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Minutes of the Meeting of the **Full Council** held on Wednesday 9th August 2017 at 7.35pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	There were two members of the public present, including one who wished to be considered for co-option to the parish council. The second member was there to observe proceedings. There were no other members of the public or press present and so the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Lloyd (in the chair), Bygraves, Doggrell, Hensher, Hudson, Martin, Noakes, O'Dell, Quirk, Wallace and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton.			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FC17/202	Apologies for absence. Cllrs Hall and Regmi.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FC17/203	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FC17/204	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
FC17/205	To receive a résumé from a resident wishing to be co-opted as a member of Wootton Parish Council (filling one of two casual vacancies). Co-option will be made via paper ballot.	The résumé was circulated ahead of the meeting. Resolved by paper ballot to co-opt Lisa Lewis as a member of Wootton Parish Council. A Declaration of Acceptance of Office Form was duly signed and	Clerk to take forward.	Local Elections (Parishes and Communities) (England and Wales) Rules 2006 SI2006/3305 r 5(5). Local Government Act 1972, Sch 12, Part VI, p39.

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		witnessed by the Clerk as Proper Officer and Lisa was welcomed.		
FC17/206	Report from outside organisations – for information only. To include a report from BBCllr/Cllr Wheeler. (Appendix 1).	BBCllr/Cllr Wheeler's report was circulated ahead of the meeting. He reported on a lorry which had struck 5 Cranfield Road whilst trying to manoeuvre the double roundabouts at the top of Fields Road. He had met with Neil Laws (Senior Project Manager, Concept Project Management (Consultants) Ltd who was taking action to prevent construction traffic/HGV's/other large vehicles coming through the village. Cranfield Road would be closed throughout September 2017 for infrastructure works and speeding along that same road was also being investigated. It was understood works to build the 55 bed care home facility (Fields Road) would start in October/November 2017. BBCllr/Cllr Wheeler confirmed Bedford Borough Council were taking legal action against the owner of 50 Cause End Road, who still had not removed fencing from highways land. Any challenge would result in court proceedings. BBCllr/Cllr Wheeler then reported on a fight between gangs which had recently taken place on the recreation ground. Police were on site and one male was arrested in possession of a knife. It was understood some individuals were school children – however the instigator was not. BBCllr/Cllr Wheeler had met with Dave Bennett (Senior Highways Engineer, Bedford Borough Council) regarding	Clerk to keep on file.	N/A.

	To receive crime figures for July 2017. (Appendix 1a).	proposals for traffic calming in the Potters Cross area. The trigger point for these works was not known and BBCllr/Cllr Wheeler confirmed proposals would come to the parish council ahead of implementation. No further comments received.		
FC17/207	List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only. (Appendix 2).	No further comments received.	Clerk to keep on file.	N/A.
FC17/208	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website:</i> http://woottonpc.bedsparishes.gov.uk. Members of Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 12th July 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 28th June 2017. Members of Full Council are asked to receive and adopt the minutes of the advisory Fun Fest Committee meeting held on 21st June 2017. Members of Full Council are asked to receive and adopt the minutes of the advisory Neighbourhood Plan Steering Group meeting held on 28th June 2017.	Minutes were received and adopted. Proposed: Cllr Doggrell. Seconded: Cllr Bygraves. Resolved by all present. Minutes were received and adopted. Proposed: Cllr Bygraves. Seconded: Cllr Lloyd. Resolved by all present. Minutes were received and adopted. Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr Lloyd. Resolved by all present. Minutes were received and adopted. Proposed: Cllr Bygraves. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).

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	Members of Full Council are asked to receive and adopt the minutes of the advisory Roads & Footpaths Safety Steering Group meeting held on 15th March 2017. Members of Full Council are asked to receive and adopt the minutes of the advisory Wootton Play Equipment Working Group meeting held on 7th June 2017.	Minutes were received and adopted. Proposed: Cllr O'Dell. Seconded: BBCLlr/Cllr Wheeler. Resolved by all present. Minutes were received and adopted. Proposed: BBCLlr/Cllr Wheeler. Seconded: Cllr Lloyd. Resolved by all present.		
FC17/209	Matters arising from the minutes to include Issues log review – for information only. - FC14/117 + FC15/217 + FC17/128 – Bedford Borough Council's Local Plan 2032 (now 2035). Resolved 10th May 2017 (FC17/128) (subject to clarification that Wootton currently faced no further development – which has since been confirmed) to object to proposals to develop within Kempston Rural, given its proximity to Wootton. Response submitted. - FC17/201 + FC17/235 – Community Centre at Berryfields. Refer to agenda item FC17/235. - FC17/199 – Wootton in Bloom. Resolved 12th July 2017 (FC17/199) to appoint Warners of Bedford to undertake all aspects of maintenance and watering. Parish council to consider further planters in future months. - FC17/192 + FC17/229 – Berryfields ditch. Resolved 14th September 2016 (FC16/222) to undertake a full risk assessment ahead of any other course of action. A Health & Safety risk assessment and covering letter have been sent to members of Bedford Borough Council, Persimmon Homes and RoSPA. Resolved 11th January 2017 (FC17/20) to note the disappointing content of RoSPA's report and review the situation in six months' time, in the hope remedial works are complete. Refer to agenda item FC17/229. - FC17/134 + FC17/228 – Community Infrastructure Levy Funds (£89,476). Resolved 9th November 2016 (FC16/271) and 14th December 2016 (FC16/304) and 10th May 2017 (FC17/134) to consider the following:	No further comments received.	Clerk to keep on file.	N/A.

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	•Memorial Hall replacement flooring; •Neighbourhood Planning costs; •Upgrade of all bus stops in Wootton, to make them disable-friendly. Refer to agenda item FC17/228. • FC17/172 – Bedford Borough Council Overview and Scrutiny Committees. Resolved 8th February 2017 (FC17/43) that the following be considered/investigated by Bedford Borough Council: •Traffic Management in Bedford Town – to be widened to include the entire Borough; •Investigation into the effect of planning on local communities. The Clerk has been informed both will be taken forward by Bedford Borough Council’s Environment and Sustainable Communities Overview and Scrutiny Committee – but that Traffic Management WILL focus only on Bedford Town. • FC17/197 + FC17/222 – Marston Vale Innovation Park (17/00666/MAO). The parish council has employed a professional planner to assist and a robust objection has been submitted to Bedford Borough Council. A response is awaited. Refer to agenda item FC17/222. • FC17/190 + FC17/234 – Remedial works to several footpaths within the village. Resolved 10th May 2017 (FC17/136) Cllr O’Dell would investigate revised designs for the kissing gates at Tithe Barn Road, ahead of appointing a contractor to undertake footpath works. It is now known Bedford Borough Council are responsible for the footpaths leading to the recreation ground from Tithe Barn Road. Resolved 12th July 2017 (FC17/190) to remove the kissing gate nearest Church Road to enable better disabled access, in September 2017. Refer to agenda item FC17/234 with regard to remaining footpath remedial works. • FC17/186 – Lack of dog waste and general litter bins in the Potters Cross/Berryfields area. BBCllr/Cllr Wheeler was asked to establish to establish with Bedford Borough Council whether a general litter bin could be installed along Potters Cross – especially given a bin in that area was removed some time ago.			
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FC17/210	Chairman's report – for information only.	Cllr Lloyd reported he, the Clerk, BBCllr/Cllr Wheeler and Andrea Pellegram (Andrea Pellegram Ltd) had met with Philip Simpkins (Chief Executive, Bedford Borough Council) and Dave Hodgson (Mayor) to discuss the proposed Marston Vale Innovation Park. Discussions were centred on conditions the parish council sought to obtain (were the proposal approved), rather than on the proposed B8 industrial unit. Agreement was given to regular liaison meetings and Messrs Simpkins and Hodgson agreed to investigate the possibility of moving the crèche to the other side of Fields Road and look at better ways to prevent construction traffic/HGV's/other large lorries driving through the village. Cllr Lloyd confirmed the proposal was due to be determined by Bedford Borough Council's Planning Committee on 21st August 2017 – 6.30pm start (Committee Room One). He added the Clerk had made a Freedom of Information Request (FOIA) to Bedford Borough Council with regard to the tender process, leading to the appointment of Goodmans. It was noted funding received by Bedford Borough Council (SEMLEP) would fund Phase 1 (hotel, pub and smaller units). Andrea Pellegram had noted several instances where policies within the National Planning Policy Framework (NPPF) seemingly had not been adhered to and the hope was the Planning Committee would agree to a deferment until at least September – to allow for a	All to take forward.	N/A.
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		site visit with representatives from the parish council also. It wasn't known if the proposal would go ahead without the B8 unit. The Clerk confirmed she had attempted to register BBCllr/Cllr Wheeler, Cllr Lloyd and Michelle Dyson to speak at August's Planning Committee meeting but this could only be completed once the agenda had been published (expected 10th August 2017). Cllrs Martin and Noakes, plus at least one resident from the village were expected to attend that meeting also, but did not need to register as they were not speaking. Finally, Cllr Lloyd asked for volunteers to assist Cllrs Bygraves and Regmi with the funding process for the Play Equipment Working Group.		
FC17/211	To receive and adopt a report from the (Advisory) Fun Fest Committee and to resolve a suitable course of action on any issues arising. (Appendix 3).	Resolved to receive and adopt – no further comments were received and there were no issues arising. Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr O'Dell. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC17/212	To receive and adopt a report from the (Advisory) Neighbourhood Plan Steering Group and to resolve a suitable course of action on any issues arising. (Appendix 4).	Resolved to receive and adopt – no further comments were received. One issue was arising – a volunteer to work on Sustainable Communities was still needed. Proposed: Cllr O'Dell. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/213	To receive a report from the (Executive) Planning & Environment Committee – for information only. (Appendix 5).	No further comments received.	Clerk to keep on file.	N/A.

