



WOOTTON PARISH COUNCIL



3 Longden Close
Haynes
Bedfordshire
MK45 3PJ

Tel: 07531 930788

E-mail: woottonparishclerk@gmail.com
Website: woottonpc.bedsparishes.gov.uk



Minutes of the Meeting of the **Full Council** held on Wednesday 11th October 2017 at 7.35pm in The Memorial Hall, Bedford Road, Wootton.

Open Forum	There were three members of the public present – two who wished to observe and speak on agenda item FC17/281 and one who wished to observe and speak on agenda item FC17/290. Cllr Lloyd proposed agenda item FC17/290 would be heard after FC17/268, followed by FC17/281. Resolved by all present. There were no other members of the public or press present and so the meeting continued without further adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Lloyd (in the chair), Bygraves (arrived 8pm), Hensher, Lewis, Martin, Noakes, O'Dell, Quirk, Regmi, Wallace and Wheeler (arrived 8.20pm). Cllr Wheeler is also the Borough Councillor for Wootton.			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
FC17/263	Apologies for absence. Cllrs Hall and Hudson.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
FC17/264	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FC17/265	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.
FC17/266	Report from outside organisations – for information only. To include a report from BBCllr/Cllr Wheeler. (Appendix 1). To receive crime figures for September 2017. (Appendix 1a).	BBCllr/Cllr Wheeler's report was circulated ahead of the meeting. No further comments received. The clerk detailed correspondence received from PC Browning which	Clerk to take forward.	N/A.

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		detailed fire damage caused to the MUGA (Multi Use Games Area) surface. One female youth had admitted the crime and the police had spoken to her parents. The police were proposing to deal with the incident via a community resolution and Wootton Parish Council was asked to assess the damage and determine how best to deal with the issue. The clerk had received a quotation from Dura-Sport and whilst damage was minimal, the cost to repair would be £390 plus VAT. After discussion it was agreed the clerk use her delegated powers to authorise the repair, seek to recover all/some of the costs and inform the police accordingly.		
FC17/267	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.
FC17/268	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 13th September 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 August 2017. Members of Full Council are asked to receive and adopt the minutes of the advisory Neighbourhood Plan Steering Group meeting held on 30th August 2017.	Minutes were received and adopted. Proposed: Cllr Regmi. Seconded: Cllr Noakes. Resolved by all present. Minutes were received and adopted. Proposed: Cllr Hensher. Seconded: Cllr Lloyd. Resolved by all present. Minutes were received and adopted. Proposed: Cllr O'Dell.	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 Wootton Play Equipment Working Group meeting held on 2 nd August 2017.	Seconded: Cllr Noakes. Resolved by all present. Minutes were received and adopted. Proposed: Cllr Hensher. Seconded: Cllr Lloyd. Resolved by all present.		
FC17/269	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. - FC17/262 + FC17/292 – Community Centre at Berryfields. Refer to agenda item FC17/292. - 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. Move to close. - 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. A follow-up report was submitted 31st August 2017 to Bedford Borough Council and Persimmon Homes (Northampton and Peterborough), requesting further remedial works – Andy Lord acknowledged receipt but no further correspondence received to date. - FC17/134 + FC17/228 – Community Infrastructure Levy Funds (£89,476). Resolved 9th November 2016 (FC16/271) and 14th		Clerk to keep on file.	N/A.

	December 2016 (FC16/304) and 10th May 2017 (FC17/134) to consider the following: •Memorial Hall replacement flooring (now approved FC17/200); •Neighbourhood Planning costs; •Upgrade of all bus stops in Wootton, to make them disable-friendly (now approved 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. • FC17/255 + FC17/281 – 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. Refer to agenda item FC17/281. • 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 – the clerk is now taking this forward. Resolved 9th August 2017 (FC17/234) to appoint Redlynch Leisure to undertake the footpath works at the recreation ground and St. Mary’s churchyard. Clerk continues to chase for a start date.			
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	- FC17/186 – Lack of dog waste and general litter bins in the Potters Cross/Berryfields area. BBCllr/Cllr Wheeler was asked 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. - FC17/225 – Upgrading CCTV system at the recreation ground. The clerk will be contacting Ace Fire & Security Ltd to obtain an outline cost to upgrade existing cameras, ahead of considering additional cameras. - FC17/226 – Bottle Bank. The clerk is sourcing a contractor to mark out two bays in the car park and has asked the caretaker to ensure it is monitored at least twice weekly to prevent it overflowing. - FC17/227 + FC17/285 – Dog Control Order. Resolved 9th August 2017 (FC17/227) not to lift the order for the Fun Fest, to ensure Bedford Borough Council's Enforcement Team are on site for 2018's event and to establish whether CCTV images can be used for potential prosecutions. Refer to agenda item FC17/285. - FC17/230 – Policing. Resolved 9th August 2017 (FC17/230) that visible policing, speeding and nuisance parking be given priority in Wootton – with visible policing throughout the whole village given top priority. Move to close. - FC17/231 – Football policy. The clerk is currently drafting a policy. - FC17/259 + FC17/288 – Allocation of s106 monies. Resolved 13th September 2017 (FC17/259) that monies be allocated to the Jubilee Garden regeneration project, Public Art and Community Centre (subject to WPC being appointed as the Management Entity). Refer to agenda item FC17/288. - FC17/261 – Christmas Street Lighting. Resolved 13th September 2017 (FC17/261) to appoint Millennium Quest in principle to install lighting.			
FC17/270	Chairman's report – for information only.	Cllr Lloyd reported Cllr Doggrell had resigned and reminded all present to remove him from their group emails.	Cllrs to take forward.	N/A.

