



STOTFOLD TOWN COUNCIL

The Mayor, Councillor Alan Cooper, invites Councillors to partake in mince pies and sherry, in the Council Chamber at 6.30pm, prior to the Council Meeting

Dear Councillor, you are hereby summoned to attend:

A MEETING OF THE TOWN COUNCIL, ON WEDNESDAY 6TH DECEMBER 2017, AT 7.00PM, IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

AGENDA

1. **Mayor's announcements and civic attendance**
See Agenda Report.
2. **Disclosure of Members Interests on matters contained in this agenda**
To receive from Members any disclosures of personal or prejudicial interests on matters contained in the agenda. Members are reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.
3. **To receive apologies for absence from Town Council Members.**
4. **Oral questions from Electors**
Up to 3 members of the public will be given 3 minutes each to speak, after giving notice of their wish to do so to the Town Clerk prior to the meeting. Order of speakers will be in order of notification to the Clerk.
5. **Council minutes**
To note and sign as a correct record, the minutes of the Council meeting held on Wednesday 1st November 2017.
6. **Clerk's Report and Matters Arising for Information**
See Agenda Report.
7. **Correspondence received for information**
Copy of the Bedfordshire Police & Crime Commissioner's [Report](#) for Nov/Dec 2017 is provided for Members.
8. **Youth Parliament representatives**
One of the two Youth Parliament representatives who attended a previous meeting has expressed an interest in being more involved in Council meetings. See Agenda Report.
9. **BATPC – Member representative**
At the recent annual meeting of BATPC (Bedfordshire Association of Town & Parish Councils) a vacancy on their County Committee was announced, and after putting himself forward, Councillor Talbot was co-opted as a new member. He joins 6 other Town/Parish Councillors from the Central Bedfordshire area. Councillors are asked to formally approve his role as Member representative on BATPC County Committee as an outside body. He will give a report later in the meeting.

10. Report on Beds Police Community Priority Setting meeting

During November, Councillor Talbot attended the Bedfordshire Police Community Priority Setting meeting at Bedfordshire Police Headquarters. Councillor Talbot's [report](#) on the meeting is provided for Members. The next meeting takes place on 7th February 2018, 7pm.

11. Bedfordshire Police Force Funding

A [copy](#) of a letter from Sandy Town Council to the Minister of State regarding Bedfordshire Police Force Funding is provided for Members. Council is asked to consider supporting their views in sending a similar letter in support of a review of the way our local Police force is funded.

12. Review of Council's insurance policy cover

To consider the current level of insurance cover for Council's assets and activities. For note, Council's insurance policy is held with Zurich on a three year term, and is due for renewal 1st June 2020. See attached review [document](#).

13. Community Governance Review

To consider submitting a response to the current Central Beds Council Community Governance Review on Town & Parish Councils (deadline 1st February 2018). A copy of the consultation document is provided for Members, and can be downloaded via this [link](#). Local Authorities are required to undertake a review of local governance every 10 to 15 years. Changes can include boundary changes, creating new parishes, merging or grouping parishes, how many Councillors the parish has and changing the name of the parish. Further consultations on specific proposals will take place in summer 2018, with a decision on any changes being made in autumn 2018, and implemented by the next Town and Parish Council elections in May 2019.

14. Bedfordshire Schools Trust – consultation on school admissions

To consider submitting a response to the current Bedfordshire Schools Trust consultation on school admissions. Primary proposed changes are:

- Inclusion of St Christophers Academy – St Christophers Academy joined Bedfordshire Schools Trust on 1st September 2017
- Etonbury Academy removed as a named feeder school to Samuel Whitbread Academy – Etonbury Academy now has the facility to retain pupils into years 9, 10 and 11
- Samuel Whitbread Academy pupil admission number (PAN) reduced to 400 – due to the successful expansion of Etonbury Academy the intake for Samuel Whitbread Academy has reduced
- Criterion order – to prioritise siblings and encourage recruitment of quality staff the order of the criteria for each academy has been adjusted.

A copy of the consultation document is provided for Members, and can be downloaded via this [link](#).

