



WOOTTON PARISH COUNCIL



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Minutes of the **Leisure and Amenities Committee** meeting held on
Wednesday 27th November 2024 at 7.30pm at Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

Open Forum	There were no members of the public or press present and so the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllrs Lloyd (in the chair in the absence of Cllr Bygraves), Hensher, Swain and Wallace. In attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	Cllr Tyerman.			
Agenda no	Agenda item title	Resolution	Action	Power
LA24/111	Apologies for absence. Cllrs Bygraves, Kay and Lincoln.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
LA24/112	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
LA24/113	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None received.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.
LA24/114	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
LA24/115	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only.	N/A.	N/A.	N/A.

	None.			
LA24/116	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/.</i> Members of the Leisure and Amenities Committee are asked to receive and adopt the minutes of the Leisure & Amenities Committee meeting held on 30 th October 2024.	Resolved to receive and adopt. Proposed: Cllr Wallace. Seconded: Cllr Hensher. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
LA24/117	Matters arising from the minutes – for information only. - LA24/085 – RoSPA inspections of all play equipment. Remedial works as agreed at a meeting of this Committee on 28th August 2024 are ongoing. - LA24/087 – Topple Testing undertaken at both closed churchyards and Lorraine Road cemetery. The Clerk is in the process of publicising all findings. - LA24/088 – Placement of beacon on land maintained by Greenbelt Management Ltd (far side of the Harris Way pitches). Cllr Bygraves was asked to take this forward with Greenbelt Management Ltd (who have agreed in principle with the proposal) as a licence agreement will be necessary.	No further comments received.	Clerk to take forward.	N/A.
LA24/118	To receive the Income & Expenditure report for all Leisure and Amenities Committee cost centres and Earmarked Reserves report for all cost centres for 2024-25, to consider any budget heading virements – for information only.	No further comments received.	Clerk to keep on file.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2024.
LA24/119	To consider next steps in relation to land to be transferred to the parish council as detailed within Wootton’s Neighbourhood Development Plan (Policy W10) and to make recommendation to Full Council as necessary.	The Clerk confirmed Cllr Wallace’s report (detailing management plans for the land identified as W10a within Wootton’s Neighbourhood Development Plan) had been forwarded to both The Crown Estate and GS8 (developer of Land between Potters Cross and Woburn Road – Policy W3). The Clerk had since provided a letter of intent to GS8 (for Bedford Borough Council’s Planning Officer),	Cllr Wallace and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		confirming the parish council's wish to receive and manage that parcel of land. The Clerk then detailed a conversation with GS8, at which it was noted five pairs of nesting skylarks had been found within the land for development (Policy W3). It was likely Cllr Wallace's report would require modifications to accommodate the nesting birds. Cllr Wallace noted Bedford Borough Council would possibly need the report to be modified (the inclusion of more meadowland was an option) and Cllr Lloyd suggested a buffer of trees on the far edges, to maximise separation between parishes. It was noted The Crown Estate were employing an environmentalist who would work on this area and assist the Parish council with a nature strategy. After discussion, the following recommendations were made: • Any report modifications would require Full Council approval; • The Clerk arrange a meeting with Bedford Borough Council to discuss a business model in relation to the land transfer.		
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		Resolved to accept the above and make the same recommendations to Full Council. Proposed: Cllr Wallace. Seconded: Cllr Swain. Resolved by all present.		
LA24/120	To consider this committee's budget requirements (including annual expenditure, capital and revenue projects) for 2025-26, ahead of Full Council's agreement/finalisation of the precept demand in January 2025 and to resolve a suitable course of action.	No further budget requirements were identified.	Clerk to take forward.	Local Government Finance Act 1992, s41. Financial Regulations.
LA24/121	To consider emergency vehicle signage at the bottom of Harris Way (bridged access point to the sports pitches and play area) and to make recommendation to Full Council as necessary. Now the builder's compound has been cleared members are asked to consider what steps if any, should be taken next.	After discussion, it was agreed that yellow hash markings were required in the area, to keep it free for emergency service vehicles (costs to be met by either Bedford Borough Council or Persimmon Homes Ltd). Cllr Lloyd agreed to provide the necessary graphics. Resolved to accept the above and make the same recommendation to Full Council. Proposed: Cllr Lloyd. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA24/122	To receive an update from Cllr Bygraves in relation to a potential volunteer scheme to remedy maintenance issues between plots not accessible with a lawn mower at Lorraine Road cemetery and to make recommendation to Full Council as necessary.	In the absence of Cllr Bygraves, it was agreed to hold this agenda item over to the next meeting of this committee.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA24/123	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).	There were no members of the public or press present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).
LA24/124	To receive a report from the Clerk in relation to the purchase of cemetery mapping software and to make recommendation to Full Council as necessary.	After discussion it was agreed the Clerk would:	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		• Establish what software systems were in operation at cemeteries within Bedford; • Establish what guarantees/future proofing arrangements were in place in relation to the quotations already received, before bringing this agenda item back to a future meeting of this committee. No recommendation to Full Council was required at this stage.		
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Meeting closed at 8.03pm.