



# WOOTTON PARISH COUNCIL



3 Longden Close  
Haynes  
Bedfordshire  
MK45 3PJ

Tel: 07531 930788

Email: [Clerk@Wootton-PC.gov.uk](mailto:Clerk@Wootton-PC.gov.uk)

Website: [Wootton-pc.gov.uk](http://Wootton-pc.gov.uk)



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WoottonParishCouncilBedfordshire

You are invited to attend a virtual meeting (via Zoom) of the Full Council on Wednesday 9<sup>th</sup> December at 7.30pm for the purpose of transacting the following business:

| Agenda no  | Agenda item title                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Power                                                              |
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| Open Forum | <p><i>(Members of the public are welcome to present any matter relevant to the wellbeing of Wootton Parish and each parishioner will receive the attention of the council for a period not exceeding 3 minutes, with a maximum of 15 minutes in total. Please contact the clerk no later than the morning of the meeting if you wish to do so).</i></p> <p>Please note due to ongoing Coronavirus (Covid-19) restrictions and introduction of the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 this meeting will be held remotely. Members of the press and public who wish to join this meeting (and are permitted to do so, subject to the Public Bodies (Admissions to Meetings) Act 1960) can do so via the following link:</p> <p><a href="https://us02web.zoom.us/j/86236274127?pwd=WkpHbEt5MUg4b0x3c2RzVS8rYTB5UT09">https://us02web.zoom.us/j/86236274127?pwd=WkpHbEt5MUg4b0x3c2RzVS8rYTB5UT09</a></p> <p>Meeting ID: 862 3627 4127<br/>Password: 342253<br/>(Or dial by your location)<br/>+44 203 051 2874 United Kingdom<br/>+44 203 481 5237 United Kingdom<br/>+44 203 481 5240 United Kingdom<br/>+44 131 460 1196 United Kingdom</p> | Public Bodies (Admissions to Meetings) Act 1960, s1 (1).           |
| FC20/297   | Apologies for absence.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Local Government Act 1972, Part V, s85 (1) & Sch 12, Part VI, p40. |
| FC20/298   | Disclosure of local and/or disclosable pecuniary interests.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Localism Act 2011, Ch 7, s31.                                      |
| FC20/299   | To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Localism Act 2011, Ch 7, s33.                                      |
| FC20/300   | Report from outside organisations – for information only.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | N/A.                                                               |

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|                 | To receive a report from BBCllr/Cllr Wheeler, to include all outstanding issues.<br>To receive crime figures for November 2020.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                              |
| <b>FC20/301</b> | <b>List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | N/A.                                                                                                         |
| <b>FC20/302</b> | <p><b>Minutes of the previous meeting.</b><br/> <i>Minutes are published on the Wootton Parish Council website: <a href="http://woottonpc.bedsparishes.gov.uk/">http://woottonpc.bedsparishes.gov.uk/</a>.</i><br/> Members of Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 11<sup>th</sup> November 2020.</p> <p>Members of Full Council are asked to receive and adopt the minutes of the (advisory with the exception of payment authorisation) Finance &amp; General Purposes Committee meeting held on 28<sup>th</sup> October 2020.</p> <p>Members of Full Council are asked to receive and adopt the minutes of the (advisory) Neighbourhood Plan Steering Group meeting held on 16<sup>th</sup> September 2020.</p> <p>Members of Full Council are asked to receive and adopt the minutes of the (advisory) Roads &amp; Pavements Safety Steering Group meeting held on 16<sup>th</sup> September 2020.</p> | Local Government Act 1972, Sch 12, Part VI, p41 (1).                                                         |
| <b>FC20/303</b> | <p><b>Matters arising from the minutes – for information only.</b><br/> <b>Please inform the Clerk to the Council by Tuesday 8<sup>th</sup> December 2020 if you wish to update any item below – for information only.</b></p> <ul style="list-style-type: none"> <li>• FC20/293 + FC20/313 – Community Centre at Berryfields.</li> <li>• FC20/264 – Areas of road/pavement requiring resurfacing.</li> <li>• FC20/293 + FC20/313 – Shared Car Park Agreement between the Berryfields Community Centre and Bedford Borough Council.</li> <li>• P20/074 – Parking Restrictions/Yellow Lining at various sites.</li> <li>• FC20/239 – Synthetic Pitch.</li> <li>• FC20/268 – Trial of a Traffic Regulation Order to prevent ‘no verge or footway parking’.</li> <li>• FC20/214 – Support of ‘The Local Electricity Bill’.</li> <li>• FC20/295 – Local Government Boundary Commission Draft New Electoral Arrangements for Bedford Borough.</li> </ul>                | N/A.                                                                                                         |
| <b>FC20/304</b> | <b>Chairman’s report – for information only.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | N/A.                                                                                                         |
| <b>FC20/305</b> | <b>To receive, review and adopt a report from the (Advisory) Neighbourhood Plan Steering Group and to resolve a suitable course of action on any issues or recommendations arising.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Localism Act 2011, Ch 1, s1-8.                                                                               |
| <b>FC20/306</b> | <b>To receive a report from the (Executive) Planning &amp; Environment Committee – for information only.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Localism Act 2011, Ch 1, s1-8.                                                                               |
| <b>FC20/307</b> | <b>To receive, review and adopt the (Advisory) Roads &amp; Pavements Safety Steering Group Project Action Plan and to resolve a suitable course of action on any issues or recommendations arising.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Localism Act 2011, Ch 1, s1-8.                                                                               |
| <b>FC20/308</b> | <b>To receive, review and adopt the (Full Council) Project Action Plan for 2020-21, to determine which projects will be taken forward during 2020-21, to appoint councillors to manage those projects and to resolve a suitable course of action.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | The Community Infrastructure Levy Regulations 2010 (and as since amended).<br>Localism Act 2011, Ch 1, s1-8. |
| <b>FC20/309</b> | <b>To receive, review and adopt all Risk Assessments for 2020-21, including all updates and to resolve a suitable course of action on any issues or recommendations arising.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Localism Act 2011, Ch 1, s1-8.                                                                               |
| <b>FC20/310</b> | <b>To receive and approve the attached bank reconciliation(s) – to include statements from all banks and deposit providers (to be signed by two members who are not authorised signatories) and to resolve a suitable course of action.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Governance and Accountability For Smaller Authorities in England 2020.                                       |

