



WOOTTON PARISH COUNCIL



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Minutes of the **Leisure and Amenities Committee** meeting held on
Wednesday 25th February 2026 at 7.30pm at Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

Agenda no	Agenda item title	Resolution	Action	Power
Open Forum	There was one member of the public present who wished to discuss and observe discussions relating to agenda item LA26/021. 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 and Wallace. In attendance: Cllrs O'Dell, Stainthorpe and Ward. 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
LA26/013	Apologies for absence. Cllrs Lincoln, Lloyd, Randell and Swain.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
LA26/014	Disclosure of local and/or disclosable pecuniary interests. During discussions in relation to agenda item FC26/021, Cllr Wallace declared a local interest (Director of The Forest of Marston Vale Trust).	Noted for the minutes.	Clerk to keep on file.	Localism Act 2011, Ch 7, s31.
LA26/015	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	N/A.	N/A.	Localism Act 2011, Ch 7, s33.

	None received.			
LA26/016	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
LA26/017	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.	N/A.	N/A.
LA26/018	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 28 th January 2026.	Resolved to receive and adopt. Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
LA26/019	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 – Tumble 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.	No further comments received.	Clerk to keep on file.	N/A.
LA26/020	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.
LA26/021	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.	After detailed discussion and in the absence of Cllr Lloyd, it was agreed to request Cllr Lloyd further break down his report (relating to the transfer of land parcel W10b as referenced in Wootton's Neighbourhood Development Plan), to better detail and understand how each element could be achieved.	Cllr Lloyd and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Further clarification was also sought in relation to financing all elements and which professional bodies had been consulted to date. It was noted both The Crown Estate and Forest of Marston Vale had personnel who could assist the parish council with the transfer process. It was further agreed the Clerk would arrange a Teams Meeting (open to all parish councillors) with representatives of The Crown Estate to ensure the parish council's outline ideas accorded with theirs. Clarification over ambiguous boundaries in some areas would also be sought. Cllr Lloyd was thanked in his absence for his works to date. Resolved to accept the above. Proposed: Cllr Wallace. Seconded: Cllr Hensher. Resolved by all present.		
LA26/022	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.	Cllr Bygraves to take forward.	Localism Act 2011, Ch 1, s1-8.
LA26/023	To review a first draft licence agreement between the Parish Council and users of the remodelled Changing Rooms (storage and kitchen areas) and to resolve a suitable course of action.	Resolved to approve the draft licence agreement without further amendment and to make the same recommendation to Full Council.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.		
LA26/024	To review a first draft lease agreement between the Parish Council and Memorial Hall Trustees and to make recommendation to Full Council as necessary.	Resolved to approve the draft lease agreement without further amendment and to make the same recommendation to Full Council. Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA26/025	To review a first draft agreement for hire, required between the Memorial Hall Trustees and users of the Memorial Hall and to make recommendation to Full Council as necessary.	Resolved to approve the draft agreement for hire without further amendment and to make the same recommendation to Full Council. Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA26/026	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. Proposed: Cllr Hensher. Seconded: Cllr Bygraves. Resolved by all present.	Clerk to keep on file.	Localism Act 2011, Ch 1, s1-8.
LA26/027	To consider any update received in relation to village planters and entrance sign planting and to make recommendation to Full Council as necessary.	The Clerk confirmed she was still awaiting an updated quotation.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed at 8.10pm.