FC17/214	To receive, review and adopt the Project Action Plan from the (Advisory) Roads & Footpaths committee and to resolve a suitable course of action on any issues arising. (Appendix 6).	Resolved to receive, review and adopt – no further comments were received and there were no issues arising. Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr O’Dell. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC17/215	To receive and adopt a report from the (Advisory) Wootton Play Equipment Working Group and to resolve a suitable course of action on any issues arising. (Appendix 7).	Resolved to receive and adopt – no further comments were received and there were no issues arising. Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC17/216	To receive, review and adopt the Strategic Action Plan for 2017-18, including all updates and to resolve a suitable course of action on any issues arising. (Appendix 8).	Cllr Doggrell reported Keeley End Pond was complete for this year – seeding would continue in the New Year. Cllr Lloyd confirmed Average Speed Cameras as a planning condition (should the Marston Vale Innovation Park proposal be approved by Bedford Borough Council against the parish council’s wishes) would be taken forward – given increased traffic travelling to that site would be routed through the village. The Wootton in Bloom project had received positive feedback – further planters would be considered in the December edition of the Wootton Newsletter. The proposed Village Entrance Sign (Fields Road) would remain on hold until the Marston Vale Innovation Park proposal had been dealt with. Resolved to receive, review and adopt – no further comments were received. Proposed: BBCllr/Cllr Wheeler. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

FC17/217	To receive, review and adopt all Risk Assessments for 2016-17, to review all allocated to councillors/clerk for 2017-18, including all updates and to resolve a suitable course of action on any issues arising. (Appendix 9).	Cllr Lloyd agreed to provide Cllr Bygraves with a key for the toilet block/changing rooms as needed. Cllr Martin confirmed she was on target to complete those allocated to her by September 2017. Resolved to receive, review and adopt – no further comments were received. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	All to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/218	To receive the attached Generic Guide to Finance document, to be used in conjunction with agenda items FC17/219-221 below.	No further comments received.	Clerk to keep on file.	Governance and Accountability For Smaller Authorities in England 2017.
FC17/219	Schedule of receipts and payments – statement(s) 41 (Unity Trust Bank Ltd) as previously approved by the Finance & General Purposes committee – for information only. (Appendix 10).	No further comments received.	Clerk to keep on file.	Governance and Accountability For Smaller Authorities in England 2017.
FC17/220	To receive and approve the attached bank reconciliation(s) (to be signed by two members who are not authorised signatories) and to resolve a suitable course of action.	Resolved to receive and approve all bank reconciliation(s) without further comment – signed by Cllrs Doggrell and Noakes. Proposed: Cllr Bygraves. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Governance and Accountability For Smaller Authorities in England 2017.
FC17/221	To receive and approve the Income & Expenditure report for all cost centres for 2017-18, to date and to resolve a suitable course of action.	It was noted Community Infrastructure Levy (CIL) income now sat within Full Council rather than Finance & General Purposes. Resolved to receive and approve the Income & Expenditure report for all cost centres without further comment. Proposed: Cllr Bygraves. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to keep on file.	Governance and Accountability For Smaller Authorities in England 2017.

FC17/222	To revisit Planning Application Ref 17/00666/MAO (Marston Vale Innovation Park proposal), receive any update and to resolve a suitable course of action.	In addition to comments made during Cllr Lloyd's report, it was noted Highways England were expected to comment on anticipated traffic congestion at the Marsh Leys roundabout – however their concerns were traffic travelling to the smaller units within the Innovation Park, rather than the B8 unit. It was not yet known what the Planning Officer (Jim Caffrey, Principal Planner, Bedford Borough Council) would recommend. BBCllr/Cllr Wheeler would advise as soon as possible.	BBCllr/Cllr Wheeler to take forward.	Stakeholder Consultation. Town & Country Planning Act 1990 & Subsequent.
FC17/223	To appoint councillors to attend a monthly councillor surgery (first Saturday monthly) and to resolve a suitable course of action.	The following slots were filled: 2nd Sep: Cllr Hensher; 7th Oct: Cllr Hudson to confirm; 4th Nov: Cllr Noakes; 2nd Dec: Cllr O'Dell.	Clerk to take forward and Cllr Hudson to confirm.	Localism Act 2011, Ch 1, s1-8.
FC17/224	To appoint councillors to assist with the Neighbourhood Plan launch event (Friday/Saturday 8th/9th September 2017) AND the Neighbourhood Plan and to resolve a suitable course of action.	Enough volunteers would be present and so Trevor Roff (Regeneration Positive) would not be required to attend on Saturday. The Clerk confirmed invitation to attend letters would be delivered to all households, week beginning 28th August 2017 and posters were in the noticeboards and on the parish council's website and Facebook page. BBCllr/Cllr Wheeler was delivering further copies to pubs, shops and the medical centre. As noted under agenda item FC17/212 there were still no volunteers to take on the theme of Sustainable Communities. The Clerk agreed to re-send the roster – anyone not yet named was asked to	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		confirm their availability. Resolved to accept the above. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.		
FC17/225	To consider upgrading existing CCTV cameras and the addition of further cameras at the recreation ground (ahead of the proposed upgrade of the Jubilee Garden area) and to resolve a suitable course of action.	The Clerk and Cllr Lloyd commented on how existing cameras did not cover all assets within the recreation ground. Only one of the eight cameras was digital – the remaining were analogue. After further discussion it was resolved to ask Ace Fire & Security to review the system and provide an outline cost to upgrade the existing system, before considering additional cameras/coverage. Proposed: Cllr Wallace. Seconded: Cllr Quirk. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/226	To consider re-locating the bottle bank away from the enclosed children's play area at the recreation ground, possible addition of a second bottle bank or increased collections, and to resolve a suitable course of action.	Resolved to have two bays marked out side-by-side to accommodate two banks (to accommodate collection/drop-off), but leave the positioning as currently is. The Clerk was instructed to ask the caretaker to monitor the bank at least twice weekly, ahead of deciding whether an additional bank or increased collections were warranted. Proposed: Cllr Wallace. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/227	To consider the practicalities and whether to lift the existing Dog Control Order (Dogs Excluded) at the recreation ground for the annual Fun Fest <u>only</u> and to resolve a suitable course of action.	After discussion it was resolved not to lift the order. BBCllr/Cllr Wheeler agreed to make enquiries at Bedford Borough Council to see if an enforcement team would cover the event (at cost to the parish council). Further resolved he also	BBCCllr/Cllr Wheeler to take forward.	Localism Act 2011, Ch 1, s1-8.

		enquire whether CCTV images could be used for potential prosecutions. Proposed: Cllr Bygraves. Seconded: Cllr O'Dell. Resolved by all present.		
FC17/228	To confirm that Community Infrastructure Levy monies (CIL) be spent upgrading all bus stops within Wootton (with the exception of Fields Road pending ongoing highways works) and to resolve a suitable course of action.	Resolved CIL monies be used to upgrade all bus stops within Wootton (bar Fields Road, pending ongoing works and the stop opposite the Fox & Duck PH on Bedford Road which has already been upgraded). Proposed: Cllr O'Dell. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/229	To consider a follow-up report from Cllrs Hensher and Noakes on the poor condition of a ditch within the Berryfields development, originally reported as unsafe (late 2016) and to resolve a suitable course of action.	The follow-up report was circulated ahead of this meeting and its contents noted. Resolved to send a copy to Bedford Borough Council and Persimmon (Northampton and Peterborough Offices). Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/230	To consider police priorities for Wootton and to resolve a suitable course of action.	Cllr Noakes confirmed he had raised visible policing, speeding and nuisance parking at an earlier police liaison meeting – without further response. Resolved the same three be mentioned again – priority to be visible policing throughout the whole village. Proposed: Cllr Noakes. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/231	To consider a policy for football teams training/playing on the recreation ground football pitches and to resolve a suitable course of action.	Cllr Bygraves detailed three Wootton teams at present who used the facilities at the recreation ground – Wootton Rangers (youth), Wootton Village (adult) and Wootton Wanderers (adult). There was no	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		capacity for any other teams to use the grass pitches. Cllr Lloyd offered changes to the draft policy and the Clerk agreed to make those and circulate the revision to all for approval. Resolved to accept the above. (Minutes of a recent Recreation Ground Committee meeting were given to the Clerk – to feature on the next Full Council agenda). Proposed: Cllr Doggrell. Seconded: Cllr Noakes. Resolved by all present.		
FC17/232	To receive and approve a revised lease for the paddock area at Hall End (now being used as an exercise area for two Labrador dogs) and to resolve a suitable course of action.	Resolved to receive and approve the revised lease without amendment. Proposed: Cllr Bygraves. Seconded: BBCllr/Cllr Wheeler. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/233	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).	There were no members of the public or press present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).
FC17/234	To appoint a contractor to undertake footpath works at several sites within the village and to resolve a suitable course of action.	Resolved to accept the quotation from Redlynch Leisure. Proposed: Cllr Wallace. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/235	To receive a report from Cllrs Bygraves and Wallace regarding the new Community Centre in Berryfields and to resolve a suitable course of action.	BBCllr/Cllr Wheeler initially reported on additional s106 Developer Contributions he had uncovered, following a meeting with Jim Caffrey (Principal Planner, Bedford Borough Council): • £25k – Community Facilities (which could include items for the community centre kitchen, air conditioning units and/or sports equipment) – spend by Feb 2022;	Cllr Wallace and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		• £7k – Public Art (including the Village Entrance Sign proposed for Fields Road) – spend by Oct 2021; • £15k – Structured Play Areas (which could include the Jubilee Garden refurbishment) – spend by Oct 2021. The Clerk was asked to include an agenda item for next Full Council to consider the above. Cllr Wallace then detailed a meeting some 6-8 weeks ago with himself, Cllrs Regmi and Wheeler and Andy Lord (Head of Planning, Persimmon). Andy had agreed to provide details of their solicitors to move matters forward – Cllr Wallace had only received that information on 8th August 2017. Cllr Wallace added there was a discrepancy regarding the proposed commuted sum for the pitches and MUGA (Multi Use Games Area) – this had been queried with Andy Lord and a response still awaited. It was suggested previous figures be overwritten and a new guideline figure be taken forward with Persimmon, in order to seek a swift resolution – that the parish council be appointed the freehold management entity for the community centre and pitches/MUGA. Resolved to accept the above. Proposed: Cllr Wallace. Seconded: Cllr Bygraves. Resolved by all present.		
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Meeting closed at 9.10pm.

