



WOOTTON PARISH COUNCIL



3 Longden Close
Haynes
Bedfordshire
MK45 3PJ
Tel: 07531 930788
Email: Clerk@Wootton-PC.gov.uk
Website: Wootton-pc.gov.uk

[www.facebook.com/](http://www.facebook.com/WoottonParishCouncilBedfordshire)

WoottonParishCouncilBedfordshire

Minutes of the **Full Council** meeting held on Wednesday 11th January 2023 at 7.30pm at
Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

Open Forum	There was one member of the public present who wished to discuss and observe discussions on agenda item FC23/022. Cllr Lloyd moved this agenda item be heard after agenda item FC23/011 and all members were in agreement. There were no other members of the public or press present and the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Lloyd (in the chair), Bygraves, Hensher, Noakes, O'Dell, Randell and Wallace.			
Absent (no apologies received)	Cllr Quirk.			
Agenda no	Agenda item title	Resolution	Action	Power
FC23/001	Apologies for absence. Cllrs Mapesa and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer) was not in attendance.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1) Sch 12, Part VI, p40.
FC23/002	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
FC23/003	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. No requests received.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
FC23/004	Report from outside organisations – for information only.	The report was circulated ahead of the meeting. No further comments received.	N/A.	N/A.

Full Council Minutes 11th January 2023

Chairman.....

Date 8th February 2023

	To receive a report from BBCllr/Cllr Wheeler, to include all outstanding issues. (Appendix 1). To receive crime figures for December 2022. (Appendix 1a).	No further comments received.	Clerk to keep on file.	N/A.
FC23/005	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. (Appendix 2). RIPPLE works in Wootton.	All other significant correspondence was circulated immediately upon receipt.	Clerk to keep on file.	N/A.
FC23/006	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/.</i> Members of Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 14th December 2022.	Minutes were received and adopted. Proposed: Cllr Noakes. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
FC23/007	Matters arising from the minutes – for information only. - FC22/280 + FC23/017 – Community Centre at Berryfields. Refer to agenda item FC23/017. - FC20/264 – Areas of road/pavement requiring resurfacing. The following <u>road</u> areas have been prioritised by Bedford Borough Council: - Cranfield Road (in part from the double mini roundabout). Works were programmed between Thursday 27th October 2022 and Friday 4th November (09.00 – 15.30 hrs). (Works now complete). The following <u>pavement</u> areas have been prioritised by Bedford Borough Council: - Keeley Lane (its entirety – works now complete); - Lorraine Road (its entirety); - Monoux Road (its entirety – some repair works have been completed); - Payne Road (left-hand side as you enter from Monoux Road). Given the lengthy timescales that have now passed since the above priorities were confirmed by Bedford Borough Council, the Roads & Pavements Safety Steering Group has	No further comments received.	Clerk to keep on file.	N/A.

	requested the following <u>pavement</u> areas now be given priority (RP22/012): ○ Monoux Road (its entirety – reinforcing the original request); ○ Payne Road (its entirety – reinforcing the original request); ○ Foster Way (its entirety); ○ Lorraine Road (its entirety – reinforcing the original request); ○ Pavement from Keeley Lane junction along Bedford/Wootton Road to at least Irongate Corner (Kempston Rural). BBCllr/Cllr Wheeler is now investigating the pavement areas as Payne Road, Foster Way and Lorraine Road have yet to be programmed by BBC. • FC22/280 + FC23/017 – Shared Car Park Agreement between the Berryfields Community Centre and Bedford Borough Council. This agreement (now referred to as the Joint Use Agreement) is with Hillary Cooper Law for scrutiny. Refer to agenda item FC22/017. • FC21/139 – Parking Restrictions/Yellow Lining at various sites. Yellow lining works in part remain outstanding at Hall End. • FC20/268 – Trial of a Traffic Regulation Order to prevent ‘no verge or footway parking’. Resolved 13th May 2020 (FC20/135) to defer this item as central government are currently in talks to extend a ban on pavement parking beyond London and Scotland, to cover England and Wales. Resolved 14th October 2020 (FC20/268) that Wootton Parish Council agree with the option to implement a blanket ban on pavement parking (with exceptions as determined by Bedford Borough Council). • FC22/071 – Bedford Borough Council Overview and Scrutiny Committees. Resolved 10th March 2021 (FC21/068) to request an O&S Committee consider a review of the effectiveness and time-responsiveness of BBC’s support to its Parish and Town Councils. This review has been taken forward as part of the committee’s works			
--	--	--	--	--

Full Council Minutes 11th January 2023

Chairman.....

Page | 3

Date 8th February 2023

	programme. A lack of progress has been raised with Bedford Borough Council's Budget and Corporate Services Committee (as response to a request for views on how the borough council's services may be improved). It is hoped a meeting with Bedford Borough Council's Chief Executive will be opportunity to further address this issue. Resolved 9th March 2022 (FC22/071) to make the same request from March 2021 and continue to seek a meeting with the Chief Executive. BBCllr/Cllr Wheeler continues to chase. • FC22/174 – Bedford Borough Council's Local Plan 2040 Draft Plan. Resolved 13th July 2022 (FC22/174) to submit a comment referencing the need for accessible and adaptable buildings within the Local Plan. • FC22/175 – Bedford Borough Council/Central Bedfordshire Council's Developing in the Forest of Marston Vale SPD consultation. Resolved 13th July 2022 (FC22/175) to note default routes should not be bridleway-standard. This was an inappropriate standard for people with disabilities, including wheelchair and mobility scooter users and would remove the motivation to ensure the best possible routes for all. All bridleways should be split in two – one side for horses and one for pedestrians, buggies and wheelchair/mobility scooter users. • FC22/233 – Placement of a Remembrance Bench (in the style of that at Lorraine Road cemetery) in the vicinity of the war memorial on Church Road. Resolved 12th October 2022 (FC22/233) to site the bench adjacent to the war memorial. An order to site the base has been given to N R Services however this will now be held until spring 2023 due to inclement weather.			
FC23/008	Chairman's report – for information only.	No report was made.	N/A.	N/A.
FC23/009	To receive, review and adopt a report and Project Action Plan from the (Advisory) Leisure & Amenities Committee (including the Roads & Pavements Safety Steering Group) and to resolve a suitable course of action on any issues or recommendations arising. (Appendix 3).	No report or project action plan as this committee had not met since 16 th November 2022.	N/A.	Localism Act 2011, Ch 1, s1-8.

