



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/](https://www.facebook.com/WoottonParishCouncilBedfordshire)

WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 8th May 2024 which will follow the Annual Council Meeting which starts 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).
FC24/099	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC24/100	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC24/101	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.
FC24/102	To receive a résumé from a resident wishing to be co-opted as a member of Wootton Parish Council.	Local Elections (Parishes and Communities) (England and Wales) Rules 2006 SI2006/3305 r 5(5).
FC24/103	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 April 2024.	N/A.
FC24/104	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. (Appendix Two). All significant issues are emailed at the time of receipt.	N/A.

FC24/105	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 10th April 2024. Members of Full Council are asked to receive and adopt the minutes of the (advisory with the exception of payment authorisation) Finance and General Purposes Committee meeting held on 27th March 2024. Members of Full Council are asked to receive and adopt the minutes of the (advisory) Leisure and Amenities Committee meeting held on 27th March 2024.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
FC24/106	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 7th May 2024 if you wish to update any item below – for information only. • FC24/091 + FC24/117 – Community Centre at Berryfields. • FC24/091 + FC24/117 – Shared Car Park Agreement between the Berryfields Community Centre and Bedford Borough Council. • FC22/174 – Bedford Borough Council’s Local Plan 2040 Draft Plan. • FC24/073 – Community Use Agreement for the synthetic pitch at Wootton Upper School. • FC24/074 – National Association of Local Councils accredited Local Council Award Scheme (Quality Gold) application (including updated Business Plan).	N/A.
FC24/107	Chairman’s report – for information only.	N/A.
FC24/108	To receive, review and adopt a report from the (Advisory) Leisure and Amenities Committee and to resolve a suitable course of action on any issues or recommendations arising.	Localism Act 2011, Ch 1, s1-8.
FC24/109	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.
FC24/110	To receive a report from the (Executive) Planning & Environment Committee – for information only.	Localism Act 2011, Ch 1, s1-8.
FC24/111	To receive, review and adopt the Roads and Pavements Safety Steering Group Project Action Plan and to resolve a suitable course of action on any issues or recommendations arising.	Localism Act 2011, Ch 1, s1-8.
FC24/112	To receive, review and adopt the (Full Council) Project Action Plan for 2024-25, to determine which projects will be taken forward during 2024-25, 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.
FC24/113	To receive, review and adopt all Risk Assessments for 2024-25, including all updates and to resolve a suitable course of action on any issues or recommendations arising.	Localism Act 2011, Ch 1, s1-8.
FC24/114	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 2024.
FC24/115	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 2024.
FC24/116	To receive and approve the Income & Expenditure and Earmarked Reserves reports for all cost centres for 2023-24, 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 2024.
FC24/117	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.
FC24/118	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.
FC24/119	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.
FC24/120	To receive a report/update from the Chairman and Clerk in relation to the National Association of Local Councils accredited Local Council Award Scheme (Quality Gold) application (including updated Business Plan) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/121	To consider a response to Bedford Borough Council's proposal to install a loading bay (maximum stay of 15 minutes) in Bedford Road (eastern kerb from a point approximately 24 metres south of the centre of Cause End Road for a distance of approximately 13 metres in a southerly direction) and to resolve a suitable course of action.	Stakeholder Consultation.
FC24/122	To receive, review and adopt the final Review of the Effectiveness of the System of Internal Control and Risk Assessment Schedule for the financial year 2023/24 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/123	To consider steps to commemorate the D-Day 80 th Anniversary (6 th June 2024) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/124	To consider a grant request from Wootton Community Centre Charitable Trust (£5,000) to assist with its annual Street Food and Music Festival (August 2024) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/125	To receive a request from Friends of Wootton Lower School (formerly PTFA) that a clothes bin currently within the lower school site be sited on the pavement within the Community Centre car park and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/126	To receive a recommendation from the (advisory) Leisure and Amenities Committee to replace bins at Lorraine Road Green (adjacent to the library) and skate park, Church Road and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/127	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).	Public Bodies (Admissions to Meetings) Act 1960, s1(2).
FC24/128	To receive a recommendation from the (advisory) Leisure and Amenities Committee to appoint CUT Services to install attenuation cells (connected to the existing rainwater dispersal system) within the recreation ground car park, Church Road and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/129	To review insurance provision for the parish council and appoint an insurance provider for 2024/25 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/130	To receive, review and adopt architectural and structural information from Coloini + Lane Architecture Ltd relating to the Changing Rooms remodelling project 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 AICCM,
Clerk to the Council and Responsible Financial Officer,
1st May 2024.