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Borough Councillor Update: August 2017

Healthcare Review

A report has been released summarising the work to date of the Bedfordshire, Luton and Milton Sustainability and Transformation Plan (BLMK STP), which is reviewing the future of health and social care services in the area.

STP processes are being undertaken at the behest of NHS England in 44 areas across the country with a view towards improving service quality and reducing costs. The BLMK STP has been looking, therefore, at reconfiguring services in accordance with 5 priorities, as per the below table taken from www.blmkstp.co.uk:

- **Priority 1: Illness prevention and health promotion:** Preventing ill health and promoting good health by giving people the knowledge and ability, individually and through local communities, to manage their own health effectively
- **Priority 2: Primary, community and social care:** Delivering high quality and resilient primary, community and social care services across Bedfordshire, Luton and Milton Keynes
- **Priority 3: Secondary care:** Delivering high quality and sustainable secondary (hospital) care services across Bedfordshire, Luton and Milton Keynes
- **Priority 4: Digital programme:** Working together to design and deliver a digital programme, maximising the use of information technology to support the delivery of care and services in the community and in primary and secondary care
- **Priority 5: Demand management and commissioning:** Working together to make sure the right services are available in the right place, at the right time for everyone using health and social care in Bedfordshire, Luton and Milton Keynes

The BLMK STP's latest report, 'What We've Heard So Far', was published on the 30th June 2017 and summarises feedback received following engagement with the public as well as NHS staff and clinicians.

There has been particular concern from Bedford Borough residents around Priority 3 which is assessing the possibility of reconfiguring services between the 3 hospital sites in Bedford, Luton & Dunstable and Milton Keynes. This apprehension follows the verdict of the former Bedfordshire & Milton Keynes Healthcare Review, which ended last year and was not taken forward, that maternity services should be transferred from Bedford Hospital to Milton Keynes Hospital.

The June report states that there is support for the general principle of more services being specialised on certain sites and care provided closer to home (by GP services in particular). It also acknowledges, however, concerns around transport issues for patients should particular services be centralised, particularly with regard to maternity, A & E and paediatrics. The report can be read in full at <http://www.blmkstp.co.uk/what-weve-heard-so-far/>

The findings from the engagement process will now be taken forward by the BLMK STP in drafting a 'Case for Change' which will provide further details of proposed service amendments. It was also announced in June by NHS England that the BLMK STP is 1 of 8 areas across the country which will

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become an Accountable Care System; the exact details of this arrangement are as yet unclear, but it will likely involve healthcare commissioners and providers working collaboratively to a greater extent, particularly in managing services and budgets.

Borough councillors from all parties agree with the general aim of the STP to integrate services as a means of securing service improvements, but they are united also in their view that the key services of maternity, paediatrics and A & E must remain at Bedford Hospital.

Riverside North

Many of the businesses at the Riverside North development in Bedford, including the cinema and restaurants, have now opened.

It is expected that the formal opening of the site will be towards the end of the summer.

Ward Fund

I have now received notification of our Council Ward Funds for 2017/18 which allows me to make a financial contribution to local schemes benefitting the community.

If you feel you have a scheme you feel could benefit, please do not hesitate to get in touch.

Summer Sports Courses

The Council has announced a programme of sports courses for children to enjoy over the summer holidays.

From the 24th July – 1st September children aged 3 – 15 will be able to try their hand at sports such as tennis, cricket and water sports. For more details see www.bedford.gov.uk/summersportscourses

The following comments have also been received from Jim Caffrey, Principal Planner, Bedford Borough Council:

“There is £25,385.56 (inclusive of indexation to date) held within the relevant S106 account pursuant to outline planning permission 02/01445/OUT which is earmarked for spending on "Community Facilities". The money is required to be spent within the Parish of Wootton on new community buildings and/or the equipment/facilities contained within such buildings and/or equipment/facilities within public areas as deemed appropriate by the Borough Council in liaison with Wootton Parish Council. Any request made for part or all of this money will be required to satisfy the following test:

- details of the specific building/equipment/facilities which are to be funded;
- confirmation of the cost; and
- evidence to show that best value has been sought; and
- must be spent by 27th February 2022.

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Under the same S106 there is also a sum of £7,709.20 (inclusive of indexation to date) available to be used for the provision of public art. This money can be used for the provision of works of public art subject to the following test being satisfied:

- the submission to the local planning authority of the public art proposal;
- confirmation of the cost including a cost breakdown to include procurement, installation etc;
- evidence to show that best value has been sought;
- evidence to show that the community has been engaged in the development/formulation of the project;
- the public art must be sited within the immediate vicinity of Fields Road; and
- must be spent by 27th February 2022.

Under the same S106 there is also a sum remaining of £15,051.87 (inclusive of indexation to date) available to be used for the provision and/or improvement of sports pitches and/or other structured play areas within the parish of Wootton. This money can be used subject to the following test being satisfied:

- details of the specific facility/facilities which are to be funded;
- confirmation of the cost;
- evidence to show that best value has been sought; and
- must be spent by 28th October 2021.

You should also be aware that organisations other than the Parish Council could bid for part or all of the money which is available. In those circumstances where we receive a request for the money from more than one organisation the proposals will be reported to the service Director for a decision to be made”.

Cllr John Wheeler
August 2017

FC17/206a July 2017		
Offence Class Description (All ASB)	First Committed	Address
NUISANCE MALE	03/07/2017	HAYCROFT
PERSONAL	04/07/2017	CHURCH ROAD
DRUGS	10/07/2017	HARRIS WAY
NUISANCE BIKES	11/07/2017	FIELDS ROAD
NUISANCE BIKES	11/07/2017	MOORE CLOSE
NUISANCE BIKES	11/07/2017	ASHPOLE AVENUE
NUISANCE BIKES	13/07/2017	ASHPOLE AVENUE
DRUNK MALE	14/07/2017	HALL END ROAD
Offence Class Description	First Committed	Address
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	18/07/2017 14:30:00	HALL END ROAD
ATTEMPTED BURGLARY - BUSINESS AND COMMUNITY	20/07/2017 04:20:00	BEDFORD ROAD
BURGLARY - BUSINESS AND COMMUNITY	30/07/2017 17:00:00	HALL END ROAD
COMMON ASSAULT	02/07/2017 12:00	EMERTON WAY
COMMON ASSAULT	25/07/2017 01:00	HALL END ROAD
COMMON ASSAULT	21/07/2017 16:05	CAUSE END ROAD
DOMESTIC	10/07/2017 20:50	
DOMESTIC	10/07/2017 22:30	
DOMESTIC	10/07/2017 20:50	
OTHER MISCELLANEOUS THEFTS NOT CLASSIFIED ELSEWHERE	08/07/2017 15:30	CHURCH ROAD
OTHER MISCELLANEOUS THEFTS NOT CLASSIFIED ELSEWHERE	17/07/2017 00:00	HAYCROFT
THEFT FROM THE PERSON OF ANOTHER	03/07/2017 12:00	ARTHUR BLACK WAY
THEFT OF PEDAL CYCLES	14/07/2017 23:45	MOORE CLOSE

FC17/207 Schedule of correspondence			
Date received	Type	From	Brief details
12.7.17	Magazine	Campaign to Protect Rural England - Bedfordshire	Summer 2017 Issue 59
13.7.17	Email	Bedfordshire Police & Bedfordshire Police and Crime Commissioner	Bedfordshire PCC newsletter July 17
24.7.17	Email	BRCC (Bedfordshire Rural Communities Charity)	e-bulletin July 2017
26.7.17	Newsletter	Bedford & Milton Keynes Waterway Trust	July 2017 Volume 15 No 2 (plus a 2017 Cruise Guide - John Bunyan Bedford's Community Boat)

FC17/211

Fun Fest Committee report

(Please note items highlighted yellow require formal approval by members under this/an alternative agenda item)

19th July 2017

Resolutions

FF17/23 – To review 2017's events and consider any changes ahead of 2018's event and to make recommendation to Full Council as necessary.

