



WOOTTON PARISH COUNCIL



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Minutes of the Wootton Play Equipment Working Group meeting held on Wednesday 1st March 2017 at 7.40pm in The Hub, Wootton New Life Methodist Church, Cause End Road.

Present	Gareth Lloyd (GL – Parish Councillor and Chairman), Emma Brett (EB), Gerald Bygraves (GB – Parish Councillor), Joanne Cookham (JC), Stacey Gittens (SG), Neera Regmi (NR – Parish Councillor) and John Wheeler (JW – Parish Councillor and also Borough Councillor). 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), Amy Francis (AF), Michael Mulqueen (MM), Abby Rose (AR), Luke Williams (LW) and Miriam Williams (MW). In attendance: Sue Playford (SP) as Clerk to the Council.		
Absent (no apologies received)	Hailey Clare (HC), Carly Smart (CS),		
Agenda no	Agenda item title	Resolution	Action
WPE17/08	Apologies for absence. Bob Hensher (BH – Parish Councillor), Rachel Moss (RM) and Gina Westerink (GW).	Resolved to accept.	SP to keep on file.
WPE17/09	Disclosure of local and/or disclosable pecuniary interests. JW declared a local interest in agenda item WPE17/13 – his involvement with the Forest of Marston Vale Community Fund.	None.	N/A.
WPE17/10	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	None.	N/A.
WPE17/11	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website:</i>	Minutes were received and adopted. Proposed: JW.	SP to keep on file.

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	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 1 st February 2017.	Seconded: EB. Resolved by all present.	
WPE17/12	Matters arising from the minutes – for information only. - WPE16/09 – Play areas within Fields Road North/Fields Road South (FRN/FRS). JW confirmed 5th October 2016 it was too late to consider input regarding play areas within FRN (Berryfields) and Little Wootton (Hall End). He would be consulted on all future play areas within FRS – this committee could make recommendation in that respect via himself. (Plans not available until Easter 2017). - WPE16/09 + WPE16/21 – Developer Contributions for play areas. JW confirmed 5th October 2016 (WPE16/21) two tranches totalling £40k could be used for offsite sports and play area provision, plus provision of sports pitches and structured play areas. Spend timetable was 2022 and Bedford Borough Council (BBC) had confirmed both could be used for phase 1 (resolved by Wootton Parish Council (WPC) 9th November 2016 (FC16/274)). - WPE16/11 + WPE16/21 + WPE17/07 – Additional lines of potential funding. JW was waiting to hear from Sports England and it was noted The Forest of Marston Vale could grant a maximum of £8k (next funding deadline September 2017). Also noted that Veolia/Biffa might be able to assist. BRCC grants available to November 2018 – application process can take eight months to complete – minimum payout is £20k (has to be 50% match funded). JW to establish whether s106 or grant monies could be used as match funding. Please refer to agenda item WPE17/14. - WPE16/18 + WPE17/06 – Use of Jubilee Garden area. Resolved 8th February 2017 (FC17/51) to appoint Neil Gates to undertake works to clear the area – works expected to be completed by 28th February 2017. - WPE16/19 + WPE17/06 – Design ideas and equipment. A list of generic equipment was agreed 1st February 2017 (WPE17/06) and SP is in the process of emailing all relevant contractors using the specifications/timescales laid down within WPE17/06.	SG asked JW if it were still possible to have input regarding the new play areas within FRS. He confirmed he would be consulted once plans were available (now expected to be post-Easter due to delays). Request was made that the area be fenced in and have suitable flooring – JW added all play equipment would be standard, due to costs. S106 developer contributions were not specific in terms of what could be spent on each element (flooring, fencing, equipment, etc.). JW confirmed he would email all for comments/input at the earliest opportunity.	All to take forward.

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	- WPE16/20 – Two way access system/coffee shop/similar for the recreation ground. Resolved 5th October 2016 (WPE16/20) to leave the proposal on file and review in two years. - WPE17/06 – Consultation. June-October will see the creation of an online consultation and links on the parish council's website and Facebook page. Other Facebook pages will be included and a stall will be held to promote the proposal at the July Fun Fest. A playground design in paper and electronic form will be available in September 2017.		
WPE17/13	To create a sub-committee to investigate all funding possibilities and to make recommendation to Full Council as necessary. To include: A funding application to The Forest of Marston Vale; Feasibility of a funding application to Sports England; Feasibility of a funding application to Veolia/Biffa; Any other organisations though worthy of approach for funding.	GL detailed what would be required of the sub-committee – to investigate all possible funding avenues, including those listed and others online, establish timescales and complete application forms. It was noted SP would officially sign off forms as needed and the following members were appointed: GB (he would oversee the process); JC, AF and NR. SG stated she would help with form applications if available and JW stated he would help with research. He agreed to enquire whether s106 developer contributions could be used for match funding purposes. SP agreed to minute the sub-committee was open to members unable to attend this meeting also – anyone wishing to join should email her. A group email address would be formed and SP asked to be copied in on all correspondence. Resolved to appoint members as above. Proposed: NR. Seconded: JW. Resolved by all present.	All to take forward.
WPE17/14	To create a sub-committee to meet with potential play equipment providers/contractors, to discuss a timetable for site visits and to make recommendation to Full Council as necessary.	SP noted that BH had expressed a wish to join this sub-committee. Resolved that EB, SG, BH and AF be appointed.	All to take forward.

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		Preferred days to meet with potential contractors were Monday and Thursday (EB and SG confirmed they were available over the next 8 weeks – other members agreed to let SP know). When availability was known SP would then make the initial contact with potential contractors. GL gave details on two flooring surfaces – plastic mulch and wet pour. Wet pour needed a deeper base, which would most likely make it more expensive than plastic mulch – both came with a five year warranty. Proposed: EB. Seconded: NR. Resolved by all present.	
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Meeting closed at 8.20pm.