FC23/010	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. (Appendix 4).	No report as this steering group had not met since 28 th April 2022.	N/A.	Localism Act 2011, Ch 1, s1-8.
FC23/011	To receive a report from the (Executive) Planning & Environment Committee – for information only. (Appendix 5).	No further comments received.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC23/012	To receive, review and adopt the (Full Council) Project Action Plan for 2022-23, to determine which projects will be taken forward during 2022-23, to appoint councillors to manage those projects and to resolve a suitable course of action. (Appendix 6).	All amendments/updates were noted in red within the appendix. Resolved to receive, review and adopt the project action plan without further comment. Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC23/013	To receive, review and adopt all Risk Assessments for 2022-23, including all updates and to resolve a suitable course of action on any issues or recommendations arising. (Appendix 7).	Resolved to receive, review and adopt the risk assessment plan without further comment. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC23/014	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.	Resolved to receive and approve all bank reconciliation(s) without further comment – signed by Cllrs Randell and Wallace. Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2022.
FC23/015	To receive a schedule of receipts and payments as previously approved by the Finance & General Purposes Committee – for information only. (Appendix 8).	No further comments received.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2022.
FC23/016	To receive and approve the Income & Expenditure and Earmarked Reserves reports for all cost centres for 2022-23, to date and to resolve a suitable course of action.	Resolved to receive and approve both reports without further comment. Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2022.

FC23/017	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.	<u>Car Park Heads of Terms/Joint Use Agreement</u> The latest draft version of the Joint Use Agreement had yet to be received for circulation and discussion. <u>Charitable Trust</u> The clerk was awaiting a further response from Paul Quinton on the following issues: • Latest risk assessment for the Community Centre (to include Fire Risk) – the fire risk assessment completed by Shield Safety Systems Ltd recommended a review in October 2020 and a more up to date copy has not been sent. It was unclear whether the comments/deficiencies raised in the 2020 assessment had been addressed. • Latest risk assessment for the MUGA (Multi Use Games Area) – this query had not been addressed and the clerk submitted a further copy to Paul Quinton on 15th November 2022. • The clerk had also queried the Gallico Systems Certificate (Fire Detection and Alarm System) which was dated 2019 in case a more up to date copy is available. • Latest RoSPA inspection for the MUGA – the Charitable Trust was awaiting the outcome of its request for WPC to use EMR to fund changes to the MUGA (including surface). Cllr Bygraves confirmed the issues noted above were currently being investigated.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
----------	--	--	------------------------	--------------------------------

		It was noted hire fees were being increased to cover the cost of rising utilities. <u>Lease</u> No further update received. <u>Sports Pitches/Changing Rooms</u> The sports pitches were now white lined and posts in place. The inaugural games were played weekend of 7th/8th January 2023. Resolved to accept the above agreements and findings. Proposed: Cllr Bygraves. Seconded: Cllr Hensher. Resolved by all present.		
FC23/018	To receive, review and report on all deliverables and trigger points identified within all s106 agreements relating to developments at Fields Road North (Berryfields) and Fields Road South (Berry Wood) and to resolve a suitable course of action.	<u>Berryfields (FRN)</u> It was noted infrastructure works were once again underway. <u>Berry Wood (FRS)</u> Resolved to form a working group in March 2023 to undertake inspections of all roads and pavements within the estate.	Clerk to take forward.	Town & Country Planning Act 1990 & subsequent.
FC23/019	To receive a report from Bruno Peek (Pageantmaster) relating to King Charles III's Coronation and the 80th Anniversary of the D-Day landings and to resolve a suitable course of action.	The report contents were noted, however it was resolved to keep this on file until the village entrance sign and Berryfields roundabout projects had been completed/resolved. Proposed: Cllr Bygraves. Seconded: Cllr O'Dell. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
FC23/020	To consider Wootton Parish Council's participation in a proposed Pan-Bedfordshire Bus Users' Forum and to resolve a suitable course of action.	Resolved to note for the files but make no formal response. Proposed: Cllr O'Dell. Seconded: Cllr Randell.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

Full Council Minutes 11th January 2023

Chairman.....

Page | 7

Date 8th February 2023

		Resolved by all present.		
FC23/021	To agree and finalise the precept demand for 2023-24 and to resolve a suitable course of action.	Resolved to increase the precept demand for 2023-24 by 2%. Cllr Lloyd confirmed he would detail the monetary differential via the parish council's website. Proposed: Cllr O'Dell. Seconded: Cllr Randell. Resolved by all present.	Clerk to take forward.	Local Government Finance Act 1992, s41. Financial Regulations.
FC23/022	To continue discussions regarding the Covanta Liaison Panel and to resolve a suitable course of action.	After detailed discussion the following was resolved: • The resident representative was requested to provide comprehensive feedback from all CLP meetings to Full Council. • The resident representative was requested to produce a list of variants between their meeting notes and official meeting notes – for discussion by Full Council and other participating parish/town councils. • The clerk (in their absence) was requested to contact Bedford Borough Council to establish whether recordings of meetings and separate note taking was permissible. The s106 agreement did not state otherwise. Proposed: Cllr O'Dell. Seconded: Cllr Noakes. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
FC23/023	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.		Public Bodies (Admissions to Meetings) Act 1960, s1(2).
FC23/024	To receive an update on works to clear an unkept allotment plot at Hall End and to resolve a suitable course of action.	Resolved to request the plot holder continue tidying the plot, as good progress had been made to date. Proposed: Cllr Lloyd. Seconded: Cllr Bygraves.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Resolved by all present.		
--	--	--------------------------	--	--

Meeting closed at 8.32pm.

