



WOOTTON PARISH COUNCIL



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Minutes of the **Leisure and Amenities Committee** meeting held on
Wednesday 24th September 2025 at 7.17pm 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 present and so the meeting continued without adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllr Bygraves (in the chair), Hensher, Lloyd, 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
LA25/116	Apologies for absence. Cllrs 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.
LA25/117	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
LA25/118	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.

Leisure and Amenities Committee Minutes 24th September 2025

Page | 1

Chairman.....

Date 29th October 2025

Signed at Full Council.....

LA25/119	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
LA25/120	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.	N/A.	N/A.
LA25/121	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 August 2025.	Resolved to receive and adopt. Proposed: Cllr Lloyd. Seconded: Cllr Swain. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
LA25/122	Matters arising from the minutes – for information only. - LA25/099 – RoSPA inspections of all play equipment. Some remedial works have been completed by Miracle Design and Play Ltd, however further issues raised during the remedial repairs are currently being addressed – both sites. Caloo Ltd are due to complete remedial works at the Jubilee Garden Play Area this week. The handyman is currently completing minor remedial works. - 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 beacon has now been installed, and the Clerk has given an information lectern order to Graffit Ltd.	No further comments received.	Clerk to keep on file.	N/A.
LA25/123	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.
LA25/124	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.	Cllr Bygraves agreed to source a further chartered surveyor in relation to the land valuation, as no further progress had	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

		been made with the initial contact. A viability review was expected to be undertaken by GS8 in late September, enabling the planning application (Policy W3) to be determined by Bedford Borough Council's Planning Committee in November 2025.		
LA25/125	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.	Mark Lehain, Executive Headteacher, Wootton Academy Trust confirmed he would contact Cllr Bygraves next month (October) in order to arrange an initial meeting.	Cllr Bygraves to take forward.	Localism Act 2011, Ch 1, s1-8.
LA25/126	To consider the drafting of a lease agreement between the Parish Council and users of the remodelled Changing Rooms (storage and kitchen areas) and to resolve a suitable course of action.	Cllr Lloyd had a number of additional bullet points for potential inclusion in the draft lease which he agreed to circulate to all, ahead of a scheduled meeting with DLS Law on 8th October 2025, and ahead of the next meeting of this committee.	Cllr Lloyd and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA25/127	To consider a course of action with regard to recovering costs to replace a dog mess bin damaged by a resident in the vicinity of the village hall and to make recommendation to Full Council as necessary.	After discussion it was resolved to instruct the Parish Council insurers to recover costings for the replacement plaza-style litter bin from the resident and to make 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.
LA25/128	To consider a course of action with regard to unauthorised use of the Multi Use Games Area (MUGA) at Church Road by two separate	After discussion it was agreed Cllr Bygraves would approach	?? to take forward.	Localism Act 2011, Ch 1, s1-8.

Chairman.....

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	football training organisations and to resolve a suitable course of action.	both organisations to make them aware the facility should be booked via the Clerk before use.		
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Meeting closed at 7.34pm.