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| FC20/311 | To receive a schedule of receipts and payments as previously approved by the Finance & General Purposes Committee – for information only.                                                                                                                                                                                      | Governance and Accountability For Smaller Authorities in England 2020. |
| FC20/312 | To receive and approve the Income & Expenditure and Earmarked Reserves reports for all cost centres for 2020-21, to date and to resolve a suitable course of action.                                                                                                                                                           | Governance and Accountability For Smaller Authorities in England 2020. |
| FC20/313 | To receive a report from various councillors and the Community Centre Charitable Trust with regard to the Community Centre and to resolve a suitable course of action.                                                                                                                                                         | Localism Act 2011, Ch 1, s1-8.                                         |
| FC20/314 | To receive further updates on all deliverables and trigger points identified within all s106 agreements relating to developments at Fields Road North (Berryfields), Fields Road South, Innovation Park and Little Wootton developments and to resolve a suitable course of action.                                            | Town & Country Planning Act 1990 & subsequent.                         |
| FC20/315 | To consider a response to Bedford Borough Council's Budget Consultation 2021 and to resolve a suitable course of action.                                                                                                                                                                                                       | Stakeholder Consultation.                                              |
| FC20/316 | To consider a response to the Bedfordshire Police & Crime Commissioner's Engagement Plan Consultation and to resolve a suitable course of action.                                                                                                                                                                              | Stakeholder Consultation.                                              |
| FC20/317 | To receive and approve Mazars LLP external audit findings and to resolve a suitable course of action.                                                                                                                                                                                                                          | Localism Act 2011, Ch 1, s1-8.                                         |
| FC20/318 | To agree a course of action with regard to the Berryfields/Fields Road roundabout (including a quotation from Bedford Borough Council's Street Cleansing Team to remove the current display) and to resolve a suitable course of action.                                                                                       | Localism Act 2011, Ch 1, s1-8.                                         |
| FC20/319 | To consider financial requirements (annual expenditure, capital and revenue projects) for 2021-22, ahead of finalising the precept demand in January 2021 and to resolve a suitable course of action.                                                                                                                          | Local Government Finance Act 1992, s41.<br>Financial Regulations.      |
| FC20/320 | To receive a report from Cllr Lloyd regarding the delivery of all proposed Community Infrastructure Levy (CIL) projects and to resolve a suitable course of action.                                                                                                                                                            | Community Infrastructure Levy Regulations 2010 & subsequent.           |
| FC20/321 | To receive a report from Cllr Quirk regarding the installation of fencing and double gates adjoining the recreation ground (Tithe Barn Road side) and to resolve a suitable course of action.                                                                                                                                  | Localism Act 2011, Ch 1, s1-8.                                         |
| FC20/322 | To receive and adopt new/revised policies and procedures covering Vexatious Complaints and Email, Internet and Computer System Use and to resolve a suitable course of action.                                                                                                                                                 | Localism Act 2011, Ch 1, s1-8.                                         |
| FC20/323 | To receive a report from Cllr Quirk regarding the consideration of areas for hedgerow/tree planting following a presentation by Jo Roberts (Forest of Marston Vale) in relation to the FOMV's five year project to offer trees for planting to parishes based within the FOMV area and to resolve a suitable course of action. | Localism Act 2011, Ch 1, s1-8.                                         |
| FC20/324 | To consider the ongoing retention of Regeneration Positive's services (in the preparation of the emerging Neighbourhood Plan) and to resolve a suitable course of action.                                                                                                                                                      | Localism Act 2011, Ch 1, s1-8.                                         |
| FC20/325 | To approve payments for December 2021 and to resolve a suitable course of action.                                                                                                                                                                                                                                              | Localism Act 2011, Ch 1, s1-8.                                         |

*Sue Edgar Playford*

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Sue Edgar Playford,

Clerk to the Council,

2<sup>nd</sup> December 2020.