FC23/004

Borough Councillor Update – January 2023

Executive Decisions

2nd December - To award a grant of £3,790 to Cardington Parish Council towards the replacement and enhancement of the pathway along the West Green, subject to the project being fully funded and any legal requirements necessary for the completion of the project.

2nd December - To approve grant funding support which is provided under the Trees for Climate Programme for the land located at Octagon Farm North in partnership with the Forest of Marston Vale Trust.

5th December - To approve the proposed Rural Settlements List for 2023/2024.

9th December - To award Age UK Bedfordshire £20,000 to support their Get Set for Winter Campaign for residents who are struggling with the cost of living, energy bills and keeping warm.

9th December - The decision is to accept up to £2.3m awarded by Dept. for Levelling Up, Housing & Communities to deliver the High Street Heritage Action Zone.

13th December - To approve that arrangements to progress the Ravensden Neighbourhood Plan to the referendum stage of preparation are made.

16th December - To award Bedford Bowls Club £5,000 as a contribution to the purchasing and installation of an automated watering system for the bowling green located in Bedford Park.

19th December - To accept a grant of £69,509.50 from the Department for transport from the Transport Fund in respect of socially necessary bus services as set out in the attached report.

20th December - To approve funding a climate change fund for the application from Great Denham Community Hall to fund the installation of 71 solar modules on the hall roof and battery storage, in the sum of £20,000.

5th January - To accept funds of £66,058 from Active Travel England/Department for Transport for revenue funding to develop active travel scheme.

Attainment Gap

Bedford Borough Council's Children's Services Overview and Scrutiny Committee received a report on the attainment results for Bedford Borough.

The results were below the average compared to national attainment with some results being as much as 10% lower than the national average.

Apply for Primary, Lower and Middle school places for 2023

If any guardian/parent has a child due to start school or move up to middle school this September, they must apply to their preferred school by Sunday 15 January for the best chance of getting a place.

Appendix 1

Bedford Borough Council's online admissions system is open to all parents and carers who live within the Borough and whose children are due to start primary or lower school or transfer to a middle school in September 2023.

The online admission system is available at www.bedford.gov.uk/onlineadmissions and will close for primary, lower and middle school applications on Sunday 15 January 2023.

Council Tax Surplus

Council Tax was raised by almost 4% last year, the 6th highest increase of all unitary authorities.

Since then the Council has accrued a Council Tax surplus of £1.511 million in council tax which will be carried over to Bedford Borough Council's budget for next year.

The £1.511 million for 2022/2023 will be shared between the Council, the Police & Crime Commissioner for Bedfordshire and the Bedfordshire Fire & Rescue Authority in proportion to their 2022/2023 precepts on the Collection Fund.

Bedford Borough Council own share is estimated to be £1.2 million.

Financial Settlement

The Levelling Up Secretary Michael Gove has today (19 December 2022) confirmed an almost £60 billion package for councils in England for the next financial year. The settlement means councils across England will benefit from an additional £5 billion – a 9% increase on last year's settlement.

The agreement for next year includes a one-off Funding Guarantee that ensures every council in England will see at least a 3% increase in core spending power before any local decisions around council tax are taken.

Councillor Ward funds

There will be Ward Fund Allocations for 2023 – 25, actual figures have not yet been provided but it is suspected that the funds will need to be slightly higher than the previous allocation as we have had an increase in electorate across the Borough.

Drop-off sites for real Christmas Trees to be recycled

From Thursday 29 December to Tuesday 10 January, there will be eight Christmas tree recycling sites across Bedford Borough. People can drop off real Christmas trees at any time. They will be collected by council staff and recycled at GBRS Ltd.

Sites include:

- **Hillgrounds Road, Kempston** - opposite the shops near Hartwell Drive
- **Jubilee Park, Bedford** - opposite North Lodge, Canvin Way
- **Milton Ernest Garden Centre**, Radwell Road off the A6
- **Mowsbury Park Car Park**, Wentworth Drive, Bedford
- **Podington Garden Centre**, High Street, Podington
- **Roxton Garden Centre**, A421 near the A1 Black Cat Roundabout
- **Seasons Garden Centre**, Bedford Road, Wixams / Wilstead
- **Household Waste Recycling Centre**, Barkers Lane, Bedford

Bedford Council use Government funding to give thousands of Bedford Borough families shopping vouchers this Christmas

Funded through the DWP's Household Support Fund, Bedford Borough Council will continue to provide each eligible child £15 per week.

DfE funding accepted by Bedford Borough Council

The Council has accepted funding by the Department of Education, £9833.02, to support the development of a Special Educational Needs and Disabilities (SEND) employment forum to increase the number of young people (aged 16-25) benefiting from Supported Internships.

Dept. for Levelling Up, Housing & Communities funding accepted by the Mayor

The Council accepted up to £2.3m awarded by Dept. for Levelling Up, Housing & Communities to deliver the High Street Heritage Action Zone (HSHAZ) Government scheme. This will enable the Borough to deliver projects proposed in the UK Shared Prosperity Investment Plan for the period April 2022 – March 2025.

For example, the plan focuses on three key priorities with town centre improvements among them, projects such as the Midland Road regeneration are an example of this.

Bedford received grant from DfT and £2 bus fare.

The Council accepted a grant of £69,509.50 from the Department for Transport to protect socially necessary bus services from January to March.

Additionally, the Council has also accepted a further £66,058 from Active Travel England/Department for Transport. The funding will be used to develop an active travel scheme and development, public engagement on schemes and data collection and evidence. The funding also provides one full time Active Travel Officer for one year.

Additionally, residents across Bedford Borough are set to benefit from a £2 cap on single bus journeys from January to March 2023. This £2 fare cap is being made possible by a £60 million Government initiative that aims to protect bus services across the country.

