



WOOTTON PARISH COUNCIL



3 Longden Close
Haynes
Bedfordshire
MK45 3PJ

Tel: 07531 930788

E-mail: woottonparishclerk@gmail.com
Website: woottonpc.bedsparishes.gov.uk



Minutes of the Wootton Play Equipment Working Group meeting held on Wednesday 6th September 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 (EM), Gerald Bygraves (GB – Parish Councillor), Stacey Gittens (SG), Bob Hensher (BH – Parish Councillor), Neera Regmi (NR – 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)	Gina Westerink (GW).		
Agenda no	Agenda item title	Resolution	Action
WPE17/42	Apologies for absence. None.	N/A.	N/A.
WPE17/43	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.
WPE17/44	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	None.	N/A.
WPE17/45	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	Minutes were received and adopted. Proposed: GB. Seconded: EB. Resolved by all present.	SP to keep on file.

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	and adopt the minutes of the Wootton Play Equipment Working Group meeting held on 2 nd August 2017.		
WPE17/46	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)). • WPE17/40 + WPE17/48 – 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) and SP is establishing whether BBC can be used as a third party contributor. Please refer to agenda item WPE17/48. • 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. • WPE17/39 + WPE17/47 – 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 WPE17/47. • 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. • WPE17/41 + WPE17/49 – Consultation. June-October will see the	SG confirmed Autism Bedford would publicise the project but SG had not seen evidence to date – she would chase.	All to take forward.

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	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 WPE17/49.		
WPE17/47	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 had spoken to both Proludic and Caloo – who had enquired about potential timescales/timelines. SG asked if there was value in asking Proludic to attend a meeting before any funding was submitted, however it was agreed the funding needed to be in place before the tender could be completed and any selection process undertaken. Proludic had mentioned they could assist with the funding process, however this would only be after their appointment. SG agreed to update both companies on the current situation. SG then mentioned the possibility of having a surface (wet pour) for under 1's to crawl on – in place of grass. After discussion it was agreed to consider this when the tender was produced. BH mentioned the need for quotations to resurface the existing play area (see under WPE17/48 also) and SP agreed to pass on her contact for Redlynch Leisure (who were installing/repairing footpaths at other sites within the recreation ground and St. Mary's church yard).	BH, SG and SP to take forward.
WPE17/48	To receive a report from the funding sub-committee who are investigating funding possibilities and to make recommendation to Full Council as necessary.	SG had completed an expression of interest application for Veolia which had been examined by GB and SP, and was ready for submission. GB agreed to take that forward. It was understood a response could follow within 10 days of submitting the stage one application. If invited to submit stage two, the	GB, SG, BH, SP and JW to take forward.

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		deadline to learn if the application was successful would be 6th March 2018. As Veolia was the largest potential pot of money (maximum £75k) it was agreed to wait and learn the outcome of this application before considering smaller ones such as the Gale Trust and Access Improvement (Bedford Borough Council). If Veolia (stage one) was successful, stage two would require submission by early January 2018 – GB and SP would work on that with input from SG, who had already made progress with stage two. It was noted SG would be away for a month, beginning 24th October 2017. The following potential sums were noted: • Veolia £75k; • Bedford Borough Council, S106 Developer Contributions £25k; • Bedford Borough Council, S106 Developer Contributions (additional potential funding) £14.5k. The latter was for consideration by Full Council on 13th September 2017. A further possibility was Bedford Borough Council's Rural Grants Scheme (no timescale) – to a maximum of £25k. After discussion it was agreed to apply for a Rural Grant to resurface the existing play area (see under WPE17/47 also) – which would make it usable all year. If successful, that would in turn reduce both Caloo and Proludic's quotations, as both had quoted for that resurfacing element also. BH agreed to source those quotations – SG would pass on all relevant contacts. SP agreed to make the application.	
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		It was not yet known if Bedford Borough Council would act as the 3 rd party contributor – JW agreed to chase.	
WPE17/49	To discuss the ongoing consultation process and to make recommendation to Full Council as necessary.	A poll question “Are you in favour of the proposed changes to the recreation ground?” would be placed on the Facebook page by SG in the coming weeks. SG confirmed there were currently 220 members. SP added the large-scale proposed designs (Caloo and Proludic) would be displayed at the Neighbourhood Plan launch.	SG and SP to take forward.
WPE17/50	To discuss antisocial behaviour in the Jubilee Garden area and measures to protect play equipment and to make recommendation to Full Council as necessary.	Teenagers were congregating in the existing play area – but not actually committing any crime (bar littering). SP confirmed she was meeting with Ace Fire & Security Ltd to look at upgrading the existing cameras on site, ahead of plans to potentially include additional cameras.	All to note.

Meeting closed at 8.25pm.