		It was noted with thanks he was still involved with Street Watch and Cllr Martin added her appreciation with his assistance in ensuring children safely crossed Bedford Road near the lower school, in the absence of a crossing. Members present were asked to consider filling the parish councillor village hall committee vacancy (alongside Cllr Quirk), following the resignation.		
FC17/271	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 3).	Resolved to receive and adopt the report (including adoption, printing and distribution of the questionnaire, freepost quotation (all by the Bedfordshire Rural Communities Charity) and prizes detailed therein). Cllr Lloyd and the clerk agreed to implement the online survey. GL and SP to sort online survey. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Cllr Lloyd and clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/272	To receive a report from the (Executive) Planning & Environment Committee – for information only. (Appendix 4).	No further comments received.	Clerk to keep on file.	N/A.
FC17/273	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 5).	Cllr Bygraves confirmed Veolia had accepted the Stage 1 grant application, adding stage 2 had to be submitted by 4 th January 2018. The clerk confirmed she would be working on the stage 2 application in November. Resolved to receive and adopt – no further comments were received and there were no issues arising. Proposed: Cllr Bygraves. Seconded: Cllr Noakes.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Resolved by all present.		
FC17/274	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 and adopt – no further comments were received and there were no issues arising. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC17/275	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 7).	The clerk confirmed the Christmas street lights were moving forward and should be installed in the coming weeks, subject to Bedford Borough Council confirmation. Cllr Lloyd queried the practicalities in siting a duck house – given ducks preferred to nest on land. It was agreed not to install one. The area required further seeding – Cllr Lloyd would take that forward. Resolved to receive, review and adopt – no further comments were received and there were no further issues arising. Proposed: Cllr Lloyd. Seconded: Cllr Noakes. Resolved by all present.	Clerk and Cllr Lloyd to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/276	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 8).	Resolved to receive, review and adopt – including recently completed Risk Assessments for 3 Tier Flower Planters and War Memorial. It was noted Cllrs Bygraves and Martin had outstanding Risk Assessments. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Cllrs Bygraves and Martin to take forward. Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC17/277	To receive the attached Generic Guide to Finance document, to be used in conjunction with agenda items FC17/278-280 below.	No further comments received.	Clerk to keep on file.	Governance and Accountability For Smaller Authorities in England 2017.

FC17/278	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 Martin and Regmi. Proposed: Cllr Bygraves. Seconded: Cllr Quirk. Resolved by all present.	Clerk to keep on file.	Governance and Accountability For Smaller Authorities in England 2017.
FC17/279	Schedule of receipts and payments – statement(s) 43 (Unity Trust Bank Ltd) as previously approved by the Finance & General Purposes Committee – for information only. (Appendix 9).	No further comments received.	Clerk to keep on file.	Governance and Accountability For Smaller Authorities in England 2017.
FC17/280	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.	Resolved to receive and approve the Income & Expenditure report for all cost centres without further comment. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Governance and Accountability For Smaller Authorities in England 2017.
FC17/281	To revisit Planning Application Ref 17/00666/MAO (Marston Vale Innovation Park proposal), receive any update and to resolve a suitable course of action.	This agenda item followed FC17/290. A meeting with a solicitor (David Pilgrim – DLS Solicitors) who specialised in planning law (Cllr Bygraves and the clerk) had initially been planned for 9 th October, however David was unwell that day. Cllr Bygraves had since spoken with David. Cllr Bygraves detailed the next step was to determine whether Bedford Borough Council's own guidelines had been breached – including their Statement of Community Involvement. It would be for the parish council to determine whether there were grounds for a Judicial Review and it was noted the solicitor would be best placed to determine this, alongside Andrea Pellegram (Andrea Pellegram Ltd). If a Judicial Review was the way forward, it would also be necessary to appoint a barrister. Costs would likely be in the	Clerk to take forward.	Stakeholder Consultation. Town & Country Planning Act 1990 & Subsequent

		region of £6-7k and it was noted Judicial Review costs would be considerably higher. Cllr Wallace queried Wootton Parish Council's insurance cover, in the event of rising costs and warned against taking the parish council to the point of potential bankruptcy. The clerk agreed to review the parish council's insurance cover. Cllr O'Dell suggested the Ombudsman as the first line of enquiry, to determine whether a Judicial Review was the correct course of action. There were detailed discussions on the procedures witnessed at the Borough Council's Planning Committee meeting (at which the application was approved). Answers were not forthcoming and several questions were not answered at all – there seemed to be a lack of knowledge on the use of £4.5m (coming from Bedford Borough Council) – described as “highway infrastructure”. The clerk confirmed an audio copy of the meeting was available online (since distributed to all members and public present). Concerns were raised that further B8 units could follow – given the application was part-hybrid. After further detailed discussions the following was resolved: • The clerk to arrange a meeting with David and Andrea to establish options and the best way forward – be it via the Ombudsman or a Judicial Review; • Meeting to include the decision made by Bedford Borough Council's Executive		
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		Committee regarding land disposal and tender process (it was noted a Freedom of Information response from Bedford Borough Council did not cover the tender process in detail as information was considered commercially sensitive; • Meeting to also investigate whether Bedford Borough Council were taking units in the Innovation Park and if yes, had best value been obtained; • Clerk to review insurance. One member of the public stated if decision was made not to pursue an Ombudsman claim or Judicial Review, then the parish council should push to meet with developers to get the best outcome for the village. Cllr Lloyd added if that were the preferred course of action, the parish council should continue to push for the planning conditions outlined in its objection(s). Proposed: Cllr Noakes. Seconded: Cllr Hensher. Resolved by majority vote.		
FC17/282	To consider further comments regarding a second consultation on the proposed decision for a new bespoke application for an environmental permit from Covanta Energy Ltd for Rookery Pit Energy Recovery Facility, Stewartby and to resolve a suitable course of action.	After discussion resolved that the clerk object to the proposal on behalf of Wootton Parish Council and that all present object as individuals also. Further resolved Cllr Lloyd would include this information as a link on Wootton Parish Council's website and Facebook page. Proposed: Cllr Noakes. Seconded: Cllr Martin. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