Bedford Borough Council uses government funding to replace trees on residential streets

These replacement trees will be purchased via the Local Authority Treescapes Fund which is part of the government's Nature for Climate Fund. The funding will be used to reinstate historic tree pit locations across the Borough, who will receive £159,800.00.

Bedford Borough Council contribute to Age UK's "Keep well this winter"

Bedford Borough Council is giving Age UK Bedfordshire £20,000 to provide additional frontline services to older people who risk being overwhelmed by the current cost of living.

Potential charges for green waste collection left open

At Full Council the Mayor refused to rule out the possibility of a charge on green waste collection. Charges typically range from £35 - £45 for a single green bin, with a 1-year subscription plan.

Butterfly Bridge Refurbishment

Refurbishment works are planned at Butterfly Bridge, Bedford with the bridge closing from 9th January for up to 4 months.

Bedford Borough Climate change fund

Great Denham Community Hall is receiving funding for the installation of 71 solar modules on the hall roof and battery storage, in the sum of £20,000 from the Borough Councils Climate change fund.

The Climate Change fund 2020-2024 can provide up to 50% match funding (from £5,000 up to £20,000) for improvements that reduce carbon emissions and energy costs of community buildings within Bedford Borough. Projects can be made up of multiple building improvements up to the maximum grant available.

King Charles III Coronation

The UK will mark the Coronation of King Charles III with a three-day bank holiday weekend from Saturday 6 May to Monday 8 May 2022.

For the celebration Bedford Borough Council is waiving the usual administration fee for street party road closures.

For anyone wishing to hold a street party over the extended bank holiday weekend, the Council asks that applications are submitted by 1 April 2023. Residents can email road.closures@bedford.gov.uk to request a street closure

Local Plan 2040

A consultation took place between 15th June 2022 and 29th July 2022. A total of 1,449 individual representations were received from 595 respondents.

As a reminder the next Local Plan must be submitted for examination by January 2023. BBC concluded, following review, that nothing in the representations received has altered the conclusion reached by officers.

A small addition to the Plan is the inclusion of two new settlements close to two new rail stations on the proposed East West Rail line at the former brickworks at Kempston Hardwick, and at Little Barford to the east of the Borough.

For brevity not all issues not be listed however, they can be accessed through the appropriate portals on the [council's website](#).

Council Tax for 2023/2024

As part of current budget setting process, the January Executive will consider:

- That a provision of 1.50% be made in the Council Tax Base in respect of losses on collection.

For further detail please view related documents via the council's [online portals](#).

A full update of Highways works in Wootton is on the Environmental agenda report for next week circulated by Sue yesterday.

A Wootton police day of action is taking place next Wednesday the 18th from 2 pm, the community centre in Harris Way will be the base for this.

Appendix 1

Borough will now be confirming the new precept at its meeting on the 1st February, tonight's meeting is just to agree the outline plan and also the 2040 local plan, please note the addition to a new settlement close to Kempston Hardwick station on the old brickworks.

BBCllr John Wheeler
January 2023

Appendix 1a

FC23/004a December 2022			
40/72061/22	AGGRAVATED VEHICLE TAKING	18/12/2022 01:20	Mepham Road
40/72486/22	ASSAULT WITHOUT INJURY	01/01/2018 00:00	Manor Road
40/71750/22	ASSAULT WITHOUT INJURY	16/12/2022 00:00	Bedford Road
40/72678/22	CONTROLLING OR COERCIVE BEHAVIOUR	01/01/2018 00:00	
40/71715/22	CRIMINAL DAMAGE - RESIDENTIAL	15/12/2022 00:00	Denny Street
40/73353/22	HARASSMENT	23/12/2022 00:00	
40/73484/22	MALICIOUS COMMUNICATIONS	26/12/2022 22:00	Hoo Close
40/70532/22	MALICIOUS COMMUNICATIONS	03/12/2022 00:00	Denny Street
40/73296/22	OTHER CRIMINAL DAMAGE	25/12/2022 21:10	Johnson Avenue
40/71154/22	OTHER THEFT	29/11/2022 16:58	Steele Walk
40/73636/22	PERVERTING THE COURSE OF JUSTICE	22/12/2022 00:00	Johnson Avenue
40/69543/22	POSSESS OF CONTROL DRUGS (EX CANNABIS)	03/12/2022 18:42	Bedford Road
40/68888/22	PUBLIC FEAR ALARM OR DISTRESS	29/11/2022 19:00	Folkes Road
40/70371/22	RACE OR RELIGIOUSLY AGG ASSAULT WITH INJ	03/12/2022 00:00	
40/71561/22	ROBBERY OF PERSONAL PROPERTY	13/12/2022 20:30	Folkes Road
40/69949/22	THEFT FROM A MOTOR VEHICLE	05/12/2022 19:30	A421
40/73641/22	THREATS TO KILL	22/12/2022 00:00	Johnson Avenue
40/73639/22	THREATS TO KILL	22/12/2022 00:00	Johnson Avenue

FC23/005

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

Significant issues are emailed at the time of receipt.

FC23/009

**Leisure & Amenities Committee (including Roads & Pavements Safety Steering Group) Report and Project
Action Plan**

No report or project action plan as this committee had not met since 16th November 2022.

FC23/010

(Advisory) Neighbourhood Plan Steering Group Report

No report or project action plan as this committee had not met since 28th April 2022.