The following was resolved:

- Date for 2018 was confirmed as Saturday 7th July;
- Booking form to be amended to ensure no silly string or bangers to be sold – with nothing aimed at adults being sold to children. To include a £50 deposit for larger stalls and food stalls – refunded on the day. This was considered necessary as some fun fair rides and food stalls had not turned up on the day – others had previously been turned away;
- Formally appoint (at cost to Wootton Parish Council (WPC) Bedford Borough Council's (BBC) Street Cleansing Team to clear the recreation ground of all rubbish on the Sunday;
- Ask BBC to provide (at cost to WPC) trade refuse size wheelie bins on the Saturday (four – to be sited at the arena corners);
- Agreed SP to make further investigations with BBC on the Dog Exclusion Order and whether it could be lifted for this one event/day – and to take the proposal to Full Council (once the outcome was known this would determine whether police dogs could attend and carry out a skills demonstration);
- Look to purchase bunting for the entrance to the recreation ground on Church Road, to draw attention to the event;
- Look to purchase additional signs – both advertising the event (two were stolen from the Ridge Road roundabout) and directional arrow signs for placement within Wootton on the day;
- Consider re-siting the arena – either in front of the stage or to the side – to encourage people who wished to stay all day as close as possible to the stage (which would create a better atmosphere);
- NR agreed to be "designated photographer" for the event;
- SP to ensure the grass is cut one/two weeks before the event (contractors had fallen behind schedule for the 2017 event);
- JW to ensure Wootton Upper School students would attend in 2018. JW would also see if the Bamberg band could be involved;
- Article covering the 2017 event to be put in the September edition of the Wootton Newsletter (with photographs), also asking for volunteers to join this committee and/or help on the day (volunteers would be required to attend no more than 3-4 meetings a year);
- 4x4 vehicles would attend again in 2018 with ramps for demonstrations;
- Look to check the feasibility of holding themed relay races (spacehoppers/dressing up) – possibly pitting estates or roads against each other.

FF17/24 – To review the budget for 2018's event to date and to make recommendation to Full Council as necessary.

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Appendix 3
Resolved to leave the budget unchanged at £3k.

Sue Playford MILCM
Clerk to the Council
28th July 2017

FC17/212

Neighbourhood Plan Steering Group report

(Please note items highlighted yellow require formal approval by members under this/an alternative agenda item)

26th July 2017

Resolutions

NP17/101 – To appoint Cllrs Martin and Noakes as members of the Neighbourhood Plan Steering Group.

Resolved to appoint Cllrs Martin and Noakes as members of this steering group.

Matters arising from the minutes – for information only.

- NP17/73 – Housing Needs Survey. Delivered and responses awaited*.
- NP17/75 – Green Infrastructure Plan (GIP). First workshop was held 15th June 2017 and was well attended. Further information awaited from Bedfordshire Rural Communities Charity (BRCC)*.
- NP17/79 – Neighbourhood Plan Theme Groups. Call for more volunteers was made at Full Council 14th June 2017. Request via Wootton Upper School for a prospective A level student to assist has been made. GL intends to replicate the GIP workshop at the upper school**.
- NP17/91 – A4 posters to be displayed around the village and on Facebook – mid-August. Letters to homes – week commencing 28th August 2017. SP to take forward once signed off. Refer to agenda item NP17/104.
- NP17/92 – Volunteers needed to help produce documentation. At the latest Full Council meeting (12th July 2017), Cllrs Martin and Quirk volunteered to assist.

*SP to chase BRCC on both issues.

**It was understood an A level student would be available to assist in September 2017 and that GL would replicate the GIP workshop at the upper school at that time.

NP17/104 - To consider progress against the Project Plan/Work Programme and to make recommendation to Full Council as necessary.

TR confirmed all was in hand with the exception of the two theme groups not yet allocated to anyone (Local Economy and Sustainable Community).

NP17/105 – To consider progress on the launch event (8th/9th September 2017) and to make recommendation to Full Council as necessary.

Resolved to sign off the following:

- Launch event invitation letter**;
- Village poster;
- Main exhibition consultation material*;
- Site specific consultation material*.

Further resolved to appoint BBC to print the above (on 195gsm polypropylene - £331.50)* and Bespoke Media to print and deliver the above**.

SP confirmed the scout hut had been booked for the event. SP to confirm/action the following:

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- Whether CVS would deliver and collect the noticeboards;
- How many tables/chairs are already in the scout hut – if insufficient – look to hire 15 larger and 4 smaller tables plus chairs;
- Whether BRCC could reproduce the “Call for Sites” map and include areas of green space;
- Produce a timetable (two-hourly slots) for the event, to recruit councillor volunteers to assist and raise the issue again at the next Full Council meeting;
- Ensure all name badges were available;
- Ensure all stationery items were available;
- See if volunteers from The Hub would serve refreshments (consider a donation to The Hub in return);

All present were asked to consider which groups and organisations to invite to a pre-launch.

GB agreed to source a quotation to print the “Call for Sites” map – as large as possible.

HM agreed to welcome people to the event, ticking them off against the electoral register.

GL to confirm arrangements for a rolling powerpoint display.

BH agreed to source refreshments.

A photographer was needed – photos to be published after the event. A feedback form was also required to obtain views.

Post-it notes would be colour-themed. SJ agreed to input all feedback into a spreadsheet after the event.

NP17/106 – To receive an update on the assignment of members (two per theme) to the Neighbourhood Plan Theme Groups, consider progress to date (by theme) and to make recommendation to Full Council as necessary.

It was noted both Local Economy and Sustainable Community themes were not yet covered.

GB and JN agreed to work together on Local Economy.

Environment Theme Report was advancing well – SP to forward to Full Council in the hope further volunteers could be recruited. TR agreed to supply a draft template for each theme to provide a starting point for engagement.

It was noted JW was best placed to obtain information from BBC.

NP17/107 – To consider a response to Bedford Borough Council (BBC) with regard to potential allocation of development sites and/or designation of Local Green Spaces as part of the Neighbourhood Plan and to make recommendation to Full Council as necessary.

Resolved to forward TR’s draft response to BBC.

NP17/108 – To receive an update from APC Planning (Sally Stroman) regarding assignment of the “Site Assessment” deliverable and to make recommendation to Full Council as necessary.

SS confirmed with SP she was moving forward with the work.

NP17/109 – To receive an update from GL regarding the Neighbourhood Plan website.

In GL’s absence, no further updates were available.

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NP17/110 – To receive further information/updates from APC Planning (Sally Stroman) and to make recommendation to Full Council as necessary.

No further information received.

NP17/111 – To receive further information/updates from Bedfordshire Rural Communities Charity (BRCC) and to make recommendation to Full Council as necessary.

No further information received.

NP17/112 – To receive further information/updates from Regeneration Positive and to make recommendation to Full Council as necessary.

No further information received.

**Sue Playford MILCM
Clerk to the Council
28th July 2017**

FC17/213

Planning & Environment Committee report

12th July 2017

Report from outside organisations – for information only

Bedford Borough Council – proposed temporary road closure – Church Road/Hall End Road, Wootton. To facilitate footway, carriageway and pedestrian crossing work. Closure is anticipated to be in operation between 7.30am and 5pm from Monday 24th July 2017 to Friday 1st September 2017 – specific dates will be advertised locally closer to the time. Where possible access will be maintained to property and premises but may be restricted from time to time according to local signing.

Alternative route: Proceed in a south-easterly direction along Church Road to Bedford Road. Turn left and continue to Keeley Lane. Turn left and continue to Hall End Road. Turn left and continue to site – and vice versa.

Kier Services – Highways England. Notification of road surface works – A421.

List of correspondence received (copies of correspondence can be requested from the Clerk).

Confirmation from BBCllr/Cllr Wheeler of his resignation from this committee, with immediate effect.

Matters arising from the minutes – for information only

- P14/84 + P14/152 + P15/10 – Parking problems/yellow lines proposals. Works were due for completion in September 2015 – clerk and BBC/Cllr Wheeler continue to chase.
- P16/150 + P16/177 + P16/269 + P17/13 + P17/36 + P17/118 + P17/157 – Visual Tree Inspection. Resolved 26th October 2016 (P16/269) to undertake all priority 1 works. Works have been completed bar cabling. The fallen ash tree at St. Mary’s churchyard has now been cleared and further works to damaged headstones, wall et al are to be taken forward. Clerk to re-open insurance claim so works to make safe and clear the area can be undertaken and claimed back from the tree owner.
- P16/175 – Popes Way. Bedford Borough Council have completed works to overhanging trees and are investigating the infill of an adjoining ditch near the entrance to Cause End Road. Resolved 13th July 2016 (P16/175) that the Clerk continue to try and register the area in the name of Wootton Parish Council (WPC). To date the Clerk has been unable to provide sufficient information to the Land Registry – adverse possession may be considered.
- P16/268 + P17/50 – New bench opposite the Cock Inn PH, Bedford Road. Bench is now in situ and the plaque is ready to be installed.
- P17/51 + P17/69 – Potentially dangerous ditch alongside the “Little Wootton” development, Hall End. Resolved 22nd February 2017 (P17/51) to send Bedford Borough Council a copy of Cllr Quirk’s findings. Bedford Borough Council responded stating it had no intention to erect fencing in the area. Cllr Quirk responded 29th March 2017 stating a danger had been presented now the hedge had been cut back – ditch was deep enough for someone to fall in (particularly those with limited mobility). Cllr O’Dell was asked to investigate and find fuller information ahead of asking Bedford Borough Council to undertake a risk assessment. A further report has been drafted and sent to Bedford Borough Council.

