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Minutes of the **Leisure and Amenities Committee** meeting held on
Wednesday 30th July 2025 at 7.20pm at Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

Agenda no	Agenda item title	Resolution	Action	Power
Open Forum	There were 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 Lloyd (in the chair in the absence of Cllr Bygraves), Hensher, Randell and Swain. In attendance: Cllr O'Dell. In attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
LA25/089	Apologies for absence. Cllrs Bygraves, Lincoln and Wallace.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
LA25/090	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
LA25/091	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.

LA25/092	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
LA25/093	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.	N/A.	N/A.
LA25/094	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 25 th June 2025.	Resolved to receive and adopt. Proposed: Cllr Hensher. Seconded: Cllr Randell. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
LA25/095	Matters arising from the minutes – for information only. - LA24/085 + LA25/099 – 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. The replacement parts have been sourced and are on order. Refer to agenda item LA25/099. - LA24/087 – Topple Testing undertaken at both closed churchyards and Lorraine Road cemetery. All letters are now in situ on headstones/memorials and the findings are being monitored by the Clerk. - LA25/068 – Placement of beacon on land maintained by Greenbelt Management Ltd (far side of the Harris Way pitches). The licence agreement has been agreed and signed between the Parish Council and Greenbelt Management Ltd and the Clerk has forwarded that document, plus contractor insurance details to Greenbelt Management Ltd. Final confirmation has been requested prior to installation. Update re Harry.	No further comments received.	Clerk to keep on file.	N/A.
LA25/096	To receive the Income & Expenditure report for all Leisure and Amenities Committee cost centres and Earmarked Reserves report for all cost centres for 2025-26, to consider any budget heading virements – for information only.	No further comments received.	Clerk to keep on file.	Smaller Authorities Proper Practices Panel Practitioners' Guide 2025.
LA25/097	To consider next steps in relation to land to be transferred to the parish council as detailed within Wootton's Neighbourhood	The Clerk confirmed Planning Application (Policy W3 within Wootton's Neighbourhood	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

	Development Plan (Policy W10) and to make recommendation to Full Council as necessary.	Development Plan) was still subject to delay in determination by Bedford Borough Council's Planning Committee. The Clerk further confirmed they had still not received a response from Mayor Wootton in relation to those delays. The Clerk also confirmed they had requested a private valuation of both land parcels and was awaiting that information.		
LA25/098	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.	No further update received.	N/A.	Localism Act 2011, Ch 1, s1-8.
LA25/099	To receive, review, approve and consider a course of action in relation to all RoSPA inspection reports (covering all Parish Council-owned play equipment/areas and Keeley End Pond) and to make recommendation to Full Council as necessary.	After discussion it was resolved to delegate all courses of action to the Clerk and to make the same recommendation to Full Council. Proposed: Cllr Randell. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA25/100	To receive and accept a Site Inspection Report from Dura-Sport Leisure Care Ltd in relation to the surface of the MUGA (Multi Use Games Area) at Church Road and to make recommendation to Full Council as necessary.	Resolved to receive and accept the site inspection report without further comment and to make the same recommendation to Full Council. Proposed: Cllr Hensher. Seconded: Cllr Randell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

LA25/101	To consider remedial works to prevent vehicular access to Church Road via the widened footpath to the side of the village hall and to make recommendation to Full Council as necessary.	Resolved to accept Cllr Lloyd's recommendation that two corner protection hoop barriers be added to both ingress/egress pedestrian points at the front and side of the village hall and to make the same recommendation to Full Council. Cllr Lloyd agreed to provide updated graphics ahead of the next Full Council meeting on 13 th August 2025. Proposed: Cllr Swain. Seconded: Cllr Hensher. Resolved by all present.	Cllr Lloyd and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA25/102	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 press or public present.	N/A.	Public Bodies (Admissions to Meetings) Act 1960, s1(2).
LA25/103	To consider the re-appointment of Dura-Sport (Leisure Care) Ltd as providers of a specialist maintenance service to the surface of the MUGA (Multi Use Games Area) at Church Road and to make recommendation to Full Council as necessary.	Resolved to re-appoint Dura-Sport (Leisure Care) Ltd to undertake six annual maintenance checks to the MUGA surface. Further resolved the Clerk create a new earmarked reserve to budget for the surface's future replacement – moving £10k immediately from General Reserves and to make the same recommendations to Full Council. Proposed: Cllr Randell. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA25/104	To receive a report from Cllr Lloyd in relation to the newly built Memorial Walls at Lorraine Road Cemetery, to consider the addition of	Resolved to build one further memorial wall (Cllr Lloyd agreed to provide location	Cllr Lloyd and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

	an additional Memorial Wall and to make recommendation to Full Council as necessary.	details ahead of the next Full Council meeting on 13 th August 2025) at a cost of £7,456 and to approve landscaping works at a cost of £600 and to make the same recommendations to Full Council. Proposed: Cllr Lloyd. Seconded: Cllr Hensher. Resolved by all present.		
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Meeting closed at 7.42pm.