FC23/011**Planning & Environment Committee Report****14th December 2022****Matters arising from the minutes – for information only**

- P21/262 + P22/214 – Transfer of parish council-owned streetlights to Bedford Borough Council. Resolved 27th June 2018 (P18/154) to continue with the transfer and request Bedford Borough Council carry out structural examinations to all columns. Clerk has been told the Borough Council are dealing with this, but they have several other parishes to deal with too and timescales are not yet known. The clerk provided Bedford Borough Council with latest risk assessments and inspection reports on 24th June 2020. Bedford Borough Council has since requested further testing which cannot be undertaken due to the style of columns and it was resolved 28th October 2020 (FC20/228) that Bedford Borough Council take on the columns if further testing is required. The further testing issue has now been resolved and the clerk is currently awaiting the relevant paperwork, confirming bar one minor issue, all is in order. Resolved 31st March 2021 (P21/082) to accept that paperwork and again request Bedford Borough Council take on the ownership/maintenance of the streetlights. The clerk has now been informed Bedford Borough Council will draft a scheme plan, costings and payback period for consideration and continues to chase for an update. Resolved 10th November 2021 (P21/262) to have Bedford Borough Council upgrade all parish council-owned streetlights to non-heritage style, on the understanding Bedford Borough Council would then adopt the same, at no additional expense to the parish council. Upgrade works should be completed by the end of May 2022, however Bedford Borough Council has stated (9th March 2022) two columns (one at Hall End and one at Potters Cross) are situated on private land (unadopted road) and cannot be upgraded/adopted *. Upgrade works were completed week commencing 12th September 2022. Resolved 28th September 2022 (P22/214) not to undertake any further maintenance works to the one silver-style column at Hall End. The clerk is awaiting further information from Bedford Borough Council regarding the final transfer.

Planning Applications – for resolution

[22/01970/FUL](#) – 44 Cause End Road. Proposed new dwelling and modifications to existing dwelling by blocking up of first floor side (east) window and the addition of front dormer, new access/crossover for existing dwelling. Resolved **TO OBJECT** using the following material considerations:

- The proposal was an over-development of the site;
- Ingress/egress to the proposed development was on a dangerous apex in the road;
- A replacement ash tree (in relation to a previous planning application at the same address – 19/00313/TPO) should remain.

Proposed: Cllr Noakes.

Seconded: Cllr Bygraves.

Resolved by all present.

[22/02635/FUL](#) – 62 Folkes Road. Relocation of 2m high fence.

Resolved **TO OBJECT** using the following material considerations:

- The land in question was not in the applicant's ownership;
- The proposal encroached onto a public highway;
- The proposal would adversely affect the street scene;
- The proposal would adversely affect safe ingress/egress to/from that and adjoining properties;
- The proposal would also adversely affect light afforded to adjacent properties.

Proposed: Cllr Noakes.

Seconded: Cllr Bygraves.
Resolved by all present.

[CB/22/04299/OUT](#) – Land North of Cranfield Airport, College Road, Cranfield. Outline Application: with all matters reserved except for access, for the maintenance, repair and overhaul of aircraft and associated research and development activity, comprising up to 16 aircraft hangar bays, offices, workshops and storage buildings, compass swing pad and associated works, aircraft engine ground running enclosure and associated works, aircraft wash stand, airfield infrastructure works comprising construction of aprons, taxiways and runway works, upgrades of aeronautical ground lighting, and navigational aids, site perimeter fencing, drainage, car parking, security gate houses and controlled vehicle and pedestrian access, landscaping, earth bunds, earth works, electrical sub-stations, demolition works, utility works, temporary site office, modifications to public rights of way and modifications to the Crawley Road / College Road / Astwood Road highway junction. EIA development accompanied by an Environmental Statement.

The resident in attendance sought to ensure that safeguards would be in place in relation to the number of permitted flights, timings of flights, plus height and speed of aircraft.

BBCllr/Cllr Wheeler had received confirmation the flight path would be over Stagsden and that there would be a maximum of six flights per day, with no low or night flights.

In light of BBCllr/Cllr Wheeler's findings it was resolved to make no further comment on this application, given the parish council had not formally been consulted in any event.

Proposed: Cllr Noakes.

Seconded: Cllr Bygraves.

Resolved by all present.

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

22/00923/ADV – Plot 4 and 5, Land South of Fields Road. Illuminated totem sign to the site entrance for building, HGV, car and pedestrian wayfinding.

This council previously resolved **NO OBJECTION**.

22/01035/MAO – Land on the south of Keeley Lane. Outline application with all matters reserved except access, for residential development of up to 20 dwellings, public open space, landscaping, access to Keeley Lane, sustainable urban drainage systems and associated infrastructure.

This council previously resolved **NO OBJECTION**.

22/01950/FUL – 26 Wootton Green. Conversion of and alterations to garage space to form accessible ground floor annexe with provision of first floor office space above including flat roof dormer to rear.

This council previously resolved **NO OBJECTION**.

22/02082/FUL – 60 and 62 Hall End Road. First floor rear extension of 62 Hall End Road and two storey rear extension to 60 Hall End Road.

This council previously resolved **NO OBJECTION**.

No further comments received.

Resolutions

P22/276 – To consider remedial works to unsafe memorials at Lorraine Road cemetery and St. Mary's Churchyard/Churchyard extension following the latest risk assessment and to resolve a suitable course of action.

Resolved that the one headstone (in St. Mary's churchyard) identified as unsafe be laid down. It was believed a faculty would be required, so the clerk was instructed to contact the churchwardens at St. Mary's Church for further guidance before reporting back to this committee.

Appendix 5

Proposed: Cllr O'Dell.

Seconded: Cllr Noakes.

Resolved by all present.

P22/277 – To review and approve the grass cutting tender documentation (including maps) ahead of commencement of the grass cutting tender process for 2023-2026 and to resolve a suitable course of action.

Resolved to review and approve all documentation with the following amendments:

- Ensure the grass at Keeley End Pond was left to allow wildlife to flourish and tend to brambles only;
- Ensure the paddock grass and entrance was cut upon request only.

Proposed: Cllr Hensher.

Seconded: Cllr O'Dell.

Resolved by all present.