FC17/283	To receive and approve Electrical Installation Condition Reports from S. Brown Electrical Contractors.	Resolved to carry this agenda item over to next Full Council pending investigations on where the power source was housed (concerns were raised it could affect CCTV coverage and MUGA lighting if tripped) and the best means of undertaking emergency lighting checks. Further resolved to accept all certification. Proposed: Cllr Bygraves. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/284	To receive a report from Cllr Quirk regarding the newly installed Wootton Village Entrance Sign on Cranfield Road and to resolve a suitable course of action.	Cllr Quirk detailed how the sign from Wootton Green into Wootton had been installed without consultation with Wootton Parish Council. Cllr Noakes added it obscured traffic when exiting Berry Farm car park. Resolved to request the following from Concept/Bedford Borough Council: • A risk assessment on dangers identified due to its positioning/exiting Berry Farm car park; • An explanation on why Wootton Parish Council was not consulted ahead of its installation; • Information on who would maintain the sign; • Clarification on the 30MPH speed limit – was it now legally enforceable. Proposed: Cllr Quirk. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, 1-8.
FC17/285	To receive a further update from the clerk regarding the Dog Control Order (Dogs Excluded) at the recreation ground, in relation to the annual Fun Fest and to resolve a suitable course of action.	The clerk confirmed Bedford Borough Council could provide an enforcement team on the day to stop dogs being allowed on the recreation ground and that	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		CCTV images could be used to prosecute as long as they did not target known individuals (directed surveillance was not permitted for offences of this level). After discussion it was resolved to permit dogs on leads on the recreation ground FOR ONE DAY ONLY – THE FUN FEST. Owners would be expected to clean up any dog mess – all information would be included on the publicity poster. Proposed: Cllr Lewis. Seconded: Cllr Wallace. Resolved by all present.		
FC17/286	To consider renewing a ten-year lease between Wootton Parish Council and Bizzy Bees preschool with regard to the storage shed erected in 2007 and to resolve a suitable course of action.	Resolved to renew the lease without amendment and not to chase for rental arrears. Proposed: Cllr Martin. Seconded: Cllr Regmi. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC17/287	To consider a request to purchase a “Silent Soldier” from The Royal British Legion and to resolve a suitable course of action.	Resolved not to take the request forward. Proposed: Cllr Quirk Seconded: Cllr Noakes. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC17/288	To revisit BBCLlr/Cllr Wheeler’s report on the identification of additional s106 developer contribution monies, to consider how monies may best be allocated and to resolve a suitable course of action.	After discussion it was resolved that the £32k identified for sports facilities be earmarked for outdoor gym equipment at the recreation ground. Cllr Wallace understood Bedford Borough Council operated a “green gym” scheme and it was agreed to liaise with them to take this proposal forward. BBCLlr/Cllr Wheeler agreed to make enquiries. Proposed: Cllr Wallace. Seconded: Cllr Quirk. Resolved by all present.	BBCLlr/Cllr Wheeler and clerk to take forward.	Town & Country Planning Act 1990.

FC17/289	To consider preparations for the 2018/19 budget (to include proposed projects), ahead of the precept demand to Bedford Borough Council (January 2018) and to resolve a suitable course of action.	Cllr Hensher detailed a proposal for additional flooring at the recreation ground and agreed to take that forward to next Full Council as a potential project. Members present were asked to consider other projects ahead of next Full Council – including potential uses for Community Infrastructure Levy (CIL) monies.	All to take forward.	Local Government Finance Act 1992, Part 1, Ch IV, s41 (1).
FC17/290	To consider a request from a resident on behalf of Apex360, that the MUGA (Multi Use Games Area) and recreation ground be used over October half-term to host a series of children’s holiday camps.	This agenda item followed FC17/268. The third member of the public introduced himself and gave information on the company he worked for – Apex360, a multi-sports company offering after-school and holiday clubs plus corporate events using inflatables and nerf guns. As a Wootton resident, he was keen to bring children’s holiday camps to the village. He explained the company worked with disabled children and children with challenging behaviour, adding his wish initially had been to use the MUGA, recreation ground and village hall. Cllr Wallace detailed the village hall ran independently from the parish council, would not permit just the use of their toilet facilities and would charge. The resident had initially approached the clerk and Cllrs Lloyd and Wheeler with a view to hosting the first holiday club in October half-term. However, that timescale was not achievable and February 2018 half-term was now the likely start date. BBCllr/Cllr Wheeler had since made enquiries at the upper school as that venue was considered better suited to his needs, but the outcome was not yet known.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		The resident confirmed he was starting a club also at the lower school – charges were £3.75 per child (hour session) and child/staff ratios were 16:1. Cllr Quirk queried whether Apex360 were a profit/not-for-profit company and it was noted Companies House could provide more in the way of financial information. After further discussion, it was resolved to agree to the proposal in principle, but to aim to hold the club at the new Community Centre (Berryfields), should the parish council be appointed as Management Entity. The clerk agreed to keep the resident informed on that process and he agreed to attend a further Full Council meeting (with his director) in December/January. It was hoped a reference could also be obtained from the lower school. Proposed: Cllr Wallace. Seconded: Cllr Hensher. Resolved by all present.		
FC17/291	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).
FC17/292	To receive a report from Cllrs Bygraves and Wallace regarding the new Community Centre in Berryfields and to resolve a suitable course of action.	Cllr Bygraves confirmed he had drafted a business plan (circulated to all ahead of this meeting). Cllr Martin requested two amendments to the document and agreed to forward those to the clerk. It was noted staffing (detailed in the business plan) had not yet been formally approved by the parish council. Cllr Wallace stated he was still trying to	Cllrs Martin and Wallace and clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		organise a meeting with Alex Kenney (Persimmon Homes) to resolve outstanding issues including the commuted sum for pitches and would continue to chase. If nothing was heard within two weeks he would ask Bedford Borough Council to push for the same. Cllr Quirk wished to record for the minutes Wootton Parish Council's continued frustration at the time taken to determine the community centre's management entity. It was noted, however, it was unlikely to be Greenbelt as their focus was green space, not buildings. Resolved that (subject to Cllr Martin's amendments) the business plan be adopted and circulated to Alex Kenney, Bedford Borough Council and Joy Plummer (Hegarty LLP Solicitors). Proposed: Cllr Martin. Seconded: Cllr Regmi. Resolved by all present.		
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Meeting closed at 9.35pm.

FC17/266

Borough Councillor Report – October 2017

Bedford Hospital

A 'Strategic Outline Case' has been put forward for the proposed merger of Bedford Hospital and Luton & Dunstable Hospital.

The future of Bedford Hospital has been up in the air for a number of years through a succession of health reviews, the last of which proposed the transfer of maternity services to Milton Keynes Hospital. Thankfully this was not taken forward before that review ended.

NHS and local authority social care services are now the subject of the Sustainability and Transformation Partnership (STP) review covering Bedfordshire and Milton Keynes. STP processes began last year at the behest of NHS England in 44 areas across the country with a view towards improving service quality and reducing costs; that raised concerns around the future of key services at Bedford Hospital such as maternity, A & E and paediatrics.

The decision now of Bedford Hospital and Luton & Dunstable to pursue a merger has been undertaken independently of the STP process, although the announcement stated that 'a merger aligns with the strategic objectives of the STP and the proposal to pursue this change has the support of the BLMK STP and regulators'.