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- n/a – Cllrs Lloyd, Quirk and Wheeler plus the Clerk met with members from Bedford Borough Council's Highways department and the owner of 50 Cause End Road, to resolve ongoing issues regarding the infilling of a ditch alongside Popes Way Green and placement of his front/side boundary fencing. Bedford Borough Council instructed the owner to take down the fence panels (possibly pending an application to purchase highways land) and gave recommendations on how best to infill the ditch to ensure surface water continued to drain appropriately. Bedford Borough Council are now implementing an enforcement order as the owner has taken no further action.
- P17/90 – Request to review the height and materials used in the construction of fencing within the new play area on the Berryfields Estate. Resolved 12th April 2017 (P17/90) no action can be taken until the management entity is known. Clerk to keep on file.
- P17/146 – Horse Chestnut tree – Lorraine Road cemetery. Resolved 31st May 2017 (P17/146) to remove the tree and plant a replacement away from fencing and houses. Clerk has met with the retired tree warden who will recommend a suitable replacement and new position.

Planning Applications – for resolution

17/01673/FUL – Land between 51 and 53 Hall End Road – erection of one detached dwelling.

Concerns were raised over a lack of evidential works following an original planning application on the same site in 2002. Proposed plans for the 2017 application did not reflect the current situation.

Resolved **TO OBJECT** due to insufficient and detailed information

17/01676/FUL – 6 Halegate – erection of wooden summer house in rear garden.

Resolved **NO OBJECTIONS**.

17/01733/FUL – 8 Robinson Close – two storey rear extension.

Resolved **NO OBJECTIONS**.

17/01845/FUL – 30 Hollies Walk – loft conversion with dormer to rear and roof lights to front.

Resolved **NO OBJECTIONS**.

Planning Approvals (by Bedford Borough Council) – for information only

17/00375/FUL – 41-43 Cause End Road – refurbishment and extension of the existing cottages and the construction of three additional detached dwellings, together with off-road parking, private amenity space and associated landscaping.

This council previously recorded **NO OBJECTIONS**, but passed the following observations to Bedford Borough Council:

- Bedford Borough Council to consider any adverse impact the proposal could have on an adjacent listed building;
- Members raised concerns over vehicles entering and leaving the site – its location (near to the entrance for Lorraine Road) creates a crossroads, it is near a busy location (shop) and on a main bus route. Bedford Borough Council to consider the height of any fencing in that area.

17/01128/FUL – 10 Manor Road – hardstanding to existing grassed area to provide vehicular access to front garden.

This council previously recorded **NO OBJECTIONS**.

17/01129/LDP – 32 Neale Way – single storey rear extension.

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This council was not previously consulted as the proposal falls within lawful development regulations.

17/01230/FUL – 12 Farrell Road – single storey rear extension and first floor front extension.

This council previously recorded **NO OBJECTIONS**.

17/01417/TCA – 38 Church Road – Conifers x 3 – raise crown to 3m and reduce in height by one-third.

This council was not previously consulted as no tree preservation order was in place.

Planning (other – including Bedford Borough Council and the Secretary of State) – for information only.

17/00231/FUL – 80-82 Keeley Lane – erection of new infill dwelling following demolition of garage. Appeal has been made to the Secretary of State following Bedford Borough Council's decision to refusing the above planning application. Reason for refusal:

The proposed dwelling would be located in the open countryside where there is a general policy of restraint in place for new housing development. The proposal would not meet the special circumstances required for new dwellings in the open countryside specified in paragraph 55 of the National Planning Policy Framework and no local policy exceptions have been identified in this application. For this reason the scheme is considered to be contrary to policy AD1 of the Allocations and Designations Local Plan, policies CO2 (v), CP13, CP14 of the Core Strategy and Rural Issues Local Plan 2008 and saved policy H26 of the Bedford Borough Local Plan 2002.

Resolutions

P17/167 – To request above applications be considered by the Full Planning Committee of Bedford Borough Council.

Resolved that Planning Application 17/17/01673/FUL be considered by the Full Planning Committee of Bedford Borough Council.

P17/168 – To consider representation of the Council at the Full Planning Committee meeting of Bedford Borough Council discussing the above applications.

Resolved that Cllr Quirk make representation at the appropriate Full Planning Committee meeting, on behalf of Wootton Parish Council.

P17/169 – To receive a report from Cllr Quirk regarding a proposal to extend parking restrictions at the upper school on Hall End Road, to include the entrance of the new development known as "Little Wootton" and to resolve a suitable course of action.

Resolved to revisit this agenda item in three months' time, after which the road in question would have been resurfaced.

P17/170 – To receive and approve the latest RoSPA inspection report from Playsafety Ltd for Keeley End Pond, to consider additional findings from Playsafety Ltd concerning the bank adjacent to the timber garage and to resolve a suitable course of action.

Resolved the Clerk provide a copy of the report to the owner or owner's representatives, given the findings related to the property adjacent to the pond. It would be for them to determine whether to carry out remedial works as suggested within the report.

P17/171 – To consider an approach to the tenant responsible for ditch maintenance (footpath behind 48-64 Lorraine Road) as the area has been subject to fly-tipping and to resolve a suitable course of action.

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Resolved the Clerk write to the tenant to request the ditch be cleared.

Sue Playford MILCM
Clerk to the Council
28th July 2017

FC17/214**ROADS AND FOOTPATHS SAFETY STEERING GROUP PROJECT ACTION PLAN 2017-18**

Wootton Parish Council (WPC) publishes a Strategic Action Plan annually in May, drawn from the budget which is formally set in January and which includes project expenditure for the upcoming year.

The Roads & Footpaths Safety Steering Group committee will produce its own project plan, to be reviewed and amended as necessary at each committee meeting, after which it will be formally reviewed and approved by Full Council, alongside the Strategic Action Plan.

The Roads & Footpaths Safety Steering Group committee's projects for 2017-18 are:

Issue	How identified?	Timescale	Budget	Action/Update	Project Manager
Berryfields footpath via Potters Cross – lack of continuity between Potters Cross and Bedford Road	Committee discussion and TI	Mar 17	TBC	Pavement to be installed at the Berryfields entrance/exit in Potters Cross – as far as Bedford Road. Persimmon Homes will tarmac and add bollard(s) – unclear as yet whether they or Bedford Borough Council (BBC) will install lighting. Following a meeting with Andy Prigmore (AP - Service Manager, Highways, BBC) on 15th March 2017, it remained unclear whether the footpath would now extend as far as Bedford Road due to width restrictions and who would install lighting. JW reported it fell to Persimmon to deal with the footpath. He confirmed it should be tarmacked and include bollards to stop fast access into Potters Cross and have street lights.	JW

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				Potters Cross was too narrow for a footpath unless it were made single track with traffic passing points. It was understood a footpath was part of the original planning application for Berryfields and it was possible Persimmon were in breach of planning conditions. Agreed SP would source the original planning application and conditions to see what was proposed. Any findings to be reported to Paul Rowland, Assistant Director, BBC Planning, for a planning enforcement officer to take forward. Further agreed JW would check the relevant s106 agreement and SP would see if other Bedford Borough Parishes had experienced similar issues with Persimmon.	
Bus stops – upgrade to ensure stops are disable-user friendly	SO	TBC	TBC	WPC resolved 8th March 2017 (FC17/77) to request s106 Developer Contributions be used at six bus stops for all necessary works (including tactile paving and raised kerbs). WPC also requested an additional bus stop near the proposed pedestrian crossing on Fields Road (medical centre side). BBC has confirmed s106 Developer Contributions cannot be used to upgrade bus stops as they form part of a specific transport contribution. Resolved at Full Council 10th May 2017 (FC17/134) to use CIL¹ monies to the same effect and BBC has agreed. SP has passed maps detailing all bus stops to JW/BBC –	SP/JW

