



WOOTTON PARISH COUNCIL



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Minutes of the Wootton Play Equipment Working Group meeting held on Wednesday 2nd August 2017 at 7.40pm in The Hub, Wootton New Life Methodist Church, Cause End Road.

Present	Gareth Lloyd (GL – Parish Councillor and Chairman), Joanne Cookham (JC), Stacey Gittens (SG), Bob Hensher (BH – Parish Councillor) and John Wheeler (JW – Parish Councillor and also Borough Councillor). In attendance – Sue Playford (SP – Clerk to Wootton Parish 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), Amy Francis (AF), Michael Mulqueen (MM), Abby Rose (AR), Luke Williams (LW) and Miriam Williams (MW).		
Absent (no apologies received)	Emma Brett (EB), Hailey Clare (FC) and Gina Westerink (GW).		
Agenda no	Agenda item title	Resolution	Action
WPE17/34	Apologies for absence. Gerald Bygraves (GB – Parish Councillor) and Neera Regmi (NR – Parish Councillor).	Noted for the minutes.	SP to keep on file.
WPE17/35	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.
WPE17/36	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	None.	N/A.
WPE17/37	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website:</i> http://woottonpc.bedsparishes.gov.uk/ .	Minutes were received and adopted. Proposed: SG. Seconded: JC.	SP to keep on file.

Wootton Play Equipment Working Group minutes 2nd August 2017

Chairman.....

Date.....

	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 5 th July 2017.	Resolved by all present.	
WPE17/38	Matters arising from the minutes – for information only. - WPE17/12 – This committee can have input regarding proposed play areas within the Fields Road South development, when plans are received by JW. - 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))*. - WPE17/32 + WPE17/40 – Funding. The following members are investigating funding opportunities: GB, JC and NR. SG and JW can offer limited support – SP to sign off as necessary. WPC has agreed to earmark a sum of £25k from s106 developer contributions for match funding (FC17/161). Please refer to agenda item WPE17/40. - WPE17/06 – Use of Jubilee Garden area. Works to clear the area have been completed and the area was recently rotivated. Worboys to continue to maintain the area until development can commence. - WPE17/31 + WPE17/39 – Design ideas and equipment. A list of generic equipment was agreed 1st February 2017 (WPE17/06) and relevant contractors have been asked to submit quotations based on specifications/timescales laid down within WPE17/06. Caloo and Proludic were the two favoured designs as agreed 7th June 2017 (WPE17/20). Both have been asked to quote again with various amendments and details were available to view at the Fun Fest (8th July 2017), ahead of a formal consultation. Please refer to agenda item WPE17/39. - 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 + WPE17/41 – Consultation. June-October will see the	*BH queried what offsite sports and play area provision covered. It was confirmed that tranche would initially be available to the upper school unless an alternative were sourced.	All to take forward.

Wootton Play Equipment Working Group minutes 2nd August 2017

Chairman.....

Date.....

	creation of an online consultation and links on the parish council's website and Facebook page - other Facebook pages will be included. Potential designs were on display at the Fun Fest and a playground design in paper and electronic form will be available in September 2017. Please refer to agenda item WPE17/41.		
WPE17/39	To receive a report from the working group following further discussions with Caloo and Proludic (including site/equipment/layout options) and to make recommendation to Full Council as necessary.	SG reported the mowing strip would allow for a buffer area between the residential garden and proposed play area. Caloo had quoted for fencing close to the neighbouring fencing, however Proludic had included the strip as they were concerned tree roots in the area would cause difficulties installing the fencing close to the neighbouring fencing. Proludic were also concerned the roots could weaken the fencing. SG added Proludic had been pro-active during this process, highlighting issues as they arose. It was noted the neighbouring fencing was 6 feet tall, whereas proposed new fencing would be 4 feet tall. It was undecided whether to allow a potential buffer area and if yes, what to do with it – plant wild flowers, concrete it over or another alternative. The issue would be revisited in the future. Copies of detailed spreadsheets put together by Dominic Stanton were circulated and SG provided detailed information on both. It was noted it could be possible to use equipment from both providers, especially if funding was limited and the spreadsheets would help identify and prioritise that equipment. It was noted Proludic had quoted for groundwork and landscaping – that information, along with the spreadsheets themselves would be useful during the funding application process(es).	All to take forward.

Wootton Play Equipment Working Group minutes 2nd August 2017

Chairman.....

Date.....

WPE17/40	To receive a report from the funding sub-committee who are investigating funding possibilities and to make recommendation to Full Council as necessary.	Firstly – it was noted the funding sub-committee needed more volunteers. Both GB and NR would be available to assist, but not until September due to other commitments. SP suggested GL make a request at Full Council (9th August 2017). It was stressed however, that GB had undertaken previous funding applications with Veolia (hoped to be the primary funding source) and his input was valuable – hence the need to wait for his availability. SP agreed to speak with him after the next Full Council meeting (August). JW mentioned the possibility of funding from Bedford Borough Council’s Rural Grants scheme – BH agreed to investigate. SP agreed to establish with Bedford Borough Council (7th August) whether they could be used as the 3rd party contributor. JW then detailed a further sum of s106 developer contribution monies which (with Full Council agreement) could also be used towards this project - £15k. SP agreed to include an agenda item for September’s Full Council meeting. SG also suggested investigating Sport England in more detail. It was agreed to display the design posters at the Neighbourhood Plan launch (8th/9th September) and use publicity and feedback from that to help with the Veolia funding process. SG had prepared some answers ahead of this meeting and agreed to do what she could before emailing her findings to all committee members for their input. SP would do a final check before sign off.	All to take forward.
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Wootton Play Equipment Working Group minutes 2nd August 2017

Chairman.....

Date.....

WPE17/41	To discuss the ongoing consultation process and to make recommendation to Full Council as necessary.	The Facebook page “likes” would provide limited proof that residents were in agreement with the proposal and so it was agreed to also undertake a Facebook poll – yes/no answers only. The September edition of the Wootton Newsletter would carry the proposal and draft design scheme(s) also. SG agreed to speak to Autism Bedfordshire to get their opinion and potential input with regard to the proposal. All these actions would help to provide proof of consultation and public input/feedback – needed also for the funding process(es).	All to take forward.
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Meeting closed at 8.55pm.

Wootton Play Equipment Working Group minutes 2nd August 2017

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