



# WOOTTON PARISH COUNCIL



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Minutes of the Wootton Play Equipment Working Group meeting held on Wednesday 7<sup>th</sup> February 2018 at 7.30pm in The Hub, Wootton New Life Methodist Church, Cause End Road.

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                            |                     |
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| <b>Present</b>                        | Gareth Lloyd (GL – Parish Councillor and Chairman), Emma Brett (EB), Gerald Bygraves (GB – Parish Councillor – arrived 7.40pm), Stacey Gittens (SG), Bob Hensher (BH – Parish Councillor) and John Wheeler (JW – Parish Councillor and also Borough Councillor for Wootton – arrived 8.10pm).<br>In attendance – Lisa Lewis (LL – Parish Councillor).<br>In attendance – Sue Playford (SP – Clerk to Wootton Parish Council).<br>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). |                                                                            |                     |
| <b>Absent (no apologies received)</b> | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                            |                     |
| <b>Agenda no</b>                      | <b>Agenda item title</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Resolution</b>                                                          | <b>Action</b>       |
| WPE18/001                             | Apologies for absence.<br>None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | N/A.                                                                       | N/A.                |
| WPE18/002                             | Disclosure of local and/or disclosable pecuniary interests.<br>None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | N/A.                                                                       | N/A.                |
| WPE18/003                             | To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | None.                                                                      | N/A.                |
| WPE18/004                             | To appoint Cllr Lisa Lewis as a member of the Wootton Play Equipment Working Group.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Resolved to appoint LL as a member of this working group.<br>Proposed: SG. | SP to keep on file. |

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| <b>WPE18/005</b> | <b>List of correspondence received (copies of correspondence can be requested from the Clerk) – for information only.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | It was noted NR had resigned as a member of this working group.                                  | SP to keep on file. |
| <b>WPE18/006</b> | <b>Minutes of the previous meeting.</b><br><i>Minutes are published on the Wootton Parish Council website:</i><br><a href="http://woottonpc.bedsparishes.gov.uk/">http://woottonpc.bedsparishes.gov.uk/</a> .<br>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 6 <sup>th</sup> September 2017.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Minutes were received and adopted.<br>Proposed: EB.<br>Seconded: BH.<br>Resolved by all present. | SP to keep on file. |
| <b>WPE18/007</b> | <b>Matters arising from the minutes – for information only.</b> <ul style="list-style-type: none"> <li>WPE17/12 – This committee can have input regarding proposed play areas within the Fields Road South development, when plans are received by JW.</li> <li>WPE16/21 – Developer contributions for play areas. JW confirmed 5<sup>th</sup> October 2016 (WPE16/21) two tranches totalling £38.4k 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) 9<sup>th</sup> November 2016 (FC16/274)).</li> <li>WPE17/48 + WPE18/008 – Funding. £38.4k has been allocated from s106 developer contributions. SP has submitted the Stage 2 application (£75k max) to Veolia and is awaiting the outcome (likely to be early March 2018). An application to the Forest of Marston Vale should be submitted by 31<sup>st</sup> January 2018. At the time of publishing this agenda SP was awaiting referee information from JW. Refer to agenda item WPE18/008.</li> <li>WPE17/06 – Use of Jubilee Garden area. Worboys to continue to maintain the area until development can commence.</li> <li>WPE17/39 + WPE17/47 – Design ideas and equipment. A list of generic equipment was agreed 1<sup>st</sup> 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 7<sup>th</sup> June 2017</li> </ul> | No further comments received.                                                                    | SP to keep on file. |

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|                  | <p>(WPE17/20). Both have been asked to quote again with various amendments and details were available to view at the Fun Fest (8<sup>th</sup> July 2017), ahead of a formal consultation. Suggestion to resurface the existing play area is now being taken forward separately by Full Council. Resolved 6<sup>th</sup> September 2017 (WPE17/47) to discuss a wet pour surface within the scheme for under 1's to crawl on as part of the tender process.</p> <ul style="list-style-type: none"> <li>• WPE16/20 – Two-way access system/coffee shop/similar for the recreation ground. Resolved 5<sup>th</sup> October 2016 (WPE16/20) to leave the proposal on file and review in two years.</li> <li>• WPE17/49 + WPE18/010 – Consultation. There have been a number of comments regarding the proposal (via Facebook). Refer to agenda item WPE18/010.</li> <li>• WPE17/50 – Antisocial behaviour in the Jubilee Garden area. The CCTV system at the recreation ground is being upgraded to HD cameras, with additional cameras to cover that area. Works are almost complete.</li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                            |
| <b>WPE18/008</b> | <p><b>To receive a report from the funding sub-committee who are investigating funding possibilities and to make recommendation to Full Council as necessary.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <p>The question was asked what would happen moving forward with the project, were the funding application to Veolia unsuccessful. SG was keen to apply for other funding:</p> <ul style="list-style-type: none"> <li>• Bedford Borough Council – Access Improvement Grant;</li> <li>• Gale Family Charity Trust;</li> <li>• Tesco.</li> </ul> <p>After lengthy discussion it was agreed the project could not be determined nor could the tender process move forward until the Veolia outcome was known (likely to be on or after 6<sup>th</sup> March 2018). The next meeting of this working group was scheduled for 7<sup>th</sup> March 2018 – were the funding outcome still unknown by that date a re-scheduled meeting was agreed for Tuesday 13<sup>th</sup> March at 7.30pm – venue GB's house (11 Monoux Road). A second application had been</p> | <p>SP to keep on file.</p> |

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|                  |                                                                                                                                                                                        | made to the Forest of Marston Vale – it was noted that application would be determined on 23 <sup>rd</sup> February 2018.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                      |
| <b>WPE18/009</b> | <b>To receive a report from the working group regarding any further updates on the proposed site/equipment/layout options and to make recommendation to Full Council as necessary.</b> | <p>SG reported several comments calling for greater disable-friendly equipment had been made via Facebook (one possibility was a wheelchair-friendly trampoline).</p> <p>After detailed discussion it was agreed two equipment lists were necessary – a “must have” and a “nice to have” – those lists could be determined at the next meeting of this working group. Further information could then be published on Facebook once funding levels were known and both lists were drafted.</p> <p>Residents (especially those with disabled children) would be encouraged to have their say, possibly attend a meeting of this working group and attend also a future open evening where draft plans would be available to view).</p> <p>It was noted the winning contractor could be under instruction to purchase disable-friendly equipment from a third-party, were they not able to supply the same themselves.</p> <p>EB confirmed Bizzy Bees were holding a fundraising event on 23<sup>rd</sup> March – any available information could be on display there.</p> <p>The tender process would then be taken forward, with companies including those who had already submitted draft proposals being asked to tender.</p> <p>Further agreed SP would ask Cllr O’Dell (as Bedford Borough Council’s Disability Equality &amp; Access Officer) to attend the next meeting and offer advise on disable-friendly play equipment.</p> | All to take forward. |
| <b>WPE18/010</b> | <b>To receive an update on the ongoing consultation process and to make recommendation to Full Council as necessary.</b>                                                               | SG confirmed Autism Bedfordshire had not responded further in recent weeks.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | SG to take forward.  |

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**Meeting closed at 8.35pm.**

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