Aside from saving an estimated £12m a year across both hospital sites, it has been noted explicitly by Bedford Hospital's Chief Executive, Stephen Conroy, that the merger will secure the future of maternity, A & E and paediatric services in Bedford. While we await the detail of how exactly services will be affected, we are cautiously optimistic that the arrangement will be positive for Bedford Hospital.

Homes Consultation

A national consultation has been announced around plans for increased housebuilding across the country.

At present, the Council's Local Plan 2035 is allocating sites for development based on a calculated need to provide 950 homes a year. The Department for Communities and Local Government has now proposed a new methodology which, if agreed following a public consultation, will require the Council to plan for 1281 homes a year to 2026.

While it is clear that this country has not built a sufficient number of homes over many years to keep pace with demand, we are concerned about the potential implications on the scale of new homes in the rural areas should the new methodology be taken forward. We are of the view that the Council's Local Plan must provide a strategic approach to identifying suitable sites to accommodate new homes which focusses on urban and edge of urban areas first and foremost.

We have asked Alistair Burt MP to liaise with the Housing Minister on our behalf to clarify the need for the housing target set for the Borough which goes above and beyond the Council's current plans. For more information search 'planning for the right homes in the right places: consultation proposals'.

Bedford Borough 2020 Project

The Borough Council is progressing with its plans to undertake a fundamental restructure of the organisation as part of its 'Bedford Borough 2020' (BB2020) project.

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Following a review by auditors PricewaterhouseCoopers (PWC) last year, it was estimated that there was scope for savings of £10.4m a year could be realised should its recommendations be taken forward. The findings were agreed by the Mayor's Executive in February this year.

BB20202 is now being put into action. The key aspects of the project are a wholesale staff restructure as well as the 'digitalisation' of services. As far as residents are concerned, we are told that the investment of £13m in new technology will make it easier to interact with the Council. For instance, the plans will apparently improve the Council's website and make it easier for residents to use 'self-service' in registering issues and being assessed for eligibility to receive support (for adult social care, housing benefit etc., with eligibility assessed by one team instead of several across various service areas). We have received assurances from the Chief Executive that those who may have difficulty in using computers will receive assistance in accessing services if necessary.

Changes in the upper echelons of the staffing structure have now been carried out and a provider has been selected to implement the digital element of the project. BB2020 will be fully implemented by the end of the decade.

Network Rail

Representatives from Network Rail recently held an event at Borough Hall to inform councillors of their plans for railway improvement works.

Of particular note are plans around the electrification of the line from London to Kettering. As far as Bedford is concerned, this will require reconstruction works to be undertaken at the Ford End Road and Bromham Road bridges in the town centre to allow the necessary overhead line equipment to pass beneath. This will have an effect on motorists using these routes.

For Ford End Road, this work will take place in 2 phases from the 16th October – 30th November 2017 and from February 2018 possibly to July (for demolition and reconstruction). The first phase will still allow traffic to use the bridge as 1 lane will be kept open (with a subsequent 1 way system). The second phase will be more disruptive as the bridge will be closed and a diversion put in place.

Bromham Road bridge will need to be entirely demolished and reconstructed. This will have the likely effect of causing congestion issues during the period of works but a start date is yet to be agreed.

NHS Transport

You may have seen in the local press in the past few months instances of patients being let down by the service commissioned to provide them with transport to and from medical appointments. The Private Ambulance Service (PAS), which was chosen by the Bedfordshire Clinical Commissioning Group to provide the service earlier this year, repeatedly failed to pick patients up and there were also instances of delays.

PAS has now collapsed and the service for Bedfordshire has now returned to the East of England Ambulance Service Trust.

Covanta

Residents will have until the 23rd October 2017 to reply to an Environment Agency consultation on the granting of a permit for the proposed Covanta Energy Recovery Facility (ERF) in Stewartby.

The facility was given planning permission via a committee of both Houses of Parliament in 2013, despite protests from residents, local politicians and Bedford Borough and Central Bedfordshire Councils. The Environment Agency is now determining the conditions on which the facility can operate through the proposed permit.

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The facility will use municipal, commercial and industrial non-hazardous waste to produce heat and electricity. Residents have expressed their concerns in particular around the effect on air quality from the plant itself and from Heavy Goods Vehicles (HGVs) accessing the site.

For more information see: <https://consult.environment-agency.gov.uk/psc/mk43-9ly-covanta-energy-limited-1/>

Council Tax Discounts

The Borough Council has issued a reminder to residents that they may be eligible to receive Council Tax discounts. There are a number of exemptions or discounts in place covering, for instance; disabled people; students, and; people in residential care.

For more information see

http://www.bedford.gov.uk/advice_and_benefits/council_tax/application_forms.aspx or call 01234 267422.

Children's Centres

Members of the Council's Children's Services Committee received a report at its meeting in September on services provided by the Council's Children's Centres.

The Children's Centres are located at sites throughout the Borough and provide an array of services including; support from health visitors and midwives; support for children with special educational needs and disabilities, and; advice on adult training and employment. For information see <http://ecpbedford.org/contact-us/> or call the Early Child Partnership, which runs the service, on 01234 341977.

'Mobility Hub'

The Borough Council has teamed up with the Bedfordshire Rural Communities Charity (BRCC) to provide a 'Mobility Hub' supporting those who are unable to use public transport.

Users of the 'Door to Door' service, which provides wheelchair accessible minibuses, will be able to rent electric scooters and wheelchairs from the Mobility Hub at Bedford Bus Station for a small charge. For more information see <http://bedsrcc.org.uk/mobilityhub/> or call 01234348000. For more details on the Door to Door service, see <http://bedsrcc.org.uk/door-to-door/> or call 01234838771.

