



WOOTTON PARISH COUNCIL



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Minutes of the **Leisure and Amenities Committee** meeting held on
Wednesday 29th January 2025 at 7.55pm 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 Bygraves (in the chair), Hensher, Kay, Lincoln, Lloyd, Randell and Swain. In attendance: Cllrs O'Dell and Wheeler. Cllr Wheeler is also Borough Councillor for Wootton and Kempston Rural. 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
LA25/001	Apologies for absence. Cllr Wallace.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
LA25/002	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
LA25/003	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.
LA25/004	To appoint Cllr Randell as a member of the Leisure and Amenities Committee.	Resolved to appoint Cllr Randell as a member of the Leisure and Amenities	Clerk to take forward.	Standing Orders.

		committee. Proposed: Cllr Lincoln. Seconded: Cllr Bygraves. Resolved by all present.		
LA25/005	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
LA25/006	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.	N/A.	N/A.
LA25/007	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 27 th November 2024.	Resolved to receive and adopt. Proposed: Cllr Swain. Seconded: Cllr Lloyd. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
LA25/008	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 all complete save for Miracle Design and Play Ltd's equipment – they have ongoing issues trying to source replacement parts. - 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.	LA24/088 – Cllr Bygraves confirmed he was awaiting a response from Greenbelt Management Ltd in relation to the licence agreement.	Clerk to keep on file.	N/A.
LA24/009	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.
LA25/010	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 circulated reports from Cllrs Lloyd and Wallace ahead of this meeting.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		After discussion it was agreed the focus for W10a (area of land adjacent to Policy W3 as detailed within Wootton's Neighbourhood Development Plan) should be meadowland with a tree buffer, as detailed within Cllr Lloyd's report. Members also agreed to: • Accept the skylark mitigation in relation to Policy W3, subject to any issues raised by Bedford Borough Council's Planning Officer; • Await The Crown Estate's guidance in relation to best effecting the land transfer to the Parish Council; • Await The Crown Estate's guidance in relation to the ecological study (to be undertaken by them) in relation to both W10a and W10b (area of land south of Keeley Lane, east of Hall End Road and west of Lorraine Road). Resolved to note the above and to make the same recommendations to Full Council. Proposed: Cllr Lincoln. Seconded: Cllr Lloyd. Resolved by all present.		
LA25/011	To receive an update from Cllr Bygraves in relation to a potential volunteer scheme to remedy maintenance issues between plots not	Cllr Bygraves confirmed Wootton Upper School was seeking to use students	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

	accessible with a lawn mower at Lorraine Road cemetery and to make recommendation to Full Council as necessary.	participating in the Duke of Edinburgh's Award programme and requested the Clerk leave this as a rolling agenda item until further information was known.		
LA25/012	To receive a report from the Clerk in relation to the upcoming termination of the paddock lease agreement and to make recommendation to Full Council as necessary.	After discussion it was agreed to establish how many were on the allotments waiting list before determining how best to use the paddock now it had been vacated.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA25/013	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).
LA25/014	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.	The Clerk had omitted to send a report with this agenda so after discussion it was agreed to bring this agenda item back to the next meeting of this committee and canvas other local burial authorities as to their cemeteries record-keeping in the meantime.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA25/015	To consider a request from Persimmon Homes Ltd that the parish council take on maintenance responsibility for grassed areas and trees (not including the drainage ditch and associated hedgerow/trees) within the Summerfield Drive estate and to make recommendation to Full Council as necessary.	The Clerk had omitted to send a report with this agenda so after discussion it was agreed to bring this agenda item back to the next meeting of this committee.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 8.13pm.