Sue Edgar Playford BA (Hons) PSLCC

Clerk to the Council and Responsible Financial Officer

3rd January 2023

FC23/012**Project Action Plan for Ongoing Projects**

Please refer to earlier Project Action Plans (published within Completed Full Council Minutes) for PAP information relating to 2022 and/or earlier. These are available to view either via the Clerk to the Council or at:

<https://wootton-pc.gov.uk/wp-admin/admin.php?page=ee-simple-file-list-pro&eeFolder=Meetings%2FMinutes%2FFull-Council>

Priority	Action	Timescales	Budget				Update	Project Manager
			CIL Money	Grants	EMR Money	Est Cost		
Medium	Average Speed Cameras	2022	£220,000	£80,000 s106 funding (spent on Fields Road by Goodmans)	£0	£300,000	<u>9th February 2022</u> Resolved 12th January 2022 (FC22/026) to keep the installation on file for a period of 12 months, in the hope police support for the proposal could be obtained. It should be noted the Roads & Pavements Safety Steering Group has since requested Full Council revisit this resolution after a period of six months (to comply with Standing Orders). <u>12 October 2022</u> Average Speed Cameras for Cranfield Road are now in situ and the order for all remaining sites is with Bedford Borough Council.	Cllrs Lloyd and Wheeler
Medium	Berryfields Roundabout Re-Design	2022			£23,000		<u>13th April 2022</u> A recent public vote saw the winning design chosen as 'C – Beacon with Flowers' and a request has been made to Bedford Borough Council (as local highways authority) for permission to take this project forward and site the beacon/flowers on the roundabout. <u>12 October 2022</u> Cllrs Lloyd, O'Dell and Wheeler and the Clerk met on site with a representative from Bedford Borough Council who confirmed their agreement in principle. This would be subject to the parish council	Cllr O'Dell

							indemnifying Bedford Borough Council against any accidents involving the structure. The clerk has received what members considered to be the necessary confirmation from the parish council's insurers. Any contractor would need to be Bedford Borough Council approved and be licenced to work on the highway. It would also be necessary to contact all utility providers to ensure the area was free of cabling/pipes. Cadent Gas Ltd will be approached at an upcoming open evening on 19th October 2022 and the clerk agreed to request a list of all other potential utility providers from Bedford Borough Council. This was required before planning permission/licence for installation was needed. Cllr O'Dell confirmed he has approached Graham Stewart (architect) to prepare the necessary plans for submission to Bedford Borough Council's Highways and Planning Departments, in order to secure both a licence for installation and planning permission. It was noted the beacon would likely be needed for the Coronation in May 2022 before being sited on the roundabout. <u>9th November 2022</u> The clerk has emailed Bedford Borough Council for further advice on what utilities may lay beneath the roundabout.	
High	Community Centre Lease Agreement (to now include the car park Joint Use Agreement)	2022	£0	£0	£0	£1,500	<u>8th December 2021</u> Resolved 8th December 2021 (FC21/295) that Hillary Cooper Law be re-appointed to address all outstanding issues. <u>9th March 2022</u> Hillary Cooper Law continue to triage all paperwork and are communicating directly when needed with	Cllr Bygraves

							Bedford Borough Council's legal counterpart. Refer to agenda item FC22/103. <u>8th June 2022</u> Refer to agenda item FC22/145. <u>10th August 2022</u> Refer to agenda item FC22/199. <u>12 October 2022</u> Refer to agenda item FC22/225. <u>9th November 2022</u> Refer to agenda item FC22/255. <u>14th December 2022</u> Refer to agenda item FC22/280. <u>11th January 2023</u> Refer to agenda item FC23/017.	
Low	Lecterns	2022	£1,200 per	£0	£0	£0	<u>10th November 2021</u> The Memorial Hall lectern has now been installed. It was noted additional lecterns were planned for the pound and gaol, plus the Queen's Green Canopy Project. <u>9th February 2022</u> The Queen's Green Canopy Project lectern is now in situ at Lorraine Road cemetery. <u>9th March 2022</u> The lectern at The Pound (Bedford Road opposite The Cock Inn PH) is now in situ. <u>13th July 2022</u> BBCllr/Cllr Wheeler has received confirmation from Bedford Borough Council that a lectern may be installed in the vicinity of St. Mary's Church (in what was the gaol area).	Cllr Quirk

							<u>10th August 2022</u> A question now surrounds whether the proposed site sits on privately-owned land and this is being investigated by Bedford Borough Council. <u>9th November 2022</u> Bedford Borough Council has located documentation which confirms the proposed site sits on highways-owned property and is awaiting confirmation from the adjacent landowners it can issue the parish council with an agreement under the Highway Act 1980 s115, to install the lectern. <u>14th December 2022</u> Given ongoing delays in relation to land ownership, the clerk was instructed to speak to St. Mary's Churchwardens to establish the feasibility in siting the lectern just within the grounds of the churchyard (similar to that at the Memorial Hall on Bedford Road). In addition to information on the gaol, the history of the church could also be included. A faculty may be necessary.	
Low	Lorraine Road Cemetery extension	Ongoing	£0	£0	£22,000	£100,000	<u>14th July 2021</u> Regeneration Positive have been approached to liaise with the Crown Estate to try and secure an area of land for a tree planting project (delivered by the Forest of Marston Vale) which could also include the area needed to expand the cemetery. <u>9th February 2022</u> The Queen's Green Canopy Project has now been completed, with some 70 trees (whips) planted on land within Lorraine Road cemetery and the Crown Estate. The outcome of the upcoming Neighbourhood Plan referendum is now awaited. <u>9th March 2022</u>	Cllr Quirk