Cllr John Wheeler

4th October 2017

FC 17/266a September 2017					
Offence Class Description	First Committed	Last Committed	Address	Beat Code	Beat Name
ASSAULT OCCASIONING ACTUAL BODILY HARM (OAPA SECTION 47)	02/9/2017 00:30	02/9/2017 01:08	ARTHUR BLACK WAY	NORTH-766	WOOTTON
COMMON ASSAULT	17/9/2017 09:23	17/9/2017 09:23	TITHE BARN ROAD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - TO DWELLINGS	20/9/2017 18:00	20/9/2017 19:59	ST. MARYS ROAD	NORTH-766	WOOTTON
CRIMINAL DAMAGE - TO VEHICLES	10/9/2017 16:00	11/9/2017 07:45	NEALE WAY	NORTH-766	WOOTTON
DOMESTIC DISPUTE/INCIDENT	02/9/2017 21:00	02/9/2017 21:55		NORTH-766	WOOTTON
HARASSMENT	01/6/2017 00:00	12/9/2017 00:00		NORTH-766	WOOTTON
HARASSMENT	31/8/2017 18:30	01/9/2017 15:28		NORTH-766	WOOTTON
SENDING LETTERS ETC WITH INTENT TO CAUSE DISTRESS OR ANXIETY	18/9/2017 18:00	18/9/2017 21:00		NORTH-766	WOOTTON
SEXUAL	26/9/2017 17:24	26/9/2017 21:30		NORTH-766	WOOTTON
SEXUAL	22/9/2017 10:19	22/9/2017 10:19		NORTH-766	WOOTTON
SEXUAL	04/9/2017 23:00	05/9/2017 00:00		NORTH-766	WOOTTON
THREATS TO KILL	03/8/2017 23:00	18/9/2017 17:00	TITHE BARN ROAD	NORTH-766	WOOTTON
VICTIMLESS CRIME - AWAITING UPDATE	01/9/2017 08:00	07/9/2017 11:33	SIMMS CLOSE	NORTH-766	WOOTTON

FC17/267 Schedule of correspondence			
Date received	Type	From	Brief details
Date received	Type	From	Brief details
4.9.17	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003, Gambling Act 2005, Local Government (Misc. Provisions) Act 1982 and Marriage & Civil Partnerships (Approved Premises) Regulations 2005 - 28th August 2017 - 1st September 2017
4.9.17	Magazine	Clerks and Councils Direct	September 2017 Issue 113
4.9.17	Letter and enclosures	Bedford Borough Council	Electoral Register monthly updates - September 2017
4.9.17	Email	Bedfordshire Police & Crime Commissioner	On The Record monthly newsletter
8.9.17	Email	Bedfordshire Rural Communities Charity	E-bulletin - September 2017
13.9.17	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003, Gambling Act 2005, Local Government (Misc. Provisions) Act 1982 and Marriage & Civil Partnerships (Approved Premises) Regulations 2005 - 4th September 2017 - 8th September 2017
19.9.17	Letter and enclosure	Ringhouse Developments	Wyboston Garden Village - call for support for its proposal and inclusion within the Local Plan 2035
20.9.17	Email	Bedford Borough Council	Applications/Notices received by the Authority under the Licensing Act 2003, Gambling Act 2005, Local Government (Misc. Provisions) Act 1982 and Marriage & Civil Partnerships (Approved Premises) Regulations 2005 - 11th September 2017 - 15th September 2017
26.9.17	Email	Bedfordshire Association of Town & Parish Councils	Annual Report 2016-17

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FC17/271

Neighbourhood Plan Steering Group report

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

27th September 2017

NP17/127 – Matters arising from the minutes – for information only.

- NP17/73 + NP17/128 – Housing Needs Survey. Refer to agenda item NP17/128.
- 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).
- NP17/106 – Neighbourhood Plan Theme Groups. Call for more volunteers was made at Full Council 14th June 2017 and again (9th August 2017). Still require a volunteer to cover Sustainable Community. Request via Wootton Upper School for a prospective A level student to assist has been made and a scaled-down display of the launch is due to take place at the upper school on 28th September 2017.
- NP17/104 + NP17/129 – Launch progress. A4 posters have been displayed around the village and on Facebook. Letters of invitation were due to be delivered week beginning 28th August 2017. Refer to agenda item NP17/129.

Resolutions

NP17/128 – To receive a report from Jemma McLean (Bedfordshire Rural Communities Charity – BRCC) following a recently completed Housing Needs Survey, undertaken by them on behalf of Wootton Parish Council as part of its Neighbourhood Plan and to make recommendation to Full Council as necessary.

Jemma McLean detailed the Housing Needs Survey report, compiled by BRCC.

NP17/129 – To receive a report from Sandra Jackson and Trevor Roff (Regeneration Positive) following the Neighbourhood Plan launch and to make recommendation to Full Council as necessary.

TR discussed two reports circulated on 19th September 2017. SJ confirmed she had sent the Call for Sites report to SS.

NP17/130 – To receive a report from Trevor Roff (Regeneration Positive) on the next stage(s) of the Neighbourhood Plan and to make recommendation to Full Council as necessary.

It was agreed to send all comments on the latest draft questionnaire to TR by end of Monday 2nd October 2017.

The questionnaire needed to be distributed by mid-October 2017 and prizes of £200, £100 and £50 (a choice of shopping vouchers) required agreement by Full Council.

It was noted BRCC would examine the draft questionnaire (at no cost) before its distribution and they would also quote to print, mail and receive freepost replies.

NP17/131 – 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.

No further comments received.

NP17/132 – To receive an update from Gareth Lloyd regarding the Neighbourhood Plan website.

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It was noted the website was still very basic and required more work.

NP17/133 – To receive further information/updates from APC Planning (Sally Stroman) and to make recommendation to Full Council as necessary.

No further comments received.

NP17/134 – To receive further information/updates from Bedfordshire Rural Communities Charity (BRCC) and to make recommendation to Full Council as necessary.

It was noted a single page leaflet about the upcoming Green Infrastructure Plan workshop (anticipated to be 1dt November 2017) would be added to the questionnaire, for delivery mid-October 2017.

NP17/135 – To receive further information/updates from Regeneration Positive and to make recommendation to Full Council as necessary.

No further comments received.

Sue Playford MILCM

Clerk to the Council

3rd October 2017

FC17/272

Planning & Environment Committee report

13th September 2017

P17/199 – Disclosure of local and/or disclosable pecuniary interests.

Cllr Regmi declared a local interest in agenda item FC17/206 (Planning Application 17/02371/FUL) and did not take part in voting.

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

Cllr Quirk reported on a late item of correspondence received by the clerk via BBCllr/Cllr Wheeler. BBCllr/Cllr Wheeler had been contacted (13th September 2017) by Bedford Borough Council's Planning Department in relation to planning application 17/01673/FUL – Dwelling between 51/53 Hall End Road. BBCllr/Cllr Wheeler was asked to state whether he would be happy for the decision to be delegated (to a planning officer), if the application were refused. This followed Wootton Parish Council's wish for it to be called in for consideration by the Borough Council's Planning Committee, following objections raised by the parish council. Given the inference Bedford Borough Council intended to refuse the application, BBCllr/Cllr Wheeler confirmed he would advise them he was in agreement the decision be delegated as above.