15. Pix Brook Academy

To receive and note an update from Bedfordshire Schools Trust on the proposed new site for the Pix Brook Academy – on land north of Arlesey Road, Stotfold. The Central Beds Council Children's Services Overview & Scrutiny Committee considered the proposal to 'commission new school places in the ward of Stotfold through the delivery of a new extended secondary Free School (Pix Brook Academy)' at their meeting on 21st November ([link](#) to meeting reports). Minutes of that meeting are not yet available.

16. Former Roecroft Lower School playing field

Further to minute 176/17 and 196/17 from previous Council meetings, in regard to the former Roecroft Lower School playing field and whether the Academy of Central Bedfordshire wanted to use the space, or if they were asked if they wanted to use the space, we have received correspondence from the Executive Headteacher, as follows: *I would like to reassure you that as an Academy we have never reported that we are not interested in the field. When the current lease was negotiated for the site of The Academy of Central Bedfordshire in Stotfold, the former playing field that belonged to the former Roecroft Lower School was never included as an option for the Academy to be included in the lease. We did express an interest in the land being included in the lease and still remain interested in any option that would enable the Academy to use the land.*

17. Land South of Stotfold Infrastructure and Adoption (Town Council)

On 20th November, Councillor Cooper attended a meeting at Central Beds Council to discuss the open space to the rear of the Greenacre Centre, alternative pitch provision, ownership and maintenance of the amenity space, ownership and maintenance of the play area and deed of variation. A copy of the [notes](#) of the meeting are provided for Members.

18. To receive a report from a Central Bedfordshire Councillor on matters pertaining to Stotfold

19. To receive a report from Member and Nominated Representatives on outside bodies

Written report from Councillor J Talbot on BATPC AGM in advance for Members ([doc1](#), [doc2](#))

20. To receive a report, copies of minutes and recommendations from the Town Plan Implementation Group

Copy of [minutes](#) of last meeting on 7th November 2017 are provided for Members.

21. To receive a report on the Arlesey Road project & relocation of Football Club

22. Monthly accounts

- i) To approve the list of payments in the Expenditure Report for December 2017 and note income received during November 2017 in the Income Report
- ii) To review and note the Committee Budget Report for month end November, and the bank balances as at end November 2017

23. Committee minutes

Planning Committee

8th November 2017

- Members of the Planning Committee will be asked to confirm that the minutes are a correct record of the meeting held on Wednesday 8th November 2017.
- Members of the Council will then be asked to note the minutes of the Planning Committee meeting held on Wednesday 8th November 2017. There are no recommendations to Council.

22nd November 2017

- Members of the Planning Committee will be asked to confirm that the minutes are a correct record of the meeting held on Wednesday 22nd November 2017.
- Members of the Council will then be asked to note the minutes of the Planning Committee meeting held on Wednesday 22nd November 2017. There are no recommendations to Council.

Recreation Grounds, Public Lands & Lighting Committee

- Members of the Recreation Grounds, Public Lands & Lighting Committee will be asked to confirm that the minutes are a correct record of the meeting held on Wednesday 8th November 2017.
- Members of the Council will then be asked to note the minutes of the Recreation Grounds, Public Lands & Lighting Committee meeting held on Wednesday 8th November 2017. There were no recommendations to Council.

Buildings Management Committee

- Members of the Buildings Management Committee will be asked to confirm that the minutes are a correct record of the meeting held on Wednesday 15th November 2017.
- Members of the Council will then be asked to note the minutes of the Buildings Management Committee meeting held on Wednesday 15th November 2017. There were no recommendations to Council.

Cemetery Management Committee

- Members of the Cemetery Management Committee will be asked to confirm that the minutes are a correct record of the meeting held on Wednesday 15th November 2017 (to be presented).
- Members of the Council will then be asked to note the minutes of the Cemetery Management Committee meeting held on Wednesday 15th November 2017.

Town Enhancement Committee

- Members of the Town Enhancement Committee will be asked to confirm that the minutes are a correct record of the meeting held on Wednesday 22nd November 2017.
- Members of the Council will then be asked to note the minutes of the Town Enhancement Committee meeting held on Wednesday 22nd November 2017. There were no recommendations to Council.

Establishment Committee

- Members of the Establishment Committee will be asked to confirm that the minutes are a correct record of the meeting held on Wednesday 22nd November 2017.
- Members of the Council will then be asked to note the minutes of the Establishment Committee meeting held on Wednesday 22nd November 2017. There were no recommendations to Council.

