



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 14th June 2023 at 7.30pm at
Wootton Community Centre, Harris Way, Wootton, MK43 9FZ for the purpose of transacting the following business:

Agenda no	Agenda item title	Power
Open Forum	<i>(Members of the public are welcome to present any matter relevant to the wellbeing of Wootton Parish and each parishioner will receive the attention of the council for a period not exceeding 3 minutes, with a maximum of 15 minutes in total. Please contact the clerk no later than the morning of the meeting if you wish to do so). Recording, including filming, audio recording, taking photographs, blogging, tweeting and the use of other social media websites is permitted at council meetings which are open to the public. Anyone wishing to do so MUST speak to the chairman prior to the meeting as the parish council has an Audio-Visual Recording, Filming and Photographing of Meetings/Committee Meetings Policy, which must be adhered to.</i>	Public Bodies (Admissions to Meetings) Act 1960, s1 (1).
FC23/116	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC23/117	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC23/118	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.
FC23/119	Report from outside organisations – for information only. To receive a report from Borough Councillors Wheeler and Abood, to include all outstanding issues. To receive crime figures for May 2023.	N/A.
FC23/120	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.
FC23/121	Minutes of the previous meeting. Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/ . Members of Full Council are asked to receive and adopt the minutes of the Annual Council meeting held on 17 th May 2023. Members of Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 17 th May 2023. 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 26 th April 2023.	Local Government Act 1972, Sch 12, Part VI, p41 (1).

	Members of Full Council are asked to receive and adopt the minutes of the (advisory) Leisure & Amenities Committee (including Roads & Pavements Safety Steering Group) meeting held on 15 th March 2023.	
FC23/122	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 13th June 2023 if you wish to update any item below – for information only. - FC23/109 + FC23/132 – Community Centre at Berryfields. - FC23/109 + FC23/132 – Shared Car Park Agreement between the Berryfields Community Centre and Bedford Borough Council. - FC21/139 – Parking Restrictions/Yellow Lining at various sites. - FC20/268 – Trial of a Traffic Regulation Order to prevent ‘no verge or footway parking’. - FC22/174 – Bedford Borough Council’s Local Plan 2040 Draft Plan. - 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. - FC23/043 – Remodelling of Changing Rooms and demolition of Toilet Block – Recreation Ground, Church Road. - FC23/065 – Bedford Borough Council’s Overview and Scrutiny Committees’ Work Programme Consultation 2023. - FC23/087 – Recent installation of a zebra-style pedestrian crossing on Fields Road. - FC23/114 – Ownership/Management of the Memorial Hall, Bedford Road.	N/A.
FC23/123	Chairman’s report – for information only.	N/A.
FC23/124	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.	Localism Act 2011, Ch 1, s1-8.
FC23/125	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.	Localism Act 2011, Ch 1, s1-8.
FC23/126	To receive a report from the (Executive) Planning & Environment Committee – for information only.	Localism Act 2011, Ch 1, s1-8.
FC23/127	To receive, review and adopt the (Full Council) Project Action Plan for 2023-24, to determine which projects will be taken forward during 2023-24, to appoint councillors to manage those projects and to resolve a suitable course of action.	The Community Infrastructure Levy Regulations 2010 (and as since amended). Localism Act 2011, Ch 1, s1-8.
FC23/128	To receive, review and adopt all Risk Assessments for 2023-24, including all updates and to resolve a suitable course of action on any issues or recommendations arising.	Localism Act 2011, Ch 1, s1-8.
FC23/129	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.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2023.
FC23/130	To receive a schedule of receipts and payments as previously approved by the Finance & General Purposes Committee – for information only.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2023.
FC23/131	To receive and approve the Income & Expenditure and Earmarked Reserves reports for all cost centres for 2022-23, to consider any budget heading virements and to resolve a suitable course of action.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2023.
FC23/132	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>including the appointment of a contractor to undertake remedial lining works to the Harris Way Multi Use Games Area.</u>	Localism Act 2011, Ch 1, s1-8.

FC23/133	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.	Town & Country Planning Act 1990 & subsequent.
FC23/134	To receive and approve the Internal Audit report for year end 2022/23 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/135	To review the effectiveness of the Internal Audit for year end 2022/23 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/136	To receive and approve the Annual Governance Statement 2022/23 (Section 1 – Annual Return for the year ended 31 st March 2023 – Local Councils, Internal Drainage Boards and other Smaller Authorities) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/137	To receive and approve the Accounting Statements 2022/23 (Section 2 – Annual Return for the year ended 31 st March 2023 – Local Councils, Internal Drainage Boards and other Smaller Authorities), (hard copy signed by the Clerk to the Council/Responsible Financial Officer ahead of this meeting) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/138	To consider sites to install Electric Vehicle Charging Points within the village and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/139	To receive a report from Cllr O'Dell regarding dangerous driving conditions on Mephram Road and delivery of a resident petition to Bedford Borough Council seeking road safety measures relating to the same and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/140	To appoint a representative to the Memorial Hall Committee and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/141	To approve Cllr Tyerman's appointment as a representative of the Wootton Church and Poor's Land Charities and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/142	To receive a recommendation from the (advisory) Finance & General Purposes Committee that a staffing appraisals system for Wootton Parish Council be approved and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/143	To receive a recommendation from the (advisory) Finance & General Purposes Committee that the Terms of Reference for the advisory Finance & General Purposes Committee be amended to extend its executive powers to include staff appraisals and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC23/144	To receive and approve an updated CCTV Code of Practice 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 BA (Hons) PSLCC AICMM,

Clerk to the Council and Responsible Financial Officer,

7th June 2023.