



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 11th February 2026 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).
FC26/028	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC26/029	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC26/030	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.
FC26/031	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).
FC26/032	Report from outside organisations – for information only. - To receive a report from Borough Councillor Wheeler, to include all outstanding issues. Borough Councillor Abood does not make any submission. - To receive crime figures for January 2026.	N/A.
FC26/033	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.
FC26/034	Minutes of the previous meeting.	Local Government Act 1972,

	<i>Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/.</i> Members of Full Council are asked to receive and adopt the minutes of the Full Council meetings held on 14th January 2026. 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 26th November 2025. Members of Full Council are asked to receive the minutes of the (advisory) Leisure and Amenities Committee meeting held on 26th November 2025.	Sch 12, Part VI, p41 (1).
FC26/035	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 10th February 2026 if you wish to update any item below – for information only. • FC26/021 + FC26/047 – Joint Use 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.
FC26/036	Chairman’s report – for information only.	N/A.
FC26/037	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.
FC26/038	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.
FC26/039	To review anticipated changes to the National Planning Policy Framework, to consider the appointment of a contractor to aid with Wootton’s Neighbourhood Development Plan review and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/040	To receive a report from the (Executive) Planning Committee – for information only.	Localism Act 2011, Ch 1, s1-8.
FC26/041	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.
FC26/042	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.
FC26/043	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.
FC26/044	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.
FC26/045	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.
FC26/046	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.

FC26/047	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.
FC26/048	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.
FC26/049	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.
FC26/050	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.
FC26/051	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.
FC26/052	To consider the need for Councillor training on acceptable standards of behaviour on public office, conduct of public meetings and self-awareness following the adoption of the Local Government Association's Model Councillor Code of Conduct in June 2024 (reviewed annually) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/053	To consider the adoption of a Social Media Policy and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/054	To consider a donation to Wootton Community Centre/Wootton Charitable Trust in relation to the August 2026 Food Fest and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/055	To consider a grant request from Holywell School, Cranfield (£750) to assist with the creation of a permanent, inclusive sensory integration space to support pupils with SEND, anxiety, neurodiversity and sensory processing differences and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/056	To consider a councillor itinerary for the Fun Fest (Saturday 26 th June 2026) and ideas/suggestions relating to community engagement at the event and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/057	To receive a report from the Clerk and Cllr Lloyd detailing changes to the Annual Governance and Accountability Return (Addition of Assertion 10 to clarify data compliance previously covered under Assertion 3), the resultant impact and IT requirements, plus other suggested works to ensure compliance (including the adoption of reviewed/amended policies) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/058	To receive Data Protection training from Cllr Lloyd and Breakthrough Communications and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/059	To receive a recommendation from the (advisory) Leisure and Amenities Committee that a report be submitted to The Crown Estate to aid with the legal transfer of land parcel W10b (as referenced within Wootton's Neighbourhood Development Plan) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/060	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).
FC26/061	To consider the appointment of Hyas Associates Ltd in relation to the review of Wootton's Neighbourhood Development Plan 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 February 2026.