24. Questions from Electors on items arising from this evening's meeting

25. Items for information purposes only

KA Elliott-Turner

**Mrs KA Elliott-Turner
Town Clerk**

1st December 2017

To: All Stotfold Town Councillors, Central Bedfordshire Council Ward Members, representative of the press and electorates of Stotfold

COUNCIL AGENDA REPORTS

AGENDA ITEM 1	Meeting date: 6th December 2017
Mayor's announcements and civic attendance	
Attended:	
10 th Nov	Leighton Linlade TC, Mayor's Rock of Ages at Hockcliffe St Baptist Church. Mayor & Deputy Mayor attended
12 th Nov	Remembrance Sunday Ceremony at Stotfold Cemetery and Service at St Mary's Church. Mayor and Deputy Mayor attended
19 th Nov	Road Victims Trust Service at St Pauls Church, Bedford. Deputy Mayor attended
19 th Nov	NHDC Civic Service at Parish Church of St Faith, Hitchin. Mayor attended
Unable to attend:	
29 th Nov	Young People of the Year at Old Divinity School, St Johns College, Cambridge
5 th Dec	HM Lord Lieutenant of Beds, Homelessness fundraising event, Harpour Centre, Bedford
Invitations received:	
9 th Dec	Leighton Linlade Town Mayor's Christmas Concert. Deputy Mayor attending
13 th Dec	Stotfold & District Children's Centre Christmas Party. Mayor attending
16 th Dec	Sandy Town Council Christmas Card Service at St Swithan's Church. Mayor attending
16 th Dec	Bedford Borough Council Civic Carol Service at Church of St Mary The Virgin, Bedford. Deputy Mayor attending
21 st Dec	Beds Fire & Rescue Christmas Celebration at Woburn Parish. Deputy Mayor attending
Decision required: attendance where Mayor unable to attend, or Councillors are invited	
Expenditure required: N/A	

COUNCIL AGENDA REPORTS

AGENDA ITEM 6	Meeting date: 6th December 2017
Clerk's Report & Matters Arising for Information	
Clerk's Report	
<u>Youth work for Stotfold</u> Nicola King, Youth Worker for Aragon Housing will be attending our January 2017. At that meeting Members will have an opportunity to ask questions about her youth work, what they have achieved in neighbouring Shefford (copy of her report for Shefford attached for Members' information), and ask how we might progress youth work in Stotfold.	
<u>Speed Watch</u> A number of residents have now indicated their wish to take part in a Stotfold-wide Speed Watch group. A separate group is being formed by Norton Road residents, following the last Council meeting and concerns regarding speeding on that particular road. A Speed Watch training event is taking place on Saturday 9 th December 2017, 9.30am at Bedfordshire Police Headquarters at Kempston. If any Councillor, or resident would like to attend, they are required to advise the Clerk who will provide them with relevant information and forms to be completed.	
Decision required: N/A	
Expenditure required: N/A	

COUNCIL AGENDA REPORTS

AGENDA ITEM 8	Meeting date: 6th December 2017
Youth Parliament representative	
<p>Following a previous Council meeting at which Youth Parliament Representative, Oliver Daniells, attended with his Youth Parliament colleague, he has asked if it would be possible to attend future Council meetings, as he enjoyed the experience and as a Stotfold resident, would like to be more involved if possible.</p> <p>Advice has been sought as to the best way to accommodate this, and suggestions include formally inviting a Youth Parliament Representative, who can be a non-Council Member, to give reports in the Member and Nominated Representatives section of the Council agenda, as and when they have an update.</p> <p>We could also involve young people more directly in the work of the Town Council through membership of any advisory committees we might set up (e.g. non-voting), for example on recreation provision, enhancement of the town, digital communications.</p> <p>It should be noted that even non-voting committee members would need to act in accordance with the Town Council's Code of Conduct, although as non-Councillors, they would not need to make entries in the register of Members' interests.</p> <p>A future project could be to consider setting up a Youth Council, if there was the appetite amongst our young residents. For those who are already 16 years old now, it is a good opportunity to become involved, with Local Council elections in 2019.</p>	
Decision required: N/A	
Expenditure required: N/A	