¹ Community Infrastructure Levy
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				BBC wish to use their own contractors to undertake the works and a quotation is awaited. SP confirmed the quotation would be taken to Full Council in August. Agreed to leave Fields Road for the time being, given works were proposed along that road to widen the footpath, install a new crossing and resurface it.	
Cranfield Road footpath – too narrow to accommodate pedestrians exiting via Barnes Road	Committee discussion and GL	Mar 17	TBC	Pinch point is outside the old cottages just before the new double mini-roundabout and the Fields Road South (FRS) development will see many pedestrians existing onto Cranfield Road via Barnes Road. AP confirmed the pinch point had been identified but works at present were simply to access the site. Trigger points and therefore timescales were not yet known. It is hoped JW will have further information regarding schedules and timings. It was unclear whether BBC Highways would be able to widen the area in question, given the lack of available land. It was also noted the entrances into the new development along Cranfield Road were too narrow for two cars – could cause back-up issues and accidents. Agreed JW would ask Dave Bennett, Senior Project Engineer, BBC to meet with members of this committee and SP to establish what, if any, works could be taken forward. If none could, then BBC needed to re-consider the current proposal to route pedestrians (including school children) through Barnes Road.	JW

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				Suggestion was made to create a footpath behind Russell Way as an alternative route.	
Church Road footpath – too narrow in parts	Committee discussion and CB	Mar 17	TBC	Andy Prigmore to be questioned at the committee meeting on 15th March 2017. AP confirmed the pinch point had been identified alongside the one above – the same information applied. He added land would be taken from highway NOT privately owned land. Agreed JW would ask Dave Bennett, Senior Project Engineer, BBC to meet with members of this committee and SP to establish what, if any, works could be taken forward.	SP
Fields Road footpath – concerns over shared access space between vehicles and pedestrians	Committee discussion and TI	Mar 17	TBC	GL detailed how the new development at Fields Road South (FRS) would see residents exiting the development via Summerfield Drive onto Fields Road, which they would have to cross to reach the only footpath. Was it possible to have a footpath on the south side of Fields Road, ideally from the Murco garage to the medical centre. AP explained Riparian Law did not cover ditches (it was disputed whether this was a ditch rather than a watercourse), meaning BBC were only responsible for the land to the north edge of the ditch. That, and the risk of pedestrians falling into the ditch meant a footpath in that area was not an option as it wouldn't be wide enough either. GL added a request from WPC to pipe and infill the ditch had been rejected by BBC in the past. s106 Developer Contributions would be available for works to improve the existing footpath.	To be appointed

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				Talks centred around the continued need for a footpath on both sides of the road, to take the pressure away from the Cranfield Road footpath also. It was thought plans to widen the existing footpath were not necessary – IF a footpath on the south side of the road was installed (as above). Agreed JW would ask Dave Bennett, Senior Project Engineer, BBC to meet with members of this committee and SP to establish what, if any, works could be taken forward.	
Lack of safe route to/from school – (Harris Way/Bedford Road sites)	Committee discussion and TI	Jan 18	N/A	TI previously detailed his wish for a safe route between both sites via Monoux Road. It was previously noted Monoux Road residents were already concerned with littering and a good number had attended WPC meeting(s) to strongly object to any such proposal. TI had then stated the possibility of a gated area with a Public Space Protection Order. Now Potters Cross was open, agreed to leave this on file for 12 months. Any further spend should be put towards ongoing improvements to the Potters Cross route, rather than creating further one(s)	N/A
Pedestrian crossing on Bedford Road between Mepharm Road and Cause End Road roundabout	Gerald Bygraves (non-committee member)	Mar 17	TBC	Request was made by residents from Hanover Court as they struggle to cross Bedford Road due to speeding traffic. AP confirmed BBC could survey the area and look at the potential for demand, and assess those likely to use one. It was noted in addition to residents at Hanover Court, a crossing would be used by children walking to Bizzy Bees and also	SP

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				Harris Way lower school (via Potters Cross). Costs would be in the region of £10k for an island, £40k for a zebra crossing and £85k for an electronic-style crossing. Resolved at Full Council 10th May 2017 (FC17/132) to take the proposal forward, starting with Bedfordshire Police. <i>JW detailed his aim to secure a new crossing outside the Lower School (Bedford Road). A traffic study had been completed – a pedestrian movement study would take place in September. It was recognised the proposal for Hanover Court may not be taken forward if the Lower School proposal was.</i> <i>Agreed to push for the installation of an island crossing near Hanover Court, once the Lower School crossing was in place.</i>	
Recruitment of volunteers to assist with gathering ideas, information and signatures	Committee discussion	Mar 17	TBC	Previously resolved to action: • Sort survey page (GL); • Add information to WPC's Facebook page (SP); • Add information to WPC's website (SP); • Add information to "Stop Proposed Housing" and "Wootton Past & Present" Facebook pages (GL); • Add information to "Berryfields" Facebook page (TI). Further information on speed restrictions was needed before actioning the above, after which discussions were needed regarding petitions/consultations ahead of completing this PAP.	To be appointed

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Speed restrictions – identifying what would work best and in what areas	Committee discussion	Mar 17	TBC	GL previously produced a list of pros and cons and TI detailed Sustrans (Safe Routes concept), providing information on surface treatments, kerb buildouts and ‘change in priority’ markers (like chicanes). The preferred speed restriction for Wootton was Average Speed Cameras (ASC’s). It was noted ASC’s had worked well in other parishes and AP confirmed they were most effective in reducing speeding. It was important to ensure their locations did not permit vehicles to use other routes – it was noted cars only travelling along a section of cameras before turning into side streets would still travel at reduced speed if they were following others passing through the village in its entirety. AP recommended four sets of cameras at the following locations: • Bedford Road – between Keeley Lane and Mepham Road and also Mepham Road to Cause End Road; • Bedford Road – between Cause End Road and Fields Road; • Fields Road – to the village exit. It was noted WPC would need the support of residents before proceeding further, and police support also. Speeding data recorded is validated at police HQ and is labour-intensive as it has to be done manually. All monies raised go to central government. Costings were expected to be in the region of £90k and BBC received no	To be appointed
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				funding from central government. As a result, no installations were currently ongoing although funding may be available in the future. AP was unsure on timescales but did suggest WPC consider using Community Infrastructure Levy (CIL) monies. To move forward AP suggested SP contact John Loughlin (Traffic Management Police) to arrange for a black box (traffic data recording device) to be installed at appropriate points in Bedford Road and Fields Road to collate speed statistics. This evidence base and possibly petition(s) would highlight the community's wish for ASC's (john.loughlin@bedfordshire.pnn.police.uk) Resolved at Full Council 10th May 2017 (FC17/132) to take the proposal forward without amendment. SP received figures from John Loughlin which included data for Fields Road, Keeley Lane and Church Road. However, John had stated the police placed boxes in situ to cover speed complaints – it was for BBC to collect data for ASC projects. It was recognised Fields Road and Keeley Lane were speeding hotspots – agreed to ask Speed Watch to focus on both areas and leave the issue of ASC's on file for the present time. Further agreed to include an article in the December Wootton Newsletter reinforcing the need to comply and stick to the speed limit – including the statistics provided by John Loughlin.	
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				Further agreed SP would obtain costings for Speed Indicator Devices (SID) – for all village entrance points.	
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To be reviewed at each committee meeting.

FC17/215

Wootton Play Equipment Working Group report

5th July 2017

Matters arising from the minutes – for information only

- WPE16/09 + WPE17/12 – This committee can have input regarding proposed play areas within the Fields Road South development, when plans are received by JW.
- WPE16/09 + WPE16/21 – Developer Contributions for play areas. JW confirmed 5th October 2016 (WPE16/21) two tranches totalling £40k could be used for offsite sports and play area provision, plus provision of sports pitches and structured play areas. Spend timetable was 2022 and Bedford Borough Council (BBC) had confirmed both could be used for phase 1 (resolved by Wootton Parish Council (WPC) 9th November 2016 (FC16/274)).
- WPE16/11 + WPE16/21 + WPE17/07 + WPE17/13 – Funding. The following members are investigating funding opportunities: GB, JC and NR. SG and JW can offer limited support – SP to sign off as necessary. WPC has agreed to earmark a sum of £25k from s106 developer contributions for match funding (FC17/161). Please refer to agenda item WPE17/32.
- WPE16/18 + WPE17/06 – Use of Jubilee Garden area. Works to clear the area have been completed, however the area requires rotivating. SP has asked Worboys to undertake the works.
- WPE16/19 + WPE17/06 + WPE17/20 – Design ideas and equipment. A list of generic equipment was agreed 1st February 2017 (WPE17/06) and relevant contractors have been asked to submit quotations based on specifications/timescales laid down within WPE17/06. Caloo and Proludic were the two favoured designs as agreed 7th June 2017 (WPE17/20). Both to be asked to quote again with various amendments and details will be available to view at the Fun Fest (8th July 2017) before a formal consultation is undertaken. Please refer to agenda item WPE17/31.
- WPE16/20 – Two way access system/coffee shop/similar for the recreation ground. Resolved 5th October 2016 (WPE16/20) to leave the proposal on file and review in two years.
- WPE17/06 – Consultation. June-October will see the creation of an online consultation and links on the parish council's website and Facebook page. Other Facebook pages will be included and a stall will be held to promote the proposal at the July Fun Fest. A playground design in paper and electronic form will be available in September 2017.

Resolutions

WPE17/31 – To receive a report from the working group following a second meeting with Caloo and Proludic to discuss site/equipment/layout options and to make recommendation to Full Council as necessary.

New quotations and designs to include wet pour paving and fencing layout were received. Mower width needs to be checked with Worboys (for access to the play area) and it was queried where there was a walk way between the metal fencing and existing wooden fencing.

Top cost now is £115K from Proludic.

