



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 10th December 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).
FC25/297	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC25/298	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC25/299	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.
FC25/300	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).
FC25/301	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 November 2025.	N/A.
FC25/302	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.
FC25/303	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 meetings held on 12 th November 2025.	Local Government Act 1972, Sch 12, Part VI, p41 (1).

	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 29 th October 2025.	
	Members of Full Council are asked to receive the minutes of the (advisory) Leisure and Amenities Committee meeting held on 29 th October 2025.	
FC25/304	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 9th December 2025 if you wish to update any item below – for information only. • FC25/287 + FC25/317 – Community Centre at Berryfields. • FC25/287 + FC25/317 – Shared Car Park Agreement between the Berryfields Community Centre and Bedford Borough Council. • FC22/174 – Bedford Borough Council’s Local Plan 2040 Draft Plan. • FC25/235 – Community Use Agreement for the synthetic pitch at Wootton Upper School.	N/A.
FC25/305	Chairman’s report – for information only.	N/A.
FC25/306	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.
FC25/307	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.
FC25/308	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.
FC25/309	To receive a report from the (Executive) Planning Committee – for information only.	Localism Act 2011, Ch 1, s1-8.
FC25/310	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.
FC25/311	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.
FC25/312	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.
FC25/313	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.
FC25/314	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.
FC25/315	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. To follow when statements have been received and reconciled.	Smaller Authorities Proper Practices Panel Practitioners’ Guide 2025.
FC25/316	To receive a report from various councillors and the Memorial Hall Committee with regard to the Memorial Hall and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.

FC25/317	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.
FC25/318	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.
FC25/319	To monitor Bedford Borough Council's delivery of Sports Provisions as part of the s106 funding for the Keeley Lane Development, Erection of 20 dwellings with garages and associated works (23/01846/MAF) and to resolve a suitable course of action.	Town & Country Planning Act 1990 & subsequent.
FC25/320	To monitor the roll out of the Terrorism (Protection of Premises) Act 2025 (Martyn's Law) which received Royal Assent in April 2025 and is now subject to an implementation period between 2025-Spring 2027) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/321	To prepare and agree the budget (financial requirements including annual expenditure, capital and revenue projects) for 2026-27, ahead of agreeing/finalising the precept demand in January 2026 and to resolve a suitable course of action.	Local Government Finance Act 1992, s41. Financial Regulations.
FC25/322	To renew the appointment of GKP Chartered Accountants as internal auditors for Wootton Parish Council for the financial year 2025/26 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/323	To receive, review and adopt the interim Risk Management and Internal Control Statement (including Risk Register and Strategy Document) for 2025/26 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/324	To receive a recommendation from the (advisory with the exception of the authorisation of payments) Finance and General Purposes Committee that Bedfordshire Pension Fund's Funding Strategy Statement (Employer Consultation) be noted without further response and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/325	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 received and accepted without further comment and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/326	To receive a recommendation from the (advisory) Leisure and Amenities Committee that the Memorial Hall Play Area wooden agility trail be replaced in full and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC25/327	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).
FC25/328	To receive, review and adopt grass cutting tender documentation prior to advertisement of the same 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,

28th November 2025.