							The referendum saw a majority vote in favour of making the Neighbourhood Plan. A report to adopt the plan will be considered by Bedford Borough Council's Executive on 2nd March 2022 and the clerk will be informed of that outcome after that meeting. <u>13th April 2022</u> Bedford Borough Council's Executive has made the Neighbourhood Plan. No further updates received.	
High	Neighbourhood Plan	2020 and ongoing	£0	£8,000	£1,314	£0	<u>12th January 2021</u> Bedford Borough Council's Executive has approved the Neighbourhood Plan and the referendum is scheduled for Thursday 17th February 2022. <u>9th March 2022</u> The referendum saw a majority vote in favour of making the Neighbourhood Plan. A report to adopt the plan will be considered by Bedford Borough Council's Executive on 2nd March 2022 and the clerk will be informed of that outcome after that meeting. <u>13th April 2022</u> Bedford Borough Council's Executive has made the Neighbourhood Plan and Rainier Developments Ltd have taken the first steps to develop Policy W6.	Cllr Hensher
Low	Noticeboards	Ongoing	£0	£0	£2,500	£500	<u>12th February 2020</u> When needed.	Clerk
Low	Real Time Passenger Information (Bus Stops)	Ongoing	£33,000			£33,000	<u>12th January 2022</u> Cllr Hensher has requested information from 21st Century regarding vandal-proof units as an alternative suggestion (given the original units have been subject to repeated vandalism). <u>9th February 2022</u> Cllrs Hensher, Lloyd, O'Dell, Wheeler and the clerk recently attended a team meeting with a representative from Journeo (21st Century Fleet Systems Ltd) who already work in RTPI partnership with Bedford Borough Council and a site visit has been arranged (22nd February) to discuss both	Cllr O'Dell

							additional units and existing, vandalised units. A representative from Bedford Borough Council (Jon Pauling) will attend. <u>9th March 2022</u> The clerk, Cllrs Hensher, Lloyd, O'Dell and Wheeler attended a site visit with representatives from Bedford Borough Council and Journeo on 22nd February. A number of suggestions including the addition of QR codes at all stops, replacement bus shelters to enable a differing style of RTPI units in some areas and flag-style units were made. It was noted the original units were Bedford Borough Council assets and it was hoped a mutually beneficial resolution could be reached to replace/repair them. A number of suggestions/costings will be provided by Journeo. <u>13th July 2022</u> A teams meeting with WPC and a Journeo representative is being arranged to discuss suggestions/costings. <u>10th August 2022</u> The clerk and Cllrs O'Dell and Wheeler attended a further site visit with representatives from Bedford Borough Council (Jon Pauling), Journeo (Saff Riaz) and Etesian Green Shelters (Steve Miller) on 28th July 2022. Having examined the four sites with bus shelters, Steve agreed to furnish the parish council with quotations to replace all shelters with eco shelters with living roofs to help offset carbon emissions. A separate quotation would be made in relation to Real Time Passenger Information Units as it was unclear whether these could be funded by Bedford Borough Council, as previously understood. It was hoped the quotations would be ready for discussion at September's Full Council meeting. <u>14th December 2022</u>	
--	--	--	--	--	--	--	--	--

							Refer to agenda item FC22/292. <u>11th January 2023</u> Resolved 14 th December 2022 (FC22/291) to accept the costings to replace the four bus shelters, on the understanding Bedford Borough Council would fund replacement roof-positioned Real Time Passenger Information units.	
Low	Street Lighting Columns – Transfer to BBC	Ongoing			£10,000	£10,000	<u>8th December 2021</u> Costings to upgrade parish council-owned street lighting columns have been approved by the Planning & Environment Committee and Bedford Borough Council has been informed. This will be implemented ahead of the adoption by Bedford Borough Council; however timescales are currently not known. <u>9th February 2022</u> Works to upgrade all lighting columns are scheduled for completion by the end of May 2022. <u>13th April 2022</u> Bedford Borough Council has now stated two columns cannot be upgraded nor adopted by them as they are positioned in unadopted roads (one at Hall End and one at Potters Cross *). The remaining adoption works have been delayed post-May 2022. <u>12 October 2022</u> Upgrade works (bar the two columns noted above *) were completed week commencing 22 nd August 2022. The final adoption by Bedford Borough Council remains outstanding.	Cllr Quirk
Medium	Synthetic 4g Pitch as part of the Fields Road South Development	Ongoing		£700,000 s106 funding (now £812k)		£700,000	<u>8th December 2021</u> A full planning application has been delayed whilst Neil deals with potential flooding remedies and costings are still expected – to enable Cllrs Bygraves and Wheeler to fundraise for the balance of funding.	Cllr Bygraves

							<u>12th January 2022</u> A full planning application is expected to be submitted imminently and costings are still expected – to enable Cllrs Bygraves and Wheeler to fundraise for the balance of funding. <u>9th February 2022</u> A full planning application has yet to be submitted by Neil Boddington (Boddington Planning), however Cllrs Bygraves and Wheeler are now in receipt of costings to aid with fundraising activities. See also agenda item FC22/050. <u>13th April 2022</u> A full planning application has now been submitted by Boddington Planning. <u>8th June 2022</u> The full planning application will be determined by the Full Planning Committee of Bedford Borough Council. <u>12 October 2022</u> Planning permission has been granted by Bedford Borough Council. Refer to agenda item FC22/235. <u>9th November 2022</u> Resolved 12th October 2022 (FC22/235) that Wootton Parish Council relinquish its role as agent in favour of Wootton Upper School. Approval from all relevant parties is ongoing, however the parish council will remain involved in the project and will ensure a user agreement is secured to ensure the facility is freely available to the public during specified hours.	
Low	Wootton Village Entrance Sign(s) – Various	2020 and ongoing			£23,000 Fields Road £15,000	£38,000	<u>12th January 2022</u> Resolved 8th December 2021 (FC21/299) to meet with Bedford Borough Council’s Highways	Cllr O’Dell