(SP to find out width of mowers for access to play area. SG to find out why the play fencing is so far away from the wooden fencing).

WPE17/32 – To receive a report from the funding sub-committee who are investigating funding possibilities and to make recommendation to Full Council as necessary.

Biffa confirmed WPC was not eligible as it was a local authority. WPC was not in the correct location to apply for Sita Wren Yorventure funding.

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BRCC (Bedfordshire Rural Communities Charity) were establishing WPC's eligibility for their funding.

Veolia require a 20% contribution upfront which has been earmarked from s106 developer contribution funds.

The aim was to apply for the later Veolia schedule – Stage 1 (1 September 2017 to 30 November 2017). Stage 2 (6 October 2017 to 4 Jan 2018, with a project start between 26 March 2018 to 25 June 2018. However if SG and JC could produce the Stage 1 application before August's meeting, the committee could aim for the earlier schedule.

The project process was described again – once total grants monies were known a tender could be sent to suppliers, stating equipment, fencing, gates, flooring and landscaping requirements – and the total budget. Suppliers would then have around 3-4 weeks to submit responses and this committee would make a recommendation on the preferred supplier to Full Council.

Other grant options (ASDA and One Stop) were suggested but there were no volunteers to take the proposal forward.

Suggestion was also made to seek sponsorship from businesses in the locality and adjoining areas – such as Toys R Us.

(SG and JC to produce stage 1 application for Veolia. JW to establish whether Rural Grant funding can be applied for, ahead of the next meeting).

WPE17/33 – To discuss the consultation process as part of the Fun Fest (8th July 2017) and September 2017 Wootton newsletter and to make recommendation to Full Council as necessary.

SG agreed to speak to NR about having displays on the PTFA Fun Fest stall. SG will rename the Facebook page Wootton Rec New Playground. CJ agreed to laminate A4 posters for attachment to existing playground fencing, detailing the proposal for the area.

**Sue Playford MILCM
Clerk to the Council
28th July 2017**

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STRATEGIC ACTION PLAN 2017-18

WPC² will publish an action plan annually in May. The Plan will be drawn from the budget which is formally set in January and which includes project expenditure for the upcoming year.

WPC will review the action plan on a monthly basis and will amend it as necessary. It will be formally reviewed by FC³ also on a monthly basis – to include an update on issues detailed, the addition of new issues identified and sign off of any completed issues.

Wootton Parish Council's objectives for 2016-17 are:

Action	How identified?	Timescale	Budget	Update	Project Manager
CCTV	Budget/precept discussions January 2017	2017	£5,000	To coincide with regeneration of Jubilee Garden area. Refer to agenda item FC17/225	Cllr Lloyd
Christmas street lighting	Budget/precept discussions January 2017	2017	£10,000	- Feb 17 – obtain specification and ongoing maintenance/installation fees (Clerk continues to chase BBC⁴); - Apr 17 – Clerk has received an email objecting to the proposal and asking that WPC reconsider the style of lighting (suggestion was made to have something along the lines of Woburn's street lights). The clerk is sourcing pictures and has asked the objector for examples – no response to date	Clerk
Community Centre Contingency	Budget/precept discussions January 2017	TBC	£10,000	Recommendation made to ring-fence monies to contribute towards costings if WPC take it on	All

² Wootton Parish Council

³ Full Council

⁴ Bedford Borough Council

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Appendix 8

Conversion of paddock into additional allotments/parking	Commencement of lease agreement between WPC and Wootton Poor's Land Charity	Annual review during precept discussions	£8,000	To be take forward when sufficient demand identified	Clerk
Keeley End Pond regeneration	Following transfer to WPC from Persimmon Homes	2017	£6,808	All tree works and clearance has been completed and the area has been sprayed with round-up. • Apr 17 – bat houses installed; • Apr 17 – consider purchasing wood for insect housing? • Apr 17 – remaining grass seed and bark chippings spread; • May 17 – duck house to be installed	Cllr Doggrell
Lorraine Road cemetery extension	Local Plan 2035	TBC	£7,000	Recommendation made to ring-fence £5,000 per year. Clerk is seeking a formal valuation for the land in question for ongoing budgeting purposes	Clerk and Cllr Quirk
Neighbourhood Plan	Local Plan 2035	2017	£30,000	Now a monthly Full Council report agenda item	Cllr Lloyd
Noticeboards	New development – Fields Road North* and South**	*2018 **2021	£2,000	Locations at both sites to be identified as development draws to a close	Clerk
Recreation ground footpaths	Budget/precept discussions January 2017	2017	£20,000	Refer to agenda item FC17/234	Clerk
Recreation ground remodelling works – Jubilee Gardens	Budget/precept discussions January 2017	2017	TBC	• Mar 17 – equipment identified; • Apr 17 – contractor quotations awaited; • May 17 – consultation/fundraising	Cllr Lloyd
Recreation ground remodelling works – Phase Two	Budget/precept discussions January 2017	2018	£5,000	To follow after the works to the Jubilee Gardens have been completed	Cllr Lloyd.
Replacement trees	Ongoing commitment	N/A	£500	To be actioned as need arises	Clerk

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St. Mary's footpath repairs	Budget/precept discussions January 2017	2017	£2,000	Refer to agenda item FC17/234	Clerk
St. Mary's stone and railing cemetery wall	Cemetery Risk Assessment 2015	N/A	£15,000	Recommendation made to ring-fence additional monies (£5,000 for 2017/18) to repair/replace as needed. Quotation awaited on remedial works following the fallen ash tree	Cllr Quirk
Speed cameras	R&FSSG Committee ⁵	2018	£10,000	Recommendation made by the R&FSSG Committee to leave speed cameras on file ufn	Cllr Lloyd
Transfer of street lights (ownership) to BBC	Discussions on record anomalies between WPC and BBC in 2012 and 2016	2018	£20,000	BBC were to provide costings to transfer ownership of all street lights from WPC to BBC. Deadline has now been put back to March 2018 as officers are focusing efforts on implementing an upgrade scheme to make lanterns more energy and financially efficient. Hope is BBC will see if testing required ahead of the transfer can be brought forward	Cllr Quirk
Wootton in Bloom	Budget/precept discussions January 2016	2017	£10,000	Planters are in place and Warners of Bedford were appointed to undertake all watering and maintenance	Clerk and Cllr Lloyd
Wootton village entrance sign	Old sign was removed as part of ongoing development along Fields Road	2017	£10,000	- Mar 17 – receipt of specification for the “chimney” sign received from Barry Sullivan. Further quotations are now being obtained; - Jun 17 – consultation in Wootton News to favour one of two designs; - Aug 17 – end date for consultation; - Sep/Oct 17 – tender process for winning design;	Cllrs Bygraves and Lloyd

⁵ Roads & Footpaths Safety Steering Group
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Appendix 8

				Nov 17 – award contract and determine build date; Project now on hold in light of the Marston Vale Innovation Park proposal	
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To be reviewed monthly at Full Council.

FC17/217**RISK ASSESSMENTS PLAN 2017-18**

WPC⁶ assigns and reviews all Risk Assessments annually in May. This plan details who those Risk Assessments have been assigned to, timescales and any resultant findings/actions.

WPC will review the plan on a monthly basis to ensure timescales are adhered to and/or to receive updates and to sign off completed Risk Assessments.

Where indicated*, risk assessments can be viewed via the following link: http://woottonpc.bedsparishes.gov.uk/files/index?folder_id=10152736, but be aware they may not be the latest version.

Wootton Parish Council's Risk Assessments still outstanding for 2016-17 are:

Risk Assessment	Originally Assigned to	Issues Arising/ Recommendations	Re-Assigned to	Completion due by date/ Other Issues	Signed off date and initials
Changing Rooms and Toilet Block	Cllr Bygraves	Not yet identified	N/A	Mar 17	N/A
Keeley End Pond	Cllr Groves	Not yet identified	Cllr Martin	Mar 17	N/A
Memorial Hall Play Area	Cllr Groves	Not yet identified	Cllr Martin	Mar 17	N/A

Wootton Parish Council's Risk Assessments for 2017-18 are:

Risk Assessment	Originally Assigned to	Issues Arising/ Recommendations	Re-Assigned to	Completion due by date/ Other Issues	Signed off date and initials
Benches	Cllr Hensher	Periodic visual checks needed to the areas around	Merged with Street Furniture	N/A	N/A

⁶ Wootton Parish Council
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		benches and benches themselves			
Bus Shelters	N/A		Merged with Street Furniture	N/A	N/A
Cemeteries *	N/A		CLRs O'Dell and Quirk	Jul 2017 (to be added to website)	Jul 17 SO/PDQ
Changing Rooms and Toilet Block	CLr Bygraves	Still with CLr Bygraves 2016-17 – not available via the website	CLr Bygraves	Review monthly until complete	
Christmas Tree *	CLr Hensher		N/A	November 2017	
Defibrillator	CLr Quirk		Wootton Community First Responder Group	Community First Responder now completes monthly checks	Ongoing – monthly checks required
Generator	CLr Hensher	List of authorised users established (Mark Atkins and CLr Lloyd)	CLr Hensher	Mark Atkins to sign document at Fun Fest (8 th July 2017) before adding to website	Jul 17 Clerk
Keeley End Pond	CLr Groves	Still with CLr Groves 2016-17 – not available via the website	CLr Martin	Review monthly until complete	
Litter & Dog Bins	CLr Hensher		Merged with Street Furniture	N/A	N/A
Litter Picking *	CLr Hensher	Lone Working – contact designated person to advise on shifts being worked (start and finish times) – advise any incidents/observations	Clerk	Jun 17 – Clerk can obtain free personal alarms from PCSO Dancer. Jul 17 – still not received – Clerk has chased Charlotte (caretaker – recreation ground) has confirmed it will be difficult to inform a designated person to notify her shifts. Alison	

