



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 11th March 2026 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).
FC26/062	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC26/063	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC26/064	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.
FC26/065	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 February 2026.	N/A.
FC26/066	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.
FC26/067	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 11 th February 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 28 th January 2026.	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 28 th January 2026.	
	Members of Full Council are asked to receive the minutes of the (advisory) Roads and Pavements Safety Steering Group meeting held on 12 th November 2025.	
FC26/068	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 10th March 2026 if you wish to update any item below – for information only. - 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.
FC26/069	To receive the Chairman’s report (including works to kit out the Changing Rooms) and to resolve a suitable course of action.	N/A.
FC26/070	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.
FC26/071	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.
FC26/072	To receive a report from the (Executive) Planning Committee – for information only.	Localism Act 2011, Ch 1, s1-8.
FC26/073	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.
FC26/074	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.
FC26/075	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.
FC26/076	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.
FC26/077	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.
FC26/078	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.
FC26/079	To receive a report from various councillors and the Memorial Hall Committee with regard to the Memorial Hall to include the first tranche of works to remedy/relocate the disabled toilet and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/080	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.
FC26/081	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.

FC26/082	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.
FC26/083	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.
FC26/084	To receive the latest draft notes from the Covanta (now Encyclis) Liaison Panel and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/085	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.
FC26/086	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 in relation to website accessibility, resultant 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.
FC26/087	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 in relation to IT requirements, resultant 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.
FC26/088	To determine next steps in relation to the review of Wootton's Neighbourhood Development Plan, to include: - Acceptance of a proposal from Hyas Associates Ltd to programme and commence a baseline review of the Neighbourhood Development Plan (including engagement strategy/potential governance review). - Re-convening meetings of the Neighbourhood Development Plan Steering Group, including recruitment of non-councillor members in line).	Localism Act 2011, Ch 1, s1-8.
FC26/089	To consider a response to Bedford Borough Council in relation to the effectiveness of average speed cameras in Wootton and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/090	To receive a recommendation from the (advisory) Leisure and Amenities Committee that a first draft licence agreement between the Parish Council and users of the remodelled Changing Rooms (storage and kitchen areas) be approved without further amendment and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/091	To receive a recommendation from the (advisory) Leisure and Amenities Committee that a first draft lease agreement between the Parish Council and Memorial Hall Trustees be approved without further amendment and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/092	To receive a recommendation from the (advisory) Leisure and Amenities Committee that a first draft agreement for hire, required between the Memorial Hall Trustees and users of the Memorial Hall be approved without further amendment and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/093	To receive a recommendation from the (advisory) Leisure and Amenities Committee to receive and accept a Site Inspection Report from Dura-Sport Leisure Care Ltd without further comment and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/094	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).
FC26/095	To receive and review completed tender application(s) in relation to the Grass Cutting (Amenities and Highway) Contract and appoint a contractor for the period 1 st April 2026 – 31 st March 2029.	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, 4th March 2026.