



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 11th June 2025 at 7pm 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).
FC25/127	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC25/128	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC25/129	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.
FC25/130	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 2025.	N/A.
FC25/131	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.
FC25/132	Minutes of the previous meeting. <i>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 and Full Council meetings held on 14th May 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 30th April 2025.</i>	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 30 th April 2025.	
	Members of Full Council are asked to receive the minutes of the (advisory) Roads and Pavements Safety Steering Group meeting held on 19 th March 2025.	
FC25/133	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 10th June 2025 if you wish to update any item below – for information only. • FC25/119 + FC25/145 – Community Centre at Berryfields. • FC25/119 + FC25/145 – Shared Car Park Agreement between the Berryfields Community Centre and Bedford Borough Council. • FC22/174 – Bedford Borough Council’s Local Plan 2040 Draft Plan. • 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.
FC25/134	Chairman’s report – for information only.	N/A.
FC25/135	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.
FC25/136	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.
FC25/137	To receive, review and adopt a report from the (Advisory) Neighbourhood Development Plan Steering Group and to resolve a suitable course of action on any issues or recommendations arising.	Localism Act 2011, Ch 1, s1-8.
FC25/138	To receive a report from the (Executive) Planning Committee – for information only.	Localism Act 2011, Ch 1, s1-8.
FC25/139	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.
FC25/140	To receive, review and adopt the (Full Council) Project Action Plan for 2025-26, to determine which projects will be taken forward during 2025-26, 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.
FC25/141	To receive, review and adopt all Risk Assessments for 2025-26, including all updates and to resolve a suitable course of action on any issues or recommendations arising.	Localism Act 2011, Ch 1, s1-8.
FC25/142	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.	Smaller Authorities Proper Practices Panel Practitioners’ Guide 2025.
FC25/143	To receive a schedule of receipts and payments as previously approved by the Finance and General Purposes Committee – for information only.	Smaller Authorities Proper Practices Panel Practitioners’ Guide 2025.
FC25/144	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.	Smaller Authorities Proper Practices Panel Practitioners’ Guide 2025.
FC25/145	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.

FC25/146	To monitor Bedford Borough Council's delivery of Electric Vehicle Charging Points at sites along Burgoyne Avenue 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.
FC25/147	To receive, review and approve the Internal Audit report for year end 2024/25 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/148	To review the effectiveness of the Internal Audit for year end 2024/25 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/149	To receive, review and approve the Annual Governance Statement 2024/25 (Section 1 – Annual Return for the year ended 31 st March 2025 – Local Councils, Internal Drainage Boards and other Smaller Authorities) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/150	To receive, review and approve the Accounting Statements 2024/25 (Section 2 – Annual Return for the year ended 31 st March 2025 – 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.
FC25/151	To receive, review and approve revised Standing Orders and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/152	To consider a request from Blakeney Homes Ltd that Wootton Parish Council take on the management of open space (consisting of areas of grassland/wildflower, plus attenuation area and hedgerow, shrub and trees) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/153	To consider a response to Bedford Borough Council in relation to the provision of a Commuted Maintenance Sum linked to the transfer of land parcel W10a (as referenced in Wootton's Neighbourhood Development Plan) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/154	To receive a recommendation from the (advisory) Roads and Pavements Safety Steering Group to consult with Bedford Borough Council on a resident proposal to extend the yellow lining on Cause End Road to incorporate the frontage outside Tesco and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/155	To receive the following recommendations from the (advisory) Roads and Pavements Safety Steering Group to consult with Bedford Borough Council on the following and to resolve a suitable course of action: • To investigate the possibility of re-siting the Bedford Road Speed Indicator Device (currently near the Memorial Hall). • To investigate upgrading the same device to contain the same level of information provided by the device on Ridge Road. • To investigate re-purposing the device on Cranfield Road (now switched off).	Localism Act 2011, Ch 1, s1-8.
FC25/156	To receive a recommendation from the (advisory) Leisure and Amenities Committee that documentation received from Greenbelt Group Ltd in relation to the installation, maintenance and use of the Parish Council-owned beacon on land adjacent to the Community Centre be completed and signed without amendment and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/157	To receive a recommendation from the (advisory) Leisure and Amenities Committee that tree works recommended following an inspection of all areas undertaken by FA Bartlett Tree Experts Ltd be undertaken as follows (following a summary of costings) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/158	To receive a recommendation from the (advisory) Leisure and Amenities Committee that kerbing on a memorial in situ at Lorraine Road cemetery be removed as it contravenes cemetery regulations and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/159	To receive a recommendation from the (advisory) Leisure and Amenities Committee that Wootton Baptist Church be permitted to use an area of the recreation ground (adjacent to Wootton Baptist Church) to host a Family Fun Afternoon on Saturday 21 st June 2025 (subject to receiving valid Public Liability Insurance details) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/160	To receive a recommendation from the (advisory) Leisure and Amenities Committee that 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 be accepted without amendment 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,

4th June 2025.