



WOOTTON PARISH COUNCIL



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Minutes of the **Leisure and Amenities Committee** meeting held on
Wednesday 29th April 2026 at 7.50pm 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 Wallace. In attendance: Cllrs O'Dell, Ward and Wheeler. Cllr Wheeler is also Borough Councillor for Wootton and Kempston Rural.			
Absent (no apologies received)	None.			
Agenda no	Agenda item title	Resolution	Action	Power
LA26/041	Apologies for absence. Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer) was not in attendance.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40.
LA26/042	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
LA26/043	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.
LA26/044	Report from outside organisations – for information only.	N/A.	N/A.	N/A.

	None.			
LA26/045	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.	N/A.	N/A.
LA26/046	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 March 2026.	Resolved to receive and adopt. Proposed: Cllr Randell. Seconded: Cllr Wallace. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12, Part VI, p41 (1).
LA26/047	Matters arising from the minutes – for information only. - LA25/099 – RoSPA inspections of all play equipment. The majority of remedial works were completed, and the Clerk was overseeing those that remained outstanding. - LA24/087 – Topple Testing undertaken at both closed churchyards and Lorraine Road cemetery. All letters were now in situ on headstones/memorials, and the findings monitored by the Clerk.	No further comments received.	Clerk to keep on file.	N/A.
LA26/048	To receive the Income & Expenditure report for all Leisure and Amenities Committee cost centres and Earmarked Reserves report for all cost centres for 2026-27, to consider any budget heading virements – for information only.	No reports would be available until the year-end accounts for 2025/26 were closed.	N/A.	Smaller Authorities Proper Practices Panel Practitioners' Guide 2025.
LA26/049	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 it was agreed all present would forward suggested changes/corrections to Cllr Lloyd's draft recommendations, to the Clerk to the Council ahead of the next meeting of this committee. The Clerk to the Council was instructed in her absence to determine the written instruction in relation to transfer of the land parcel referenced as W10b within	Members and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

		Wootton's Neighbourhood Development Plan, into the ownership/management of the Parish Council.		
LA26/050	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 Clerk's absence, Cllr Bygraves confirmed he and the Clerk had met earlier in the day with Mark Lehain (Executive Headteacher) and Carrie McMorn (Head Teacher). It was likely the school would be able to provide a number of pupils volunteers to weed between plots at both Lorraine Road Cemetery and St. Mary's Churchyards. Fuller details would be provided in the coming weeks; however it was thought three times a year would be optimal – once in spring, summer (weather depending) and autumn.	Cllr Bygraves and the Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA26/051	To receive a report from Cllr O'Dell in relation to works carried out to the rear of 40 Tithe Barn Road (within the grounds of the recreation ground) and to make recommendation to Full Council as necessary.	Resolved the Clerk to the Council write to all homeowners with a gate leading into the recreation ground, detailing access to that area was not permitted (requesting untidy areas be cleared as necessary) and to make the same recommendation to Full Council. Proposed: Cllr Bygraves. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

LA26/052	To review the latest draft licence agreement between the Parish Council and user of the changing rooms kitchen area (as yet unappointed) and to resolve a suitable course of action.	Resolved the latest draft licence agreement required no further additions/amendments. Further resolved to include an article in June's Wootton newsletter calling for parties interested in running the tuck-style kitchen area to contact the Clerk to the Council. Proposed: Cllr Randell. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA26/053	To review the latest draft licence agreement between the Parish Council and Wootton Blue Cross (user of one remodelled changing rooms storage area) and to resolve a suitable course of action.	Resolved the latest draft licence agreement required no further additions/amendments and to forward the same to Wootton Blue Cross. Proposed: Cllr Randell. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA26/054	To review the latest draft licence agreement between the Parish Council and Wootton Country Players (user of one remodelled changing rooms storage area) and to resolve a suitable course of action.	Resolved the latest draft licence agreement required no further additions/amendments and to forward the same to Wootton Country Players. Proposed: Cllr Randell. Seconded: Cllr Hensher. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.
LA26/055	To review the latest draft lease agreement between the Parish Council and Memorial Hall Trustees and to make recommendation to Full Council as necessary.	Resolved the latest draft lease agreement required no further additions/amendments 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.

LA26/056	To review the latest 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 the latest draft agreement for hire required no further additions/amendments 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.
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Meeting closed at 8.33pm.