Matters arising from the minutes – for information only

See under 27th September 2017.

Planning Applications – for resolution

17/02371/FUL – 2 Halegate – first floor front/side extension and conversion of existing ground floor store to study.

Resolved **NO OBJECTIONS.**

17/02458/LBC – 7 Church Road – single storey rear extension, re-pointing to front, replacement window to study, replacement doors and Velux roof light to family room.

Resolved **NO OBJECTIONS.**

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

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

This council previously resolved **NO OBJECTIONS.**

17/01767/LBC – 18 Keeley Lane – replacement windows and door, removal of black paint from internal timbers, ground floor lowered to original level and new limecrete floor finished with square quarry tiles and addition of under floor heating. Exposure of original hair/lime ceiling including minor repairs and modern 'divider' to be replaced with new oak beam and supports.

This council previously resolved **NO OBJECTIONS.**

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Appendix 4

17/01902/AOC – Land South of Fields Road – Condition 5 (15/02122/MAF), Slab levels (erection of an affordable housing scheme (as defined within Annex 2 of the NPPF) comprising a 55 unit supported living facility (use class C3), ancillary restaurant/café (use class A3) and associated infrastructure and works).

Discharge of a Condition Determined – not advised to Wootton Parish Council.

17/02001/FUL – 18 Payne Road – first floor side extension.

This council previously resolved **NO OBJECTIONS**.

Resolutions

P17/209 – To receive a report from Cllr Quirk regarding ongoing issues with parish council-owned street lighting columns (Hall End, Keeley Lane and Potters Cross) and to resolve a suitable course of action.

Cllr Quirk reported Andy Muskett (Street Lighting engineer) had carried out works to parish council owned street lighting columns in Hall End – making good previous earth-bonding installations.

He added column 17 at Hall End had a cross-threaded bracket which had been plugged with mastik to prevent water getting in. Andy Muskett had recommended replacing the bracket and swan neck fitting.

Cllr Quirk also reported on three parish council owned street lighting columns in Keeley Lane – all fitted with old-style yellow lighting. Recommendation had been made to change those lights for bright white LED lights, which were more cost effective and produced less light pollution.

After discussion it was resolved to request Andy Muskett replace the bracket and swan neck fitting at Hall End and also replace the light bulbs on Keeley Lane as detailed above.

It was also agreed to request confirmation from Andy Muskett he had also inspected (three) parish council owned street lighting columns at Potters Cross. Cllr Martin would check if there were other columns also in that area.

Proposed: Cllr Martin.

Seconded: Cllr Noakes.

Resolved by all present.

P17/210 – To receive a report from Cllr Quirk regarding recently installed road signage outside Wootton Upper School/entrance to “Little Wootton” and to resolve a suitable course of action.

A resident within “Little Wootton” had complained about parking on yellow lines and pavement outside the upper school. The situation had been observed by two members during school drop-off and pick-up times – on one occasion Cllr Quirk had pointed out to a parent their parking could cause danger to their and others’ children. The response had been they parked on the yellow lines as everyone else did.

BBCllr Wheeler reported one car had been reported for parking on the pavement and a penalty fine issued. He added the Borough Council’s mobile camera van had been asked to monitor the situation.

The resident’s concerns were noted and it was agreed to continue to ask Bedford Borough Council to monitor the situation.

27th September 2017

Report from outside organisations – for information only

Bedford Borough Council – proposed temporary road closure – Manor Road, Kempston Hardwick. To facilitate level crossing and railway track work. The closure is anticipated to be in operation between 0700hrs and 1900hrs on Sunday 1st October 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.

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This closure is being used in conjunction with the A-Plant Lux (BT Openreach) closure of the same road on the same day.

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 – now complete. Works to clear damaged headstones, wall et al have been approved by the parish council's insurers. Move to close.
- 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.
- 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 legal action and a possible court case.
- 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. Tree was removed on 3rd August 2017.
- P17/170 – RoSPA report – Keeley End Pond. The report makes recommendation that the adjoining property owner consider works to the pond bank to better-support the drive way and garage. Clerk has contacted a relative of the owner and is awaiting a further response.
- P17/171 – Fly-tipping (ditch behind 48-62 Lorraine Road). Clerk has written to the tenant farmer requesting clearance works in the area.
- P17/197 + P17/209 – Street lighting at Hall End. Andy Muskett Ltd (Street Lighting Contractors) has been asked to carry out the necessary works to lights at Hall End and is now quoting for further works to lights at Keeley Lane and Potters Cross.
- P17/210 – Parking issues at Hall End (upper school). Bedford Borough Council will monitor the situation (mobile camera van). One car has been issued with a penalty ticket for illegal parking.

Planning Applications – for resolution

17/02124/FUL – Field House, Cranfield Road – single storey front porch extension, car port structure to side and alterations to external materials.

This council previously resolved **NO OBJECTIONS**.

17/02155/FUL – 1 Orchart Gardens – installation of front and rear roof lights.

This council previously resolved **NO OBJECTIONS**.

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17/02217/FUL – 59 Fields Road – single storey front extension/porch and side window to new loft bedroom with roof lights front and rear.

This council previously resolved **NO OBJECTIONS**.

16/02442/AOC – Land South of Fields Road – Condition 21 cycle parking (erection of 600 dwellings, including vehicular access, pedestrian and cycle links, public open space, car parking, landscaping, drainage and associated infrastructure works.

Discharge of a Condition Determined – not advised to Wootton Parish Council.

Resolutions

P17/222 – To receive a report from Cllr Quirk regarding further works to repair the damaged brick wall at St. Mary's churchyard following removal of the fallen ash tree and other clearance works and to resolve a suitable course of action.

Resolved to appoint a structural engineer to undertake a survey of the wall and report accordingly – it was anticipated costs would be less than £1,000.

Proposed: Cllr Noakes.

Seconded: Cllr Hensher.

Resolved by all present.

P17/223 – To receive and approve terms of reference and the appointment of Bedford Borough Council to undertake a land valuation (as part of a future project to extend Lorraine Road cemetery) and to resolve a suitable course of action.

Resolved not to proceed with the land evaluation, but to ensure plans to extend Lorraine Road cemetery were included in the upcoming Neighbourhood Plan.

Proposed: Cllr Noakes.

Seconded: Cllr Hensher.

Resolved by all present.