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				(allotments officer) informs her husband, Lorna (litter picker), her mother. Recommendation made at Full Council (FC17/124) 10th May 2017 that hi-viz jackets and suitable footwear (supplied by WPC) must be worn by both Charlotte and Lorna. Equipment has been ordered. Review monthly until complete	
Lone & Isolated Working *	Cllr Hensher	Lone Working – contact designated person to advise on shifts being worked (start and finish times) – advise any incidents/observations Issues staff with protective equipment where appropriate	Clerk	Jun 17 – Clerk can obtain free personal alarms from PCSO Dancer. Jul 17 – still not received – Clerk has chased. Charlotte (caretaker – recreation ground) has confirmed it will be difficult to inform a designated person to notify her shifts. Alison (allotments officer) informs her husband, Lorna (litter picker), her mother. Recommendation made at Full Council (FC17/124) 10th May 2017 that hi-viz jackets and suitable footwear (supplied by	

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				WPC) must be worn by both Charlotte and Lorna. Equipment has been ordered. Review monthly until complete	
Marquee	Cllr Hensher	Not yet available on the website	Cllr Hensher	Jul 2017 (to be added to website)	Jul 17 BH/Clerk
Memorial Hall Play Area	Cllr Groves	Still with Cllr Groves 2016-17 – not available via the website	Cllr Martin	Review monthly until complete	
MUGA (Multi Use Games Area) *	Cllr Hensher	Injury through confrontation with MOP ⁷ - consider issuing personal alarms to lone workers	Cllr Bygraves	Review monthly until complete	
Recreation Ground Play Area *	Cllr Hensher	MOP – accident risk of slipping, tripping or falling due to damaged fencing or surface	Cllr Bygraves	Jun 17 – consider future installation of safety surfaces around equipment. Not considered necessary by Full Council. Wootton Play Equipment Working Group is obtaining quotations to add surfaces within the existing play area	Jun 17 BH/Clerk
Skate Park *	Cllr Hensher	MOP – accident risk of falling from height into skate park	Cllr Bygraves	Jun 17 – consider erecting safety fencing around raised areas. Not considered necessary by Full Council.	Jun 17 BH/Clerk

⁷ Member(s) of the public
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		MOP – accident risk of slipping/falling due to wet or icy surface MOP – accident risk slipping, falling or impacting due to poor visibility MOP – accident risk of slipping, tripping or falling from height		Jun 17 – consider signage advising area should not be used in bad conditions and is done so at individuals own risk. Not considered necessary by Full Council. Jun 17 – consider installing time-controlled flood lighting. Not considered necessary by Full Council. Jun 17 – consider providing stair or step access to raised areas. Not considered necessary by Full Council.	
Street Furniture	Cllr Hensher	To include: Benches; Bus Shelters; Litter and Dog Bins*: Contractors and MOP impacting with the bin due to bad siting; Health hazard due to dropped or overflowing faecal matter. Street lighting**	BBCllr/Cllr Wheeler	*Litter and Dog Bins – bins are emptied weekly (Wednesday) and the clerk has a schedule which includes locations. Paul Pace has confirmed BBC do not include signage as bins are emptied asap if reported as overflowing.	

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				**Street lighting - Cllr Quirk has undertaken a visual inspection/risk assessment with Andy Muskett, a qualified engineer. Report received – to be discussed by the Planning & Environment Committee ahead of this meeting. Review monthly until complete	
Street Lighting	Cllr Quirk	Cllr Quirk has undertaken a visual inspection/risk assessment with Andy Muskett, a qualified engineer. Not available via the website	Merged with Street Furniture	N/A	N/A
Trees *	Cllr Hensher	MOP – accident risk of slipping on surrounding surface	Clerk	To be reviewed alongside a regular tree inspection regime, including a visual inspection report	Ongoing – regular checks required as determined by a visual inspection report
Village Planters	Cllr Hensher	Not yet available on the website	Cllr Hensher	Review once maintenance contract is in place. Maintenance contract is now in place.	
Village Sign(s)	Cllr Hensher	Contractor or MOP – fall resulting from climbing onto plinth (village sign at	Clerk	Jun 17 – consider placing no climbing sign on plinth Not considered necessary by Full Council.	

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		junction of Bedford/Cause End Road			
War Memorial *	Cllr Noakes				
Work Station (Clerk)	Cllr Lloyd	None identified	N/A	Mar 17	Mar 17 GL

To be reviewed monthly at Full Council.

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FC17/219 Unity Trust Bank Ltd - Receipts & Payments presented - 1st July 2017 – 1 st August 2017				
Credit	Debit	To/From	Description	Authorised using Clerk's delegated powers ACM16/22
	£ 19.41	Anglian Water	Lorraine Road cemetery water rates - Feb/Jun 17	No
	£ 87.43	E-on	Changing rooms electricity - May/Jun 17	No
	£ 105.00	A J Book Keeping Services	Payroll services Q1 2017-18	No
	£ 481.59	A R Worboys Ltd	Grass cutting	Yes
	£ 18.43	Legal & General	Ill Health Liability insurance - excess following 'sweep up'	No
	£ 225.00	Scott Poleykett	Fun Fest fee 2017	Yes
	£ 450.00	Wymondham Falconry	Fun Fest fee 2017	Yes
	£ 110.00	Krisgar Entertainment	Fun Fest fee 2017	Yes
	£ 200.00	A Sells	Fun Fest fee 2017	Yes
	£ 57.00	Bedford Borough Council	Cemetery rates - Jul 17	No
	£ 600.00	Wootton Church & Poor's Land Charity	Allotment/Paddock rent Q1+2 2017-18	No
	£ 27.06	EE	Clerk's mobile - Jun 17	No
	£ 894.36	A R Worboys Ltd	Grass cutting instalment	No
	£ 28.44	BT	Changing rooms phone line - Jul 17	No
£ 30.00		Brennan School of Dance	Wootton news advertising fee	N/A
£ 30.00		Crystal Care Grooming	Wootton news advertising fee	N/A
£ 30.00		Allthingsgreen	Wootton news advertising fee	N/A
	£ 35.04	BT	Methodist Church broadband - Jul 17	No
	£ 100.00	Anglian Water	Changing rooms water rates - Jul 17	No
	£ 24.79	Anglian Water	Allotments water rates Feb/Jun 17	No
£ 360.00		Mrs Pile	Plot reservation	N/A
£ 120.00		Wrighton & Barker	Memorial fee re late T Hooley	N/A
	£ 35.00	Information Commissioner's Office	Data Protection Registration - Renewal	Yes
	£ 105.12	BT	CCTV broadband charges Jul/Sep 17	No
£ 30.00		The Look	Wootton news advertising fee	N/A

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	£ 188.05		Expenses Jul 17	Yes
	£ 61.08	Bedford Borough Council	Removal of fly tipping from the recreation ground	Yes
	£ 4,414.39		Salaries Jul 17	No
	£ 83.02	Viking Direct	Stationery items - dividers, paper and ink	No
	£ 350.00	MCA Entertainment/Mark Atkins	PA Hire and Compere and organisation of Fun Fest 2017	Yes
	£ 360.00	Home Counties Toilet Hire	Toilet hire - Fun Fest 2017	Yes
	£ 500.00	Wootton New Life Methodist Church	Office rent - 1st Apr 17 - 31st Aug 17	No
	£ 1,040.00	J Dennis Garden and Property Services	Cemeteries maintenance Jul 17	No
	£ 1,475.00	Andrea Pellegram Ltd	Planning advice iro Marston Vale Innovation park (£1,375) and subscription to PlanningLocal.co.uk	Yes
	£ 1,800.00	Regeneration Positive	Retainer - N Plan support Jun 17 (£200) and N Plan support - Phase 1 development of project plan/provision of initial planning material	No
£ 30.00		K W Decorating	Wootton news advertising fee	N/A
	£ 1.10	E-on	Changing rooms electricity - May/Jun 17 (amended bill)	No
£ 2.00		Dante Riccio	Part-payment for allotment plot	N/A
£ 30.00		Wootton Pharmacy	Wootton news advertising fee	N/A
£ 30.00		Homeworks	Wootton news advertising fee	N/A
£ 1,573.40		HM Revenue & Customs	VAT rebate Q1 2017-18	N/A
£ 360.00		Abbots	Interment fee re late M Worthington	N/A
£ 40.00		Abbots	Interment fee re late Mr Rickhuss	N/A
£ 60.00		NAO Cattery and Cleaners	Wootton news advertising fee x 2	N/A
£2,725.40	£13,876.31			
b/f	£ 128,097.43			
Income	£ 2,725.40			
Expenditure	£ 13,876.31			
Balance c/f	£ 116,946.52			

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