



WOOTTON PARISH COUNCIL



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Minutes of the **Leisure and Amenities Committee** meeting held on
Wednesday 29th October 2025 at 7.30pm at Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

Agenda no	Agenda item title	Resolution	Action	Power
Open Forum	Cllr O'Dell (not a member of this Committee) expressed his disappointment that planting (planters and entrance signs) had not fared well during the hot dry summer. He suggested hardier planting for summer 2026. The Clerk agreed to bring the issue of planters/planting to the next meeting of this Committee but did confirm the soil levels would be increased ahead of winter 2025 planting (winter pansies and trailing ivy). There were no members of the public or press present and so the meeting continued without further adjournment.			Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Cllr Lloyd (in the chair, in the absence of Cllr Bygraves), Hensher, Lincoln, Randell and Wallace. 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 Swain.			
Agenda no	Agenda item title	Resolution	Action	Power
LA25/129	Apologies for absence. Cllr Bygraves.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
LA25/130	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.

LA25/131	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.
LA25/132	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
LA25/133	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.	N/A.	N/A.
LA25/134	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 24 th September 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).
LA25/135	Matters arising from the minutes – for information only. - LA25/099 – RoSPA inspections of all play equipment. The majority of remedial works have been completed, and the Clerk is overseeing those that remain outstanding. - 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.
LA25/136	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.
LA25/137	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 Lloyd confirmed a document had been lodged with Bedford Borough Council's Planning Department, confirming the Parish Council	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

		had requested Rights Of Way upgrade works (required as part of the planning application linked to Policy W10) be undertaken by the developer, given they had their own upgrade works to undertake simultaneously. Land valuation figures (if required) had been received from Cooper Beard Estate Agents.		
LA25/138	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, no further update was available.	N/A.	Localism Act 2011, Ch 1, s1-8.
LA25/139	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 circulated a revised/updated list of bullet points for inclusion in the lease agreement. After detailed discussion it was agreed they would be shared with DLS Law for inclusion. DLS Law would be asked to confirm: • Implementation of a Security Deposit/Bond in relation to the kitchen/toilet lessee. • A suitable peppercorn rent for all lessees. Lindum Peterborough would be asked to confirm: • Fire extinguisher requirements. • Emergency lighting/other electrical checks.	Cllr Lloyd and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Chairman.....

Date 26th November 2025

Signed at Full Council.....

		The Parish Council would continue to insure the building as a whole – lessees would be required to ensure their own contents/equipment.		
LA25/140	To consider next steps in relation to the Memorial Hall upgrade and to make recommendation to Full Council as necessary.	The Clerk confirmed she was still investigating possible funding sources for the refurbishment works. Cllr Randell confirmed no funding was available to finance a replacement boiler, however he would continue to source replacement quotations – after which this Committee would determine whether to effect a replacement.	Cllr Randell and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA25/141	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. Resolved: Cllr Wallace. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA25/142	To consider a request a bench sited on Lorraine Road Green be moved to a new location and to make recommendation to Full Council as necessary.	The Clerk confirmed the resident had rescinded their request for the bench to be re-sited.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 8.11pm.