



WOOTTON PARISH COUNCIL



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You are invited to attend a meeting of the Full Council on Wednesday 8th February 2017 at 7.30pm in the Memorial Hall, Bedford Road, Wootton, for the purpose of transacting the following business:

Agenda no	Agenda item title	Power
Open Forum	<i>(Members of the public are welcome to present any matter relevant to the wellbeing of Wootton Parish and each parishioner will receive the attention of the council for a period not exceeding 3 minutes, with a maximum of 15 minutes in total. Please contact the clerk no later than the morning of the meeting if you wish to do so). Recording, including filming, audio recording, taking photographs, blogging, tweeting and the use of other social media websites is permitted at council meetings which are open to the public. Anyone wishing to do so <u>MUST</u> speak to the chairman prior to the meeting as the parish council has an Audio-Visual Recording, Filming and Photographing of Meetings/Committee Meetings policy, which must be adhered to.</i>	Public Bodies (Admissions to Meetings) Act 1960, s1 (1).
FC17/28	Apologies for absence.	Local Government Act 1972, Part V, s85 (1) & Sch 12, Part VI, p40.
FC17/29	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC17/30	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	Localism Act 2011, Ch 7, s33.
FC17/31	To receive résumés from two residents wishing to be co-opted as members of Wootton Parish Council (filling two casual vacancies). Co-option will be made via paper ballot.	Local Elections (Parishes and Communities) (England and Wales) Rules 2006 SI2006/3305 r 5(5). Local Government Act 1972, Sch 12, Part VI, p39.
FC17/32	Report from outside organisations – for information only. To receive a report from BBCllr/Cllr Wheeler, to include all outstanding issues. To receive crime figures for January 2017.	N/A.
FC17/33	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.

FC17/34	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website:http://woottonpc.bedsparishes.gov.uk/.</i> Members of Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 11th January 2017. Members of Full Council are asked to receive and adopt the minutes of the (advisory with the exception of payment authorisation) Finance & General Purposes Committee meeting held on 30th November 2016. Members of Full Council are asked to receive and adopt the minutes of the advisory Neighbourhood Plan Steering Group meeting held on 21st September 2016. Members of Full Council are asked to receive and adopt the minutes of the advisory Roads & Footpaths Safety Steering Group meeting held on 21st September 2016. Members of Full Council are asked to receive and adopt the minutes of the advisory Wootton Play Equipment Working Group meeting held on 5th October 2016.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
FC17/35	Matters arising from the minutes to include Issues log review – for information only. Please inform the Clerk by Tuesday 7th February 2017 if you wish to update any item below – for information only. • FC14/117 + FC15/217 – Bedford Borough Council’s Local Plan 2032 (now 2035). • FC14/192 + FC15/114 + FC15/132 – Submission of sites for consideration as Local Green Spaces. • FC15/17 + FC15/115 + FC16/19 + FC17/18 – Trial of alternative Dog Control Order signage. • FC15/39 + FC16/247 – Designation of the whole civil parish of Wootton as a Neighbourhood Area. • FC15/53 + FC15/94 + FC16/42 + FC/220 + FC16/307 – Local Council Award Scheme. • FC16/61 – Bedford Borough Council’s decision-making processes for the Fields Road South development. • FC16/90 + FC16/118 + FC16/170 + FC16/199 + FC16/228 + FC16/253 + FC16/277 + FC16/311 + FC17/26 – Community Centre at Berryfields. • FC16/139 + FC16/221 + FC16/248 + FC16/299 – Memorial Hall play area (Fields in Trust - FIT). • FC16/159 – RoSPA inspection reports. • FC16/169 + FC16/251 – Wootton in Bloom. • FC16/195 + FC16/283 – Bedford Borough Council’s evaluation of several large-scale proposals for new settlements within the Borough as part of their Local Plan 2035 Call for Sites. • FC16/222 + FC16/242 + FC17/20 – Berryfields ditch. • FC16/224 + FC16/275 – Gambles Amusements/Fun Fair. • FC16/225 + FC16/249 + FC16/310 – Car parking at the recreation ground car park. • FC16/270 – Installation of a raised table with zebra crossing in Fields Road. • FC16/271 – Community Infrastructure Levy Funds (£22,346.57). • FC16/273 – Disclosure and Barring Service (DBS) checks.	
FC17/36	Chairman’s report – for information only.	N/A.
FC17/37	To receive a report from the (Executive) Planning & Environment Committee – for information only.	N/A.
FC17/38	To receive and approve the attached Generic Guide to Finance document, to be used in conjunction with agenda items	Governance and Accountability for

	FC17/39-41 below.	Smaller Authorities in England 2016
FC17/39	Schedule of receipts and payments – statement(s) 32 (Unity Trust Bank Ltd) as previously approved by the Finance & General Purposes committee – for information only.	Governance and Accountability for Smaller Authorities in England 2016.
FC17/40	To receive and verify the attached bank reconciliation(s) (to be signed by two members who are not authorised signatories).	Governance and Accountability for Smaller Authorities in England 2016.
FC17/41	To receive and verify the Income & Expenditure report for all cost centres for 2016-17, to date.	Governance and Accountability for Smaller Authorities in England 2016.
FC17/42	To review the Strategic Action Plan for 2016-17 and receive an update from all relevant councillors regarding ongoing projects for 2016-17.	Localism Act 2011, Ch 1, s1-8.
FC17/43	To consider a response to Bedford Borough Council in relation to its consultation on items for consideration/investigation by its four verview and Scrutiny Committees and to resolve a suitable course of action.	Stakeholder Consultation.
FC17/44	To consider a response to Bedford Borough Council in relation to a variation application for a Street Trading Consent and to resolve a suitable course of action.	Stakeholder Consultation.
FC17/45	To receive a training overview provided by Bedford Borough Council with regard to the Community Infrastructure Levy (CIL) (to form part of the ongoing councillor training matrix) and to resolve that the information provided has been understood.	Localism Act 2011, Ch 1, s1-8.
FC17/46	To consider a feasibility study in relation to a request from a Berryfields resident that Wootton Parish Council take over the management of all green spaces and play areas within that development and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC17/47	To consider the inclusion of other sites within the parish as part of Bedford Borough Council's new Public Space Protection Order (PSPO) for Dog Control Orders and to resolve a suitable course of action.	Stakeholder Consultation. Localism Act 2011, Ch 1, s1-8.
FC17/48	To review delivery of the Wootton Newsletter by Bespoke Media and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC17/49	To receive a recommendation from the Finance & General Purposes committee (to approve a grant request in full from the Wootton Community First Responder Group - £118.76 for the purchase of clothing) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC17/50	To resolve under the terms of the Public Bodies (Admissions to Meetings) Act 1960, s1(2) that any members of the public or press present please leave, in order to discuss the following item(s).	Public Bodies (Admissions to Meetings) Act 1960, s1(2).
FC17/51	To appoint a contractor to undertake clearance works within the Jubilee Garden area at the Recreation Ground and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC17/52	To appoint a contractor to undertake remedial works to the wooden flooring at the Memorial Hall, Bedford Road and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC17/53	To appoint an individual/contractor to maintain proposed village planters and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC17/54	To receive the latest report regarding the management and running of the community centre at Berryfields and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.

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Sue Playford,

Clerk to the Council,

1st February 2017.