Sue Playford MILCM

Clerk to the Council

3rd October 2017

FC17/273

Wootton Play Equipment Working Group report

6th September 2017

Matters arising from the minutes – for information only

- WPE17/12 – This committee can have input regarding proposed play areas within the Fields Road South development, when plans are received by JW.
- 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)).
- WPE17/40 + WPE17/48 – 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) and SP is establishing whether BBC can be used as a third party contributor. Please refer to agenda item WPE17/48.
- WPE17/06 – Use of Jubilee Garden area. Works to clear the area have been completed and the area was recently rotivated. Worboys to continue to maintain the area until development can commence.
- WPE17/39 + WPE17/47 – 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 have been asked to quote again with various amendments and details were available to view at the Fun Fest (8th July 2017), ahead of a formal consultation. Please refer to agenda item WPE17/47.
- 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.
- WPE17/41 + WPE17/49 – 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. Potential designs were on display at the Fun Fest and a playground design in paper and electronic form will be available in September 2017. Please refer to agenda item WPE17/49.

Resolutions

WPE17/47 – To receive a report from the working group following further discussions with Caloo and Proludic (including site/equipment/layout options) and to make recommendation to Full Council as necessary.

SG had spoken to both Proludic and Caloo – who had enquired about potential timescales/timelines. SG asked if there was value in asking Proludic to attend a meeting before any funding was submitted, however it was agreed the funding needed to be in place before the tender could be completed and any selection process undertaken. Proludic had mentioned they could assist with the funding process, however this would only be after their appointment. SG agreed to update both companies on the current situation.

SG then mentioned the possibility of having a surface (wet pour) for under 1's to crawl on – in place of grass. After discussion it was agreed to consider this when the tender was produced. BH mentioned the need for quotations to resurface the existing play area (see under WPE17/48 also) and SP agreed to pass on her contact for Redlynch

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Leisure (who were installing/repairing footpaths at other sites within the recreation ground and St. Mary's church yard).

WPE17/48 – To receive a report from the funding sub-committee who are investigating funding possibilities and to make recommendation to Full Council as necessary.

SG had completed an expression of interest application for Veolia which had been examined by GB and SP, and was ready for submission. GB agreed to take that forward. It was understood a response could follow within 10 days of submitting the stage one application. If invited to submit stage two, the deadline to learn if the application was successful would be 6th March 2018.

As Veolia was the largest potential pot of money (maximum £75k) it was agreed to wait and learn the outcome of this application before considering smaller ones such as the Gale Trust and Access Improvement (Bedford Borough Council). If Veolia (stage one) was successful, stage two would require submission by 5th December 2017 – GB and SP would work on that with input from SG, who had already made progress with stage two. It was noted SG would be away for a month, beginning 24th October 2017.

The following potential sums were noted:

- | | |
|---|---------|
| • Veolia | £75k; |
| • Bedford Borough Council, s106 Developer Contributions | £25k; |
| • Bedford Borough Council, s106 Developer Contributions
(additional potential funding) | £14.5k. |

The latter was for consideration by Full Council on 13th September 2017.

A further possibility was Bedford Borough Council's Rural Grants Scheme (no timescale) – to a maximum of £25k. After discussion it was agreed to apply for a Rural Grant to resurface the existing play area (see under WPE17/47 also) – which would make it usable all year. If successful, that would in turn reduce both Caloo and Proludic's quotations, as both had quoted for that resurfacing element also.

BH agreed to source those quotations – SG would pass on all relevant contacts. SP agreed to make the application. It was not yet known if Bedford Borough Council would act as the 3rd party contributor – JW agreed to chase.

WPE17/49 – To discuss the ongoing consultation process and to make recommendation to Full Council as necessary.

A poll question "Are you in favour of the proposed changes to the recreation ground?" would be placed on the Facebook page by SG in the coming weeks. SG confirmed there were currently 220 members.

SP added the large-scale proposed designs (Caloo and Proludic) would be displayed at the Neighbourhood Plan launch.

WPE17/50 – To discuss antisocial behaviour in the Jubilee Garden area and measures to protect play equipment and to make recommendation to Full Council as necessary.

Teenagers were congregating in the existing play area – but not actually committing any crime (bar littering). SP confirmed she was meeting with Ace Fire & Security Ltd to look at upgrading the existing cameras on site, ahead of plans to potentially include additional cameras.

Sue Playford MILCM

Clerk to the Council

3rd October 2017

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. Potters Cross was too narrow for a footpath unless it were made single track with traffic passing points.	JW

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Appendix 6

				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. Still ongoing.	
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 – BBC wish to use their own contractors to undertake the works and a quotation is awaited. SP confirmed the quotation would be taken to	SP/JW

¹ Community Infrastructure Levy
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				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. Resolved at Full Council 9th August 2017 (FC17/228) to accept BBC's quotation of £2,700 per stop, but not to include Fields Road nor the stop on Bedford Road opposite the Fox & Duck PH (leaving 12 stops in total).	
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	JW

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				proposal to route pedestrians (including school children) through Barnes Road. 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 15 th 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	To be appointed

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				available for works to improve the existing footpath. 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	SP

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				residents at Hanover Court, a crossing would be used by children walking to Bizzy Bees and also 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. 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	To be appointed

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				petitions/consultations ahead of completing this PAP.	
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 be appointed

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				to central government. Costings were expected to be in the region of £90k and BBC received no 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	
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				need to comply and stick to the speed limit – including the statistics provided by John Loughlin. 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.

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. Clerk is meeting with Ace Fire & Security 23rd October 2017 to get indicative costs to upgrade all existing cameras at the recreation ground, before considering the addition of further cameras	Cllr Lloyd
Christmas street lighting	Budget/precept discussions January 2017	2017	£10,000	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. Resolved at Full Council 13th September 2017 (FC17/261) to appoint Millennium Quest in principle to install lamp columns along Bedford Road	Clerk

² Wootton Parish Council

³ Full Council

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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
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	£6,656	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 installation has yet to be taken forward. Members were asked to consider using a professional to undertake the installation – in light of Cllr Doggrell's resignation, Cllr Lloyd will make further investigations	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	£17,428	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

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Recreation ground footpaths	Budget/precept discussions January 2017	2017	£20,000	Resolved 9 th August (FC17/234) to appoint Redlynch Leisure to undertake all works to footpaths within the recreation ground. Start date still awaited	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 – ongoing	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
St. Mary's footpath repairs	Budget/precept discussions January 2017	2017	£2,000	Resolved 9 th August (FC17/234) to appoint Redlynch Leisure to undertake remedial works to the footpath at St. Mary's. Start date still awaited	Clerk
St. Mary's brick cemetery wall and cemetery railings	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. Neil Gates has undertaken clearance works and fenced off the gap in the damaged brick wall. Clerk is sourcing a structural engineer to discuss further remedial works to the wall	Cllr Quirk
Speed cameras	R&FSSG Committee ⁴	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	Cllr Quirk

⁴ Roads & Footpaths Safety Steering Group
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				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	
Wootton in Bloom	Budget/precept discussions January 2016	2017	£7,773	Planters are in place and Warners of Bedford were appointed to undertake all watering and maintenance. Additional planters will be considered in December 2017	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; • Nov 17 – award contract and determine build date; Project now on hold in light of the Marston Vale Innovation Park proposal	Cllrs Bygraves and Lloyd

To be reviewed monthly at Full Council.

