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Minutes of the Meeting of the **Leisure & Amenities Committee meeting** held on Wednesday 29th June 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), Doggrell, Hall, Lloyd, Wallace and Wheeler. Cllr Wheeler is also the Borough Councillor for Wootton. Cllr Quirk was in attendance. In Attendance: Sue Playford (Clerk).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
LA16/51	Apologies for absence. Cllrs Bennett, Chalmers and Groves.	Resolved to accept.	N/A.	Local Government Act 1972, s85 (1) & Sch 12, Part VI, p40.
LA16/52	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
LA16/53	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.
LA16/54	Report from outside organisations – for information only. To include a report from Cllr Bygraves on the Recreation Ground	Cllr Bygraves confirmed he had spoken to Wootton Village FC –	N/A.	N/A.

DRAFT Leisure & Amenities Committee Minutes 29th June 2016

Chairman.....

Page | 1

Date 26th October 2016

	committee.	the alteration works to the changing rooms would take place after the Fun Fest (9 th July 2016).		
LA16/55	List of correspondence received (copies of correspondence can be requested from the Clerk). None.	N/A.	N/A.	N/A.
LA16/56	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 25 th May 2016.	Resolved to receive and adopt. Proposed: - Cllr Wallace. Seconded: - Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
LA16/57	Matters arising from the minutes to include Issues log review – for information only. - LA16/45 - s106 monies allocation. Resolved to leave on file and review in six months' time. - 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 + LA16/19 – Possible works to Jubilee Gardens at the recreation ground. Works will be included as part of the Wootton in Bloom project, but not within Phase 1. - 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. - LA16/19 – Wootton in Bloom project. Resolved 30th March 2016 (LA16/19) that the Clerk obtain quotations for the following areas: - 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.	No further comments received.	Clerk to keep on file.	N/A.

DRAFT Leisure & Amenities Committee Minutes 29th June 2016

Chairman.....

Page | 2

Date 26th October 2016

	- LA16/47 – Memorial Hall play area. Resolved 25th May 2016 (LA16/47) the Memorial Hall play area be put forward to Fields In Trust (National Playing Fields Association) for inclusion as recreational space in perpetuity, in honour of the WW1 centenary. - LA16/50 – Works to changing rooms/toilet block. Resolved to appoint M Flynn Builder to undertake the works.			
LA16/58	To receive and verify the Income & Expenditure report for all Leisure & Amenities cost centres for 2016-17, to date.	Received and verified without amendment.	Clerk to keep on file.	Governance and Accountability for Smaller Authorities in England 2016.
LA16/59	To receive and approve amendments to the Allotments Agreement (due for renewal September 2016) and to make recommendation to Full Council as necessary.	Resolved to receive and approve without further amendment. Proposed: Cllr Doggrell. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA16/60	To receive Play Area Safety Inspection Reports from Playsafety Ltd (RoSPA), to resolve a suitable course of action with regard to remedial works and to make recommendation to Full Council as necessary.	Resolved to take no further action with regard to low risk items (with the exception of bolt and gate issues) and to contact the relevant play equipment providers for all other risk items. Proposed: Cllr Lloyd. Seconded: Cllr Hall. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA16/61	To consider a further approach to the village hall committee for assistance with closing the village hall car park entrance gates after a late-night event and to make recommendation to Full Council as necessary.	Resolved to write (via Cllr Wallace) to the village hall committee and request assistance in closing the gates <u>ONLY</u> after a late night event and when no cars with passengers remained/empty cars remained. It was also resolved to remind the caretaker she had the option to telephone Cllr Lloyd in the event cars with passengers were in the	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

		car park when she intended to close the gates (he would visit the site and request they leave). Proposed: Cllr Lloyd. Seconded: Cllr Hall. Resolved by all present.		
LA16/62	To consider the re-erection or removal of a post within the enclosed children's play area (now located on the car park next to the bottle bank) which previously informed users of WPC's ownership and to make recommendation to Full Council as necessary.	Resolved that the pole be placed in the skip being used during the changing room works (Clerk to liaise with Mark Flynn). Further resolved that the sign be fixed to existing railings with a robust fixing (a cable tie was considered too flimsy). Proposed: Cllr Lloyd. Seconded: Cllr Doggrell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA16/63	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.	Localism Act 2011, Ch 1, s1-8.
LA16/64	To receive a report from Cllrs Bygraves and Wallace regarding the management and running of the community centre currently being developed at Berryfields and to resolve a suitable course of action.	The Clerk had received no further updates from Persimmon Homes, Richard Colson (CCTown Planning) nor Bedford Borough Council regarding issues raised during a site meeting with Colin Smart (Kyle Smart Associates). Whilst the kitchen size remained as per original plans, it featured considerably less units and work spaces. It was hoped Persimmon would fund additional fixtures, fittings and equipment. Cllr Wallace stated Persimmon would confirm the centre met	Clerk to take forward.	Town & Country Planning Act 1990, s106.

DRAFT Leisure & Amenities Committee Minutes 29th June 2016

Chairman.....

Page | 4

Date 26th October 2016

		with building regulations following concerns raised over ventilation. Original plans detailed air vents in the roof but the build did not – the only means of ventilation was via windows and doors. The Clerk confirmed Colin Smart’s concerns over noise pollution which could result in the centre being closed. The Clerk also stated that whilst Colin’s report was in draft form, Persimmon had yet to confirm they would meet his costs. Cllr Lloyd queried whether the football pitches would be part of the community centre – Jim Caffrey (Principal Planner, Bedford Borough Council) had previously confirmed that would be the case. In light of the lack of response to date, it was agreed the committee could make no recommendation to Full Council.		
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Meeting closed at 8.05pm.