshire Railway & Transport Association	Newsletter and request to become a member.
28.4.14	Notices	Bedford Borough Council	Statement of Parties and Individual Candidates nominated and Notice of Poll - European Parliamentary Election - 22nd May 2014.
28.4.14	Letter and enclosure	Bedford Borough Council	Updates to the Electoral Register - 24th April 2014.
29.4.14	Email	Broxap Litter Bins & Recycling Units	Concrete seats.
29.4.14	Email	Ordnance Survey - Public Sector Mapping	PSMA newsletter - April 2014.
29.4.14	Email	Bedford Borough Council	Planning weekly list - Week 17.
29.4.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 21st April 2014 - 25th April 2014.
29.4.14	Email	National Energy Foundation	Energy saving article.
30.4.14	Email	Public Sector Executive Online	Solarwinds - working with the Public Sector.
1.5.14	Email	Bedfordshire Police	Scams Awareness month.
6.5.14	Email	Bedford Borough Council	Planning weekly list - Week 18.
7.5.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 28th April 2014 - 2nd May 2014.
8.5.14	Brochure	The Higgins, Bedford	What's On - May - September 2014.
8.5.14	Email	Bedfordshire Police	May newsletter.
9.5.14	Email	The Conservation Volunteers	Volunteers - conservation tasks.
12.5.14	Email	Public Sector Executive Online	E-newsletter.
13.5.14	Email	Broxap Street Furniture	Cast Iron bollards.
13.5.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 5th May 2014 - 9th May 2014.
13.5.14	Email	Bedford Borough Council	Planning weekly list - Week 19.
13.5.14	Email	Park Leisure	25th Anniversary newsletter.
14.5.14	Email	HAGS SMP	Promotional offer on outdoor fitness equipment.

Clerk's correspondence FC May14

19.5.14	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003 and Local Govt (Misc Provisions) Act and the Gambling Act 2005 - 12th May 2014 - 16th May 2014.
20.5.14	Email	Bedford Borough Council	Planning weekly list - Week 20.

Appendix 3

Receipts & Payments presented - 19th Feb 14 - 1st May 14			
Credit	Debit	To/From	Description
£ 40.00		Advertising	Wootton newsletter income
£ 50.00		Advertising	Wootton newsletter income
	£ 35.00	F Bavington	Bus shelter cleaning
£ 40.00		Advertising	Wootton newsletter income
£ 40.00		Advertising	Wootton newsletter income
	£ 29.40	BT	Broadband
	£ 20.64	BT	Phone line
	£ 105.00	Anglian Water	Changing rooms water rates
	£ 114.80	WRFC	Reimbursement re purchase of new football goalposts
£ 50.00		MUGA hire	MUGA hire income
	£ 104.26	Bromham Parish Council	Dog Control Order notice
	£ 11.35	Anglian Water	Cemetery water rates
	£ 51.78	Sue Playford	Expenses Feb 14
	£ 3,764.99		Salaries Feb 14
	£ 66.32	BT	Phone line
£ 40.00		Advertising	Wootton newsletter income
	£ 4,092.00	S J Helliwell Fencing contractors	Replacement railings and hedging - Lorraine Road cemetery
	£ 22.23	British Gas	Standing charges - changing rooms
£ 6.71		Co-operative Bank	Interest
	£ 270.49	I C Brindle & Co	Life buoy - Keeley End pond
	£ 14.99	Anglian Water	Standing charges - allotments/paddock
	£ 43.40	EE	Clerk mobile
	£ 950.00	J Dennis Garden & Property	Cemeteries maintenance
	£ 187.18	Bedford Borough Council	Trade refuse - Lorraine Road cemetery
£ 25.00		Advertising	Wootton newsletter income
£ 130.00		MUGA hire	MUGA hire income
	£ 221.04	Eon	Changing rooms electricity
	£ 108.49	Eon	Street lighting
£ 30.00		MUGA hire	MUGA hire income
£ 40.00		Advertising	Wootton newsletter income
£ 40.00		MUGA hire	MUGA hire income
£ 160.00			Interment income - cemetery
	£ 51.00	Bedford Borough Council	Cemetery rates
£ 40.00		MUGA hire	MUGA hire income
£ 200.00		Wrighton & Barker	Interment income - cemetery
	£ 35.00	F Bavington	Bus shelter cleaning
	£ 29.40	BT	Broadband
	£ 20.64	BT	Phone line
	£ 91.00	Anglian Water	Changing rooms water rates
£ 240.00		Neville funerals	Interment income - cemetery
£ 194.50		Spelman/Lovell	Paddock income
£ 4.50			Allotment income
£ 200.00		Stewartby Parish Council	Cemetery income
	£ 55.35	Sue Playford	Expenses Mar 14
	£ 400.00	Neil Gates	Tree works recreation ground
	£ 3,734.99		Salaries Mar 14
	£ 875.00	CopyKatz Ltd	Newsletter printing
	£ 420.00	Durasport	MUGA flooring contract
	£ 1,560.00	Gravity Engineering Ltd	Skate park footpath
	£ 105.90	Viking Direct	Stationery
	£ 74.52	S Brown Electricals	Street lighting repairs
	£ 43.40	EE	Clerk mobile
£ 5.76		Co-operative Bank	Interest
	£ 950.00	J Dennis Garden & Property	Cemeteries maintenance
£ 10.00		MUGA hire	MUGA hire income
£ 40.00		Abbotts	Interment income - cemetery
	£ 183.44	Eon	Changing rooms electricity
	£ 450.00	P Lant Builders	Changing room repairs
	£ 3,247.00	P Lant Builders	Village hall car park repairs
	£ 120.12	Eon	Street lighting
£ 60,458.00		Bedford Borough Council	Precept 1st tranche and CT Grant
	£ 52.08	Bedford Borough Council	Cemetery rates
£ 165.00		MUGA hire	MUGA hire income
£ 130.00		MUGA hire	MUGA hire income
	£ 29.40	BT	Broadband
	£ 20.64	BT	Phone line
	£ 91.00	Anglian Water	Changing rooms water rates
	£ 35.00	F Bavington	Bus shelter cleaning
£ 1,682.49		Bedford Borough Council	Grass cutting allowance
	£ 88.20	BT	Broadband
	£ 102.00	Wootton Memorial Hall	Hall hire
	£ 52.45	Sue Playford	Expenses Apr 14
	£ 3,433.99		Salaries Apr 14
£ 25.00		Advertising	Wootton newsletter income
£ 40.00		Advertising	Wootton newsletter income
£ 45.00		MUGA hire	MUGA hire income
	£ 300.00	Wootton New Life Methodist Church	Office rent
£ 25.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income
	£ 600.00	Wootton Church & Poor's Land Charity	Rent - allotments and paddock
£ 25.00		Advertising	Wootton newsletter income
£ 1,337.46		HRMC	VAT refund
	£ 108.78	Viking Direct	Stationery
	£ 44.30	EE	Clerk mobile
£ 25.00		Advertising	Wootton newsletter income
£ 25.00		Advertising	Wootton newsletter income

£ 65,659.42 £ 27,617.96

b/f	£ 46,375.93
Income	£ 65,659.42
Expenditure	£ 27,617.96
Balance c/f	£ 84,417.39