



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 14th May 2025 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).
FC25/101	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC25/102	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC25/103	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.
FC25/104	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 2025.	N/A.
FC25/105	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.
FC25/106	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 9 th April 2025. Members of Full Council are asked to receive the minutes of the (advisory with the exception of payment authorisation) Finance and General Purposes Committee meeting held on 26 th March 2025.	Local Government Act 1972, Sch 12, Part VI, p41 (1).

	Members of Full Council are asked to receive the minutes of the (advisory) Leisure and Amenities Committee meeting held on 26 th March 2025.	
FC25/107	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 13th May 2025 if you wish to update any item below – for information only. • FC25/097 + FC25/119 – Community Centre at Berryfields. • FC25/097 + FC25/119 – Shared Car Park Agreement between the Berryfields Community Centre and Bedford Borough Council. • FC22/174 – Bedford Borough Council’s Local Plan 2040 Draft Plan. • FC24/199 + FC25/126 – Erection of additional memorial wall at Lorraine Road cemetery. • FC24/201 – Community Use Agreement for the synthetic pitch at Wootton Upper School.	N/A.
FC25/108	Chairman’s report – for information only.	N/A.
FC25/109	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.
FC25/110	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.
FC25/111	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.
FC25/112	To receive a report from the (Executive) Planning Committee – for information only.	Localism Act 2011, Ch 1, s1-8.
FC25/113	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.
FC25/114	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.
FC25/115	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.
FC25/116	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.
FC25/117	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.
FC25/118	To receive and approve the Income & Expenditure and Earmarked Reserves reports for all cost centres for 2025-26, 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.
FC25/119	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.
FC25/120	To monitor Bedford Borough Council’s delivery of Electric Vehicle Charging Points at sites within the village and two Bus Shelters along Burgoyne Avenue (to include Real Time Passenger Information Units) as part of s106 funding for the Berry Wood Development and to resolve a suitable course of action.	Town & Country Planning Act 1990 & subsequent.

FC25/121	To receive an update from the Clerk in relation to matters arising following the recent Local Council Award Scheme Gold accreditation and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/122	To receive, review and adopt the final and completed Risk Management and Internal Control Statement (including Risk Register and Strategy Document) for 2024/25 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/123	To consider a grant application from Wootton Community Centre in the sum of £1,000 (to aid with the Wootton Food & Music Festival, Harris Way) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/124	To receive the following recommendations from the (advisory) Leisure and Amenities Committee in relation to land to be transferred to the parish council as detailed within Wootton's Neighbourhood Development Plan (Policy W10) and to resolve a suitable course of action: • A sum of £35k be requested as part of the s106 agreement, to enable the Parish Council to upgrade a Right of Way within land referenced as Policy W10a within Wootton's Neighbourhood Development Plan * (as requested by Bedford Borough Council). • The Parish Council would provide a Landscape and Environmental Management Plan (or similar) in relation to the skylark habitat within the same area of land *. • The Parish Council would source a District License in relation to Great Crested Newts, subject to the nature of works proposed within the same area of land *. • The Parish Council would provide a Landscape and Environmental Management Plan (or similar) in relation to tree planting within the same area of land *.	Localism Act 2011, Ch 1, s1-8.
FC25/125	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).
FC25/126	To receive a recommendation from the (advisory) Leisure and Amenities Committee that Terry Ellingham be appointed to construct a new memorial wall within the grounds of Lorraine Road cemetery 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,

7th May 2025.