



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 12th February 2025 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).
FC25/024	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC25/025	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC25/026	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.
FC25/027	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 January 2025.	N/A.
FC25/028	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.
FC25/029	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 Full Council meeting held on 8 th January 2025. Members of Full Council are asked to receive the minutes of the (advisory with the exception of payment authorisation) Finance	Local Government Act 1972, Sch 12, Part VI, p41 (1).

	and General Purposes Committee meeting held on 27th November 2024. Members of Full Council are asked to receive the minutes of the (advisory) Leisure and Amenities Committee meeting held on 27th November 2024. Members of Full Council are asked to receive the minutes of the (advisory) Roads and Pavements Safety Steering Group meeting held on 20th November 2024.	
FC25/030	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 11th February 2025 if you wish to update any item below – for information only. • FC25/019 + FC25/042 – Community Centre at Berryfields. • FC25/019 + FC25/042 – Shared Car Park Agreement between the Berryfields Community Centre and Bedford Borough Council. • FC22/174 – Bedford Borough Council’s Local Plan 2040 Draft Plan. • FC24/197 – National Association of Local Councils application for the Local Council Award Scheme (Quality Gold) accreditation. • FC24/199 – Erection of additional memorial wall at Lorraine Road cemetery. • FC24/201 – Community Use Agreement for the synthetic pitch at Wootton Upper School. • FC24/232 – Electric Vehicle Charging Points. • FC24/234 + FC24/260 – Request from Bizzy Bees that an area of grass land at the Memorial Hall Play Area be placed under the control of the pre-school for exclusive use by their children.	N/A.
FC25/031	Chairman’s report – for information only.	N/A.
FC25/032	To receive, review and adopt a report from the (Advisory with the exception of the authorisation of payments) Finance and General Purposes Committee and to resolve a suitable course of action on any issues or recommendations arising.	Localism Act 2011, Ch 1, s1-8.
FC25/033	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.
FC25/034	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.
FC25/035	To receive a report from the (Executive) Planning Committee – for information only.	Localism Act 2011, Ch 1, s1-8.
FC25/036	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.
FC25/037	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.
FC25/038	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.
FC25/039	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.
FC25/040	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.
FC25/041	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.
FC25/042	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.
FC25/043	To receive, review and adopt the interim Review of the Effectiveness of the System of Internal Control and Risk Assessment Schedule for 2024/25 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/044	To receive, review and adopt a Risk Management and Internal Control Statement and additional submissions as part of the National Association of Local Councils application for the Local Council Awards Scheme (Quality Gold) accreditation and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/045	To consider locations for four Electric Vehicle Charging Points within the Burgoyne Avenue Estate (Fields Road South) as requested by Bedford Borough Council (who have received Community Infrastructure Levy Funding for the same) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/046	To consider the placement of the Parish Council beacon on land owned by Greenbelt Holdings Ltd (in the vicinity of the Harris Way pitches) in celebration of VE Day 80 – 8 th May 2025.	Localism Act 2011, Ch 1, s1-8.
FC25/047	To receive a recommendation from the (advisory with the exception of payments) Finance and General Purposes Committee that Earmarked Reserve Headings for ‘Village Entrance Signs’ and ‘Berryfields Roundabout’ be equally shared between ‘MUGA Replacement Fencing’ and ‘Memorial Hall Upgrade Works’ and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/048	To receive a recommendation from the (advisory) Leisure and Amenities Committee that hash markings be added to the Harris Way bridge access point (adjacent to the Community Centre) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/049	To receive a recommendation from the (advisory) Leisure and Amenities Committee that: • The focus for W10a (area of land adjacent to Policy W3 as detailed within Wootton’s Neighbourhood Development Plan) be meadowland with a tree buffer; • Suggested measures (by The Crown Estate and GS8 – developers of Policy W3) to relocate skylarks currently residing within Policy W3 be accepted, subject to any issues raised by the Borough Council’s Planning Officer; • Members of the Leisure and Amenities Committee await The Crown Estate’s guidance in best effecting the transfer of land areas W10 a/b as referenced within Wootton’s Neighbourhood Development Plan, to the Parish Council; • Members of the Leisure and Amenities Committee await The Crown Estate’s guidance in producing an ecological study in relation to land areas designated W10a/b as referenced within Wootton’s Neighbourhood Development Plan; and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/050	To receive a recommendation from the (advisory) Roads and Pavements Safety Steering Group that Bedford Borough Council be requested to install additional tactile paving at the junction of Lorraine Road and Farrell Road and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.

Sue Edgar Playford

Sue Edgar Playford BA (Hons) PSLCC AICCM, Clerk to the Council and Responsible Financial Officer, 5th February 2025.