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Minutes of the Wootton Play Equipment Working Group meeting held on Wednesday 5th October 2016 at 7.50pm in The Hub, Wootton New Life Methodist Church, Cause End Road.

Present	Emma Brett (EB), Gerald Bygraves (GB – Parish Councillor), Hailey Clare (HC), Joanne Cookham (JC), Amy Francis (AM – arrived 7.40pm), Stacey Gittens (SG), Gareth Lloyd (GL – Parish Councillor, Rachel Moss (RM), Neera Regmi (NR – Parish Councillor), Dominic Stanton (DS), John Wheeler (JW – Parish Councillor and also Borough Councillor), Luke Williams (LW). Sue Playford (SP) as Clerk to the Council. Please note the following cannot commit to regular attendance at these meetings but are part of the committee and will be included in email correspondence: Mark Atkins (MA), Vicky Atkins (VA), Michael Mulqueen (MM), Abby Rose (AR), Luke Williams (LW) and Miriam Williams (MW).		
Absent (no apologies received)	Carly Smart (CS).		
Agenda no	Agenda item title	Resolution	Action
WPE16/12	Apologies for absence. Bob Hensher (BH – Parish Councillor).	Resolved to accept.	SP to keep on file.
WPE16/13	Disclosure of local and/or disclosable pecuniary interests.	None.	N/A.
WPE16/14	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	None.	N/A.
WPE16/15	To appoint new members to the Wootton Play Equipment Working Group.	Resolved to appoint Gina Westerink (GW) as a member of the Wootton Play Equipment Working Group. Proposed: SG. Seconded: EB.	SP to keep on file.

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		Resolved by all present.	
WPE16/16	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website:</i> http://woottonpc.bedsparishes.gov.uk/. Members of the Wootton Play Equipment Working Group are asked to receive and adopt the minutes of the Wootton Play Equipment Working Group meeting held on 7th September 2016.	Minutes were received and adopted. Proposed: JW. Seconded: EB. Resolved by all present.	SP to keep on file.
WPE16/17	Matters arising from the minutes – for information only. - WPE16/09 – Play areas within Fields Road North/Fields Road South (FRN/FRS). JW to establish whether plans for proposed play areas at both sites might be available to this committee, and whether this committee could make recommendations on those areas. He himself, will be consulted on sites within FRS. - WPE16/09 – Developer Contributions for play areas. JW to establish if developer contributions might be transferrable to the recreation ground. - WPE16/11 – Lines of potential funding. JW established Bedford Borough Council's (BBC) Rural Grants Scheme was no longer in existence. JW was advised to contact Sports England and establish which developer contribution pots from the Bellway development (Sherwood Close off Fields Road) might be available to use as part of this project.	JW confirmed he would be consulted on all future play areas within FRS and that this committee could provide input on those play areas via him. He added the new areas would have to cater by law for ages 0-5 years and said plans would not be available before Easter 2017. Members were asked to ensure suggestions for the play areas were known by that time. It was noted as too late to provide input for play areas proposed for Berryfields and Little Wootton.	All to take forward.
WPE16/18	To receive an update on the use of the Jubilee Garden area at the recreation ground and to make recommendation to Full Council as necessary.	SP had made a request to the 55 Club via Betty Brittain that the hedgerows be cut back and the area tidied (by a Wootton Parish Council contractor). No response had been received to date. SP was asked if adjacent homeowners would need to be consulted on proposed works – if that area was taking sensory equipment only aimed at 0-5 year olds then a newsletter consultation would be sufficient (as opposed to a leaflet drop/open day/evening) as noise	SP to take forward.

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		levels would be minimal.	
WPE16/19	To review and discuss design ideas and possible equipment (both attached and brought separately to this meeting) and to make recommendation to Full Council as necessary. To include (in addition): • Determining area(s) for potential use; • Fencing and pathways – in general and in relation to design ideas; • Surfacing options – for all areas including existing areas/equipment; • Outdoor gym facilities – including potential locations; • Practicalities in removing items of existing play equipment and which items to consider, if appropriate; • Members should note all ideas identified for recommendation to Full Council will require prioritisation.	JC reported several members had met to look at ideas for the recreation ground as a whole. Discussions centred around the jubilee gardens (phase 1) with GB giving detailed information on the current football pitch configuration. It was noted the 5 a side pitch (closest to the jubilee gardens was regularly used by 60-70 children) and that spectators used the area in front of the footpath. It was also noted the proposed football pitches within Berryfields were at least two years away from completion so further phases involving football pitch area(s) would have to wait until then. In light of that, it was asked whether it was possible to remove the hedgerow, open up the gardens and re-position the fencing nearer the footpath – SP agreed to take that request to the 55 club (and then Full Council in November for formal approval). A consultation could then be carried out in the Wootton newsletter. It was agreed a phased approach was needed to allow for budget control/fundraising and completion of project(s). The suggestion was for play equipment within the jubilee gardens (0-5 years), teen swings near the kick wall and adult/teen outdoor gym equipment near the youth shelters. Removal of any existing play equipment would significantly reduce the budget. The call for a coffee shop was questioned and it was acknowledged it had been included as part of the request to look at the recreation ground as a whole. Thoughts	SP to take forward.

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		were it could close off the area, reducing visibility within the play area(s). Ideas in place included play equipment within the jubilee garden area, with teen swings by the kick wall and adult/teen gym equipment near the youth shelters. Other suggestions including the resurfacing of the existing play area were discussed but a phased approach was considered the best way forward. New play equipment aimed at 0-5 years would take that footfall away from the existing area which would in turn, possibly stop the area being as muddy. After further discussion it was agreed to move ahead with phase 1 only at this stage (as a possible two year project), by which time football pitches would be available within Berryfields, freeing up more space at the recreation ground. A more ambitious phase 2 project could then be considered. SP agreed to report back as soon as she heard from Betty Brittain. It was agreed to cancel the WPEWG's meeting on 2nd November as there would be nothing to report on. Proposed: SG. Seconded: LW. Resolved by all present.	
WPE16/20	To consider the practicalities in adding a two way access system (separate in/out entrance/exit) via Church Road and coffee shop/similar and to make recommendation to Full Council as necessary.	It was reiterated the call for a coffee shop had been included as part of the request to look at the recreation ground as a whole. Resolved to leave the proposal on file and review in two years' time. Proposed: JW.	SP to keep on file.

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		Seconded: GB. Resolved by all present.	
WPE16/21	To receive a report from JW regarding funding possibilities for potential ideas identified and to make recommendation to Full Council as necessary.	JW detailed two tranches of developer contribution funding totalling c£40k which could be used for offsite sports and play area provision and also provision of sports pitches and structured play areas. The spend timetable was 2022 and Bedford Borough Council had confirmed both tranches could be used for phase 1 as detailed above. SP agreed to get Full Council approval in November. The Forest of Marston Vale could only grant a maximum of £8k and tended to contribute significantly less than that sum. Their next funding deadline was February 2017. He was still waiting to hear from Sports England. It was thought Veolia/Biffa could be approached too. SG had a list of potential funding companies which she agreed to send to SP. GB offered to assist with any applications at the appropriate time. Proposed: NR. Seconded: EB. Resolved by all present.	JW, GB, SG and SP to take forward.

Meeting closed at 9.05pm.

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