	Locations				Keeley Lane		Department to investigate the feasibility of erecting a brick built entrance sign at one of two possible sites on Keeley Lane (closer to the actual parish boundary). Cllr O'Dell had received confirmation from Bedford Borough Council in principle that a sign could be erected at either site, and Cllr Lloyd agreed to provide a facsimile of what was required (matching the brick built sign on Bedford Road) to submit to Bedford Borough Council and potential contractors. Members were asked to inform the clerk of any potential contractors. <u>9th February 2022</u> Cllr Lloyd has provided graphics which can be supplied to Bedford Borough Council and potential contractors. The specification (including bricks) should match the existing sign on Bedford/Wootton Road. Cllr O'Dell has sourced one potential contractor (bricklayer) and requested members pass on details of others. Wrighton & Barker have also been approached to help with the 'Wootton' insert and may be able to recommend other contractors. <u>9th March 2022</u> Cllr O'Dell is sourcing an architect to aid with the design specification. <u>10th August 2022</u> Cllr O'Dell has confirmed the architect will produce drawing specifications for consultation with Bedford Borough Council. <u>12 October 2022</u> A Bedford Borough Council representative confirmed the proposal would be acceptable in principle, but it would be advisable to contact the	
--	-----------	--	--	--	-------------	--	--	--

						adjacent landowner to ensure they were aware of the same. The clerk is awaiting a response from the land registry in order to identify the owner. It will also be necessary for the parish council to indemnify the Borough Council in the event of any accident involving the structure – this can be taken forward when specifications are known. Any contractor would need to be Bedford Borough Council approved and be licenced to work on the highway. Cllr O'Dell confirmed he has approached Graham Stewart (architect) to prepare the necessary plans for submission to Bedford Borough Council's Highways and Planning Departments, in order to secure both a licence for installation and planning permission. It will also be necessary to publicise the application in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015, Article 13. <u>9th November 2022</u> A land registry search response is still awaited. A response from Bedford Borough Council is also awaited in relation to publicising the application in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015, Article 13. Wrighton & Barker had quoted £610 plus VAT for the granite insert and lettering. <u>14th December 2022</u> The land registry search has identified the adjacent landowner and the planning application has been submitted. A possible issue is an email received from the Case Officer assigned to this application which states Highways are minded to object to the application as <i>"The proposed sign and brick structure would obstruct visibility and be a hazard to road users and pedestrians. As a result the</i>	
--	--	--	--	--	--	--	--

							<i>development is therefore contrary to Policy 31 of the Bedford Borough Local Plan 2030.”</i> Cllr O’Dell confirmed he had sought agreement in principle previously from Highways and it is hoped this email is a mis-communication. <u>11th January 2023</u> It was noted Bedford Borough Council had refused planning permission. Cllr O’Dell confirmed another planning application could be submitted without cost, adding it was his intention to arrange a site visit with the architect and Bedford Borough Council’s Planning Case Officer.	
--	--	--	--	--	--	--	---	--

To be reviewed monthly at Full Council.

FC23/013**RISK ASSESSMENTS PLAN 2022-23**

WPC¹ assigns and reviews all Risk Assessments annually in May. This plan will detail 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.

Some, but not all, risk assessments can be viewed via the following link: <https://wootton-pc.gov.uk/parish-council/documents/>

Wootton Parish Council's Risk Assessments for 2022-23 (black font – complete, red font – outstanding, blue font – for sign off, green font – Covid-19 related):

Risk Assessment	Assigned to	Date assigned	Issues Arising/ Recommendations	Completion due by date/ Other Issues	Signed off date and initials
3 Tier Flower Planters	SP	11.5.22	None		10.8.22 SP
Car Parks	SP	11.5.22	None		14.12.22 SP
Cemeteries	SO	13.7.22	The latest risk assessment has been completed by Cllr O'Dell and guidance has been sought from the churchwardens at St. Mary's		
Changing Rooms and Toilet Block	SP	11.5.22	Left on file for now pending extensive remodelling works (and the demolition of the toilet block). It is hoped works will commence in 2023		
Christmas Street Lighting	SP	11.5.22	None		12.10.22 SP
Christmas Tree (including Switch On Event)	SP	11.5.22	None		12.10.22 SP
Community Centre	SP	11.5.22	This risk assessment is undertaken by the Charitable Trust		Charitable Trust

¹ Wootton Parish Council

Defibrillators	SP	11.5.22	A Wootton Community First Responder undertakes daily and monthly checks – all checks are logged in the system		Community First Responders
Fun Fest	SP	11.5.22	None		8.6.22 SP
Generator	GL	11.5.22	None		8.6.22 SP
Keeley End Pond	GL	11.5.22	A recent RoSPA inspection (8.7.22) found only low risk issues		10.8.22 SP
Litter Picking (and caretaker)	SP	11.5.22	None		12.10.22 SP
Lone & Isolated Working	SP	11.5.22	None		12.10.22 SP
Marquee	SP	11.5.22	None		8.6.22 SP
Memorial Hall Play Area	SP	11.5.22	None		12.10.22 SP
MUGA – Church Road	SP	11.5.22	A new LED system was installed in June 2022, and this system should be checked every three years.		12.10.22 SP
MUGA – Harris Way	SP	11.5.22	This risk assessment is undertaken by the Charitable Trust		Charitable Trust
Outdoor Film/Cinema Event	SP	11.5.22	Not required for 2022		
Recreation Ground Gate Duty including volunteers	SP	11.5.22	None		12.10.22 SP
Recreation Ground Play Area	SP	11.5.22	None		12.10.22 SP
Remembrance Sunday Parade	SP	11.5.22	None		12.10.22 SP
Silhouette	SP	11.5.22	The silhouette is currently being stored by Cllr Bygraves before being re-sited adjacent to the war memorial (which has outstanding remedial works)	N/A	N/A
Skate Park	SP	11.5.22	None		12.10.22 SP
Sports Pitches – Church Road	SP	11.5.22	None		12.10.22 SP
Sports Pitches – Harris Way	SP	3.1.23	BBC ² has been asked to provide a copy of its risk assessment in relation to		

² Bedford Borough Council

			ongoing maintenance works including grass cutting and white lining		
Street Furniture	SP	11.5.22	None		12.10.22 SP
Trees	SP	11.5.22	None		12.10.22 SP
Village Sign	SP	11.5.22	None		12.10.22 SP
War Memorial	JN	25.8.22	None		12.10.22 SP
Work Station (Clerk) – to include the parish office within the community centre	GL	11.5.22	27.7.20 – HSE states organisations with fewer than five employees do not need to put risk assessments in writing. Periodic checks will be undertaken and any significant issues recorded		

To be reviewed monthly at Full Council.

Please visit the following link:

<https://wootton-pc.gov.uk/parish-council/finances/?eeFolder=Finance/ReceiptsPayments&eeFront=1>