RISK ASSESSMENTS PLAN 2017-18

WPC⁵ 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 (those outstanding are highlighted yellow):

Risk Assessment	Originally Assigned to	Issues Arising/ Recommendations	Re-Assigned to	Completion due by date/ Other Issues	Signed off date and initials
Cemeteries *	N/A		CLlrs O'Dell and Quirk	Jul 2017 (to be added to website)	Jul 17 SO/PDQ
Changing Rooms and Toilet Block	CLlr Bygraves	Still with CLlr Bygraves 2016-17 – not available via the website	CLlr Bygraves	Review monthly until complete	
Christmas Tree *	CLlr Hensher		Clerk	November 2017	

⁵ Wootton Parish Council
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Defibrillator	Cllr Quirk		Wootton Community First Responder Group	Community First Responder now completes monthly checks	Ongoing – monthly checks required
Generator	Cllr Hensher	List of authorised users established (Mark Atkins and Cllr Lloyd)	Cllr Hensher	Mark Atkins to sign document at Fun Fest (8 th July 2017) before adding to website	Jul 17 Clerk
Keeley End Pond	Cllr Groves	Still with Cllr Groves 2016-17 – not available via the website	Cllr Martin	Review monthly until complete	
Litter Picking *	Cllr 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 (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 now in use.	

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				Review monthly until complete (still awaiting alarms – members are asked to consider purchasing them)	
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) 10 th May 2017 that hi-viz jackets and suitable footwear (supplied by WPC) must be worn by both Charlotte and Lorna. Equipment now in use. Review monthly until complete (still awaiting alarms – members are asked to consider purchasing them)	

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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 ⁶ - 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 MOP – accident risk of slipping/falling due to wet or icy surface	Cllr Bygraves	Jun 17 – consider erecting safety fencing around raised areas. Not considered necessary by Full Council. Jun 17 – consider signage advising area should not be used in bad conditions and is done so at individuals own risk.	Jun 17 BH/Clerk

⁶ Member(s) of the public
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		MOP – accident risk slipping, falling or impacting due to poor visibility MOP – accident risk of slipping, tripping or falling from height		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. **Street lighting - Cllr Quirk has undertaken a visual inspection/risk assessment with Andy Muskett, a qualified engineer. Andy Muskett has undertaken some works to	

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				street lighting columns at Hall End. Further works to follow in Keeley Lane and Potters Cross	
				Review monthly until complete	
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. To be signed off at this meeting	
Village Sign(s)	Cllr Hensher	Contractor or MOP – fall resulting from climbing onto plinth (village sign at junction of Bedford/Cause End Road	Clerk	Jun 17 – consider placing no climbing sign on plinth Not considered necessary by Full Council.	May 17 BH/ Clerk
War Memorial *	Cllr Noakes	A crack in the base has been identified	Cllr Hensher (to add matrix)	Review every six months for signs of further deterioration To be signed off at this meeting	
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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Unity Trust Bank Ltd - Receipts & Payments presented - 1st September 2017 - 1st October 2017				
Credit	Debit	To/From	Description	Authorised using Clerk's delegated powers ACM17/21
£ 350.00		Aviva Insurance	Insurance claim re fallen ash tree - St. Mary's churchyard	N/A
	£ 88.49	E-on	Street lighting electricity - Aug 17	No
	£ 36.93	E-on	Changing rooms electricity - Aug 17	No
£ 30.00		S Brown Electrical Contractors	Wootton news advertising fee	N/A
£ 77,482.74		Bedford Borough Council	Precept - 2nd tranche 2017-18	N/A
	£ 57.00	Bedford Borough Council	Cemetery rates - Sep 17	No
£ 30.00		Time to Clean	Wootton news advertising fee	N/A
	£ 27.06	EE	Clerk's mobile - Aug 17	No
	£ 100,000.00	Unity Trust Bank Ltd	Transfer to deposit account	Yes
	£ 894.36	A R Worboys Ltd	Grass cutting instalment	No
	£ 28.44	BT	Changing rooms phone line - Sep 17	No
	£ 67.01	Anglian Water	Allotments water rates - Jun-Aug 17	No
	£ 100.00	Anglian Water	Changing rooms water rates - Sep 17	No
	£ 35.04	BT	Methodist Church broadband - Sep 17	No
£ 80.00		Wrighton & Barker	Memorial fee re late Anne Sanders	N/A
	£ 4,229.25		Salaries Sep 17	No
	£ 5,476.98		Expenses Sep 17 (paid twice in error - £2738.49 has since been refunded)	Yes
	£ 105.00	A J Bookkeeping Services	Payroll services Q2 17-18	No
	£ 120.00	Andrea Pellegram Ltd	Planning advice - Marston Vale Innovation Park proposal	Yes
	£ 1,040.00	J Dennis Garden and Property Services	Cemeteries maintenance Sep 17	No

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	£ 192.00	Ace Fire & Security Ltd	Renewal CCTV contract - Memorial Hall	No
	£ 1,553.90	Ace Fire & Security Ltd	Renewal CCTV contract - recreation ground	No
	£ 1,580.00	Bespoke Media	Graphic design, printing and delivery of Wootton Newsletter - Sep 17	No
	£ 428.00	Bespoke Media	Printing and delivery of Neighbourhood Plan flyers	Yes
	£ 36.45	Unity Trust Bank Ltd	Service charge	No

£77,972.74 £116,095.91

b/f	£ 109,615.27
Income	£ 77,972.74
Expenditure	£ 116,095.91
Balance c/f	£ 71,492.10