



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Full Council meeting on Wednesday 10th June 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).
FC26/144	Apologies for absence.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
FC26/145	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
FC26/146	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.
FC26/147	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 May 2026.	N/A.
FC26/148	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.
FC26/149	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 and Full Council meetings held on 8th April 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 29th April 2026.</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 29 th April 2026.	
	Members of Full Council are asked to receive the minutes of the (advisory) Roads and Pavements Safety Steering Group meeting held on 11 th May 2026.	
FC26/150	Matters arising from the minutes – for information only. Please inform the Clerk to the Council by Tuesday 12th May 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.
FC26/151	Chairman’s report – for information only.	N/A.
FC26/152	To receive, review and adopt the (Full Council) Project Action Plan for 2026-27, to determine which projects will be taken forward during 2026-27, 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.
FC26/153	To receive, review and adopt all Risk Assessments for 2026-27, including all updates and to resolve a suitable course of action on any issues or recommendations arising.	Localism Act 2011, Ch 1, s1-8.
FC26/154	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 2026/27.
FC26/155	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 2026/27.
FC26/156	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 2026/27.
FC26/157	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.
FC26/158	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.
FC26/159	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.
FC26/160	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.
FC26/161	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.
FC26/162	To receive draft year-end accounts (28th February 2026) for Wootton Village Hall – for information only.	Localism Act 2011, Ch 1, s1-8.
FC26/163	To review the insurance renewal provision from Hiscox Insurance Company Ltd and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/164	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.

FC26/165	To receive, review and adopt the final and completed 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.
FC26/166	To receive, review and approve the Internal Audit report for year end 2025/26 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/167	To review the effectiveness of the Internal Audit for year end 2025/26 and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/168	To receive, review and approve the Annual Governance Statement 2025/26 (Section 1 – Annual Return for the year ended 31 st March 2026 – Local Councils, Internal Drainage Boards and other Smaller Authorities) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/169	To receive, review and approve the Accounting Statements 2025/26 (Section 2 – Annual Return for the year ended 31 st March 2026 – 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.
FC26/170	To receive and approve the reviewed Service Level Agreement between Wootton Parish Council and D2D Distribution Ltd (covering the distribution of Wootton’s Newsletter) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/171	To receive and approve the reviewed Service Level Agreement between Wootton Parish Council and XL Press (covering the graphic design and printing of Wootton’s Newsletter) and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/172	To receive a recommendation from the (advisory) Leisure and Amenities Committee that an exhumation fee of £250 for both coffin and ashes interments at Lorraine Road Cemetery be introduced to cover all administrative/attendance costings and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/173	To receive a recommendation from the (advisory) Leisure and Amenities Committee that a Multi-Use Games Area (MUGA) Site Inspection Report for the facility at Church Road be received and accepted and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/174	To receive a recommendation from the (advisory) Roads and Pavements Safety Steering Group that Wootton Parish Council contribute 50% of Bedford Borough Council’s costings (totalling £2,021.15) to provide a dropped kerb and area of hardstanding to the War Memorial and to resolve a suitable course of action.	Localism Act 2011, Ch 1, s1-8.
FC26/175	To receive a recommendation from the (advisory) Roads and Pavements Safety Steering Group that Wootton Parish Council request the extension of existing yellow lining on the north side of Potters Cross near the junction with Bedford Road (costings to be borne by Wootton Parish Council) 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,

3rd June 2026.