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Minutes of the Meeting of the **Leisure & Amenities Committee meeting** held on Wednesday 30th March 2016 at 7.30pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum		No members of the public or press were present and so the meeting continued without adjournment.		Public Bodies (Admissions to Meetings) Act 1960 s1(1).	
Present		Cllrs Bygraves (in the chair), P. Bennett, Chalmers, Doggrell, Lloyd, Wallace and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)		None.			
Agenda no	Agenda item title		Resolution	Action	Power
LA16/10	Apologies for absence. Cllrs C. Bennett, Groves and Hall.		Resolved to accept.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
LA16/11	Disclosure of local and/or disclosable pecuniary interests. None.		N/A.	N/A.	Localism Act 2011, Ch 7, s31.
LA16/12	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None.		N/A.	N/A.	Localism Act 2011, Ch 7, s33.
LA16/13	Report from outside organisations – for information only. To include a report from Cllr Bygraves on the Recreation Ground committee.		A quotation had been received for internal works to the changing rooms. Cllr Bygraves confirmed he was seeking confirmation all	Clerk and Cllr Bygraves to take forward.	N/A.

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		football teams were in agreement with the proposal and the Clerk confirmed she would seek two additional quotations before bringing it back to this committee for recommendation to Full Council.		
LA16/14	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
LA16/15	Minutes of the previous meeting. Members of the Leisure & Amenities Committee were asked to receive and adopt the minutes of the Leisure & Amenities Committee meeting held on the 24 th February 2016.	Resolved to receive and adopt. Proposed: - Cllr P. Bennett. Seconded: - Cllr Wallace. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
LA16/16	Matters arising from the minutes to include Issues log review – for information only. - n/a – s106 monies allocation – Cllrs Lloyd and Wallace to work on a document detailing criteria for allocation. Resolved 28th October 2015 (LA15/65) to leave this on file for a further six months. - LA14/34 + FC15/158 – RoSPA reports for all play equipment and areas. Resolved at Full Council 14th October 2015 (FC15/192) to take no further action regarding the MUGA (Multi Use Games Area) or skate park and to leave the findings on file and monitor. Still awaiting a response from Miracle Design and Play Ltd. Clerk continues to chase. - LA14/84 – Opening party for the community centre. A budget of £1,500 was agreed at full council (FC15/14). This should now be considered in line with a proposed community cohesion report. - LA15/17 & LA15/37 & LA15/44 – Possible works to Jubilee Gardens at the recreation ground. Resolved 24th June 2015 (LA15/44) to leave the works until autumn. Cllr Lloyd is drafting a planter report which will include this area – please refer to agenda item LA16/19). - LA15/56 – Installation of CCTV cameras at the Memorial Hall. Resolved 28th October 2015 (LA15/56) that Cllr Groves obtain all necessary specifications and quotations.	No further comments received.	Clerk to keep on file.	N/A.

LA16/17	To receive and verify the Income & Expenditure report for all Leisure & Amenities cost centres for 2015-16, to date.	No further comments received (advisory committee only).	Clerk to keep on file.	Governance and Accountability for Local Councils (Practitioners' Guide (England) 2014).
LA16/18	To receive a report from the Clerk following vandalism to the MUGA (Multi Use Games Area) fencing and to resolve a course of action, making recommendation to Full Council as necessary.	Resolved to undertake remedial works without making an insurance claim and to make the same recommendation to Full Council. Proposed: Cllr P. Bennett. Seconded: Cllr Wallace. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA16/19	To receive a report from the Clerk with regard to a proposed 'Wootton in Bloom' project and to resolve a course of action, making recommendation to Full Council as necessary.	Resolved the Clerk obtain quotations to plant in the following areas (including maintenance) and bring back to this committee for recommendation to Full Council: • Christmas tree site (junction of Bedford/Cause End Road) – container of sorts; • Fields Road entrance (the other side of the road from the proposed new village sign) – container of sorts; • Ridge Road/Bedford Road entrance (in front of the village sign) – planting into the soil; • The old pound area (opposite the Cock Inn PH) – container of sorts/planting into the soil; Proposed: Cllr Doggrell. Seconded: Cllr P. Bennett. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

LA16/20	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).	No members of the public or press were present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).
LA16/21	To receive a report from Cllr Bygraves regarding the management and running of the community centre currently being developed at Berryfields and on the basis of the report and subsequent discussions, make recommendation to Full Council as necessary.	Cllr Bygraves opened discussions stating Wootton Parish Council was under pressure from Mi-Space to select internal fixtures and colour schemes. It was noted Mi-Space could delay a final decision until 24th April 2016 after which they would make the selection themselves if necessary. Richard Colson (Director, CC Town Planning) had been appointed to oversee the build and the specifications had been sent to the parish council. Cllr Wallace stated Persimmon believed the parish council to be the management entity for the community centre, however Cllr Bygraves raised concerns that, until formally approved, decisions could be contrary to mistake or identity. He felt the parish council was in a strong position to delay and continue to chase Persimmon/Richard Colson for formal approval (correspondence from April 2014 stating the parish council's terms and conditions remained unanswered). He did agree however, with recommendations made at the back of the report regarding sole trustee/charity status.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

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		Cllr Wallace detailed how Gt. Denham Parish Council were only provided with their management entity formal documentation in December 2015 – they had completed most of the groundwork before that stage and he believed Wootton Parish Council should do the same (including the creation of a constitution and business plan). Cllr Lloyd raised concerns over the day to day running of the centre, reiterating the need to determine the minimum amount the parish council would accept from Persimmon, to enable that. He added the parish council should charge consultant fees in the meantime or leave Mi-Space to make the internal specification decisions themselves. Cllr Wheeler suggested pressure on Persimmon to prevent the centre being mothballed – a concern Cllr Wallace had raised. After further discussion it was resolved the Clerk write to Richard Colson/ Persimmon/Bedford Borough Council and Mi-Space, stating committee members frustration that in principle they wish to recommend to Full Council it be appointed the management entity but their hands are tied		
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		until they have received formal acceptance of the parish council's terms and conditions. Proposed: Cllr Wallace. Seconded: Cllr Lloyd. Resolved by all present.		
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Meeting closed at 8.35pm.