



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 12th June 2024 at 7.15pm 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).
FC24/131	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC24/132	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC24/133	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.
FC24/134	Report from outside organisations – for information only. - To receive a report from Borough Councillors Wheeler and Abood, to include all outstanding issues. (As we are currently in a pre-election period, no reports will be received or circulated). - To receive crime figures for May 2024. - Bedford Borough Council. Adoption of Land North of Fields Road Wootton, Bus Loop (encompassing Folkes Road in part and the Bus Loop within the Berryfields Estate).	N/A.
FC24/135	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.
FC24/136	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/.</i>	Local Government Act 1972, Sch 12, Part VI, p41 (1).

	Members of Full Council are asked to receive and adopt the minutes of the Full Council meeting held on 8th May 2024. Members of Full Council are asked to receive and adopt the minutes of the Annual Council meeting held on 8th May 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 24th April 2024. Members of Full Council are asked to receive and adopt the minutes of the (advisory) Leisure and Amenities Committee meeting held on 24th April 2024. Members of Full Council are asked to receive and adopt the minutes of the (advisory) Roads and Pavements Safety Steering Group meeting held on 20th March 2024.	
FC24/137	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 11th June 2024 if you wish to update any item below – for information only. • FC24/117 + FC24/148 – Community Centre at Berryfields. • FC24/117 + FC24/148 – 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 + FC24/153 – Community Use Agreement for the synthetic pitch at Wootton Upper School.	N/A.
FC24/138	Chairman’s report – for information only.	N/A.
FC24/139	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.
FC24/140	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.
FC24/141	To receive a report from the (Executive) Planning Committee – for information only.	Localism Act 2011, Ch 1, s1-8.
FC24/142	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.
FC24/143	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.
FC24/144	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.
FC24/145	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.
FC24/146	To receive a schedule of receipts and payments as previously approved by the Finance and General Purposes Committee – for information only.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2024.

FC24/147	To receive and approve the Income & Expenditure and Earmarked Reserves reports for all cost centres for 2024-25, 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.
FC24/148	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.
FC24/149	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.
FC24/150	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.
FC24/151	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.
FC24/152	To consider a grant request from Wootton Community Centre Charitable Trust (£1,000) 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.
FC24/153	To revisit the Community Use Agreement in relation to the synthetic pitch within the grounds of Wootton Upper School and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/154	To receive, review and adopt a revised Business Plan for the electoral period 2023-2027 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/155	To receive, review and adopt a Procedures and Disaster Recovery Plan and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/156	To receive, review and adopt revised Financial Regulations and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/157	To receive and approve the Internal Audit report for year end 2023/24 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/158	To review the effectiveness of the Internal Audit for year end 2023/24 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/159	To receive and approve the Annual Governance Statement 2023/24 (Section 1 – Annual Return for the year ended 31 st March 2024 – Local Councils, Internal Drainage Boards and other Smaller Authorities) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/160	To receive and approve the Accounting Statements 2023/24 (Section 2 – Annual Return for the year ended 31 st March 2024 – 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.
FC24/161	To consider supporting a campaign promoted by Lord (Don) Foster and Electrical Safety First to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/162	To consider a request from Wootton Baptist Church to use an area of the recreation ground (adjacent to Wootton Baptist Church) to host a Family Fun Afternoon on 29 th June 2024 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/163	To receive, review and adopt a revised Code of Conduct and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/164	To receive, review and adopt a revised CCTV Code of Practice and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/165	To receive a recommendation from the (advisory) Roads and Pavements Safety Steering Group to request Bedford Borough Council finance the addition of yellow lining to the junction of Cause End Road and Lorraine Road (in the vicinity of Tesco) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/166	To receive a recommendation from the (advisory) Roads and Pavements Safety Steering Group to request Bedford Borough Council add yellow lining to the frontage of The Chequers PH (to be financed by Wootton Parish Council) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/167	To receive a recommendation from the (advisory) Roads and Pavements Safety Steering Group NOT to request Bedford Borough Council finance the addition of yellow lining along the road frontage by Lorraine Road Green and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.

FC24/168	To receive a recommendation from the (advisory) Roads and Pavements Safety Steering Group to request Bedford Borough Council introduce 20MPH speed limits along several roads within the village (to be financed by Wootton Parish Council) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/169	To receive a recommendation from the (advisory) Leisure and Amenities Committee NOT to effect any changes to the current published fees for Lorraine Road cemetery, but to review them in 12 months' time and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/170	To receive a recommendation from the (advisory) Leisure and Amenities Committee to receive and accept a Site Inspection Report from Dura-Sport Leisure Care Ltd in relation to the surface of the MUGA (Multi Use Games Area) at Church Road and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/171	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).
FC24/172	To receive a recommendation from the (advisory) Finance and General Purposes Committee to accept the appointment of a new caretaker for the recreation ground, Church Road and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/173	To receive a recommendation from the (advisory) Leisure and Amenities Committee to reconsider a cleaning regime for benches, lecterns and noticeboards (Wootton Parish Council assets only) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/174	To receive a recommendation from the (advisory) Leisure and Amenities Committee to re-appoint Dura-Sport Leisure Care Ltd as providers of a specialist maintenance service to the surface of the MUGA (Multi Use Games Area) at Church Road and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC24/175	To appoint a contractor to construct the proposed brick built village entrance sign on Keeley Lane 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,

5th June 2024.