



## STOTFOLD TOWN COUNCIL

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Dear Councillor, you are hereby summoned to attend:

**A MEETING OF THE TOWN COUNCIL, ON WEDNESDAY 6<sup>TH</sup> FEBRUARY 2019, AT 7.00PM,  
IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD**

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### **AGENDA**

- 1. To receive an update on work by the Youth Team**  
Nicola King, Grand Union Housing Youth & Participation team will provide an update on work since their last update.
- 2. Mayor's announcements and civic attendance**  
See Agenda Report.
- 3. 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.
- 4. To receive apologies for absence from Town Council Members.**
- 5. 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.
- 6. Council minutes**  
To note and sign as a correct record, the minutes of the Council meeting held on 2<sup>nd</sup> January 2019.
- 7. Clerk's Report and Matters Arising for Information**  
Nothing to report as at production of agenda.
- 8. Correspondence received for information**  
Nothing to report as at production of agenda.
- 9. Draft 1 Year Action Plan – April 2019 to March 2020**  
To consider and adopt the draft 1 Year Action Plan for period April 2019 to March 2020, any additions/amendments to be put forward at the meeting. To note review of previous Action Plan period.

**10. Annual Town Council Dinner 2019**

To confirm the venue and date for the 2019 Annual Town Council Dinner. Availability and locations:

- The Broadway, Letchworth - Friday 5<sup>th</sup>, Saturday 6<sup>th</sup>, Friday 12<sup>th</sup>, Saturday 13<sup>th</sup>, Friday 26<sup>th</sup> (live music) or Saturday 27<sup>th</sup> April
- The Crown, Henlow - Friday 5<sup>th</sup>, Saturday 6<sup>th</sup>, Friday 12<sup>th</sup>, Saturday 13<sup>th</sup>, Friday 26<sup>th</sup> or Saturday 27<sup>th</sup> April (pre-order of food required, late sitting only 8pm/8.30pm)
- Three Horseshoes, Norton – Friday 5<sup>th</sup>, Friday 26<sup>th</sup> or Saturday 27<sup>th</sup> April (pre-order of food required – menu attached for Members, however, number of meal choices will be reduced, and a smaller menu will be circulated if booking with them)

It should be noted, costs for the Town Council dinner are met by individual Councillors and not from Town Council funds.

**11. 2019 Councillor Surgery dates**

To confirm the 2019 Councillor surgery dates, as per sheet circulated to Members.

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

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

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

**15. To receive an update on progress of the Arlesey Road project & relocation of Football Club**

**16. Monthly accounts**

- To approve the list of payments in the Expenditure Report for February 2019 and note income received during January 2019 in the Income Report
- To review and note the Committee Budget Report for month end January, together with bank balances as at end January 2019

**17. Committee minutes**

Planning Committee

- Members of the Planning Committee will be asked to confirm that the minutes are a correct record of the meeting held on Wednesday 30<sup>th</sup> January 2019
- Members of the Council will then be asked to note the minutes of the Planning Committee meeting held on Wednesday 30<sup>th</sup> January 2019. There were 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 9<sup>th</sup> January 2019
- Members of the Council will then be asked to note the minutes of the Recreation Grounds, Public Lands & Lighting Committee meeting held on Wednesday 9<sup>th</sup> January 2019. 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 16<sup>th</sup> January 2019
- Members of the Council will then be asked to note the minutes of the Buildings Management Committee meeting held on Wednesday 16<sup>th</sup> January 2019. There were no recommendations to Council

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 30<sup>th</sup> January 2019
- Members of the Council will then be asked to note the minutes of the Town Enhancement Committee meeting held on Wednesday 30<sup>th</sup> January 2019. See Agenda Report for Committee recommendation

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 30<sup>th</sup> January 2019
- Members of the Council will then be asked to note the minutes of the Establishment Committee meeting held on Wednesday 30<sup>th</sup> January 2019. See Agenda Report for Committee recommendations

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

**19. Items for information purposes only**

*KA Elliott-Turner*

**Mrs KA Elliott-Turner  
Town Clerk**

1<sup>st</sup> February 2019

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

# COUNCIL AGENDA REPORTS

<b>AGENDA ITEM 2</b>	<b>Meeting date: 6<sup>th</sup> February 2019</b>
<b>Mayor's announcements &amp; civic attendance</b>	
<p><b>Attendances</b></p> <p>25<sup>th</sup> January                      Houghton Regis Town Mayors Charity Quiz Night – Mayor attended</p>	
<p><b>Future events</b></p> <p>8<sup>th</sup> February                      Mayor of Leighton-Linslade Quiz Night – declined</p> <p>8<sup>th</sup> February                      NHDC Civic Dinner and Award Ceremony – accepted</p> <p>9<sup>th</sup> February                      Houghton Regis Valentines Bingo – declined</p> <p>17<sup>th</sup> February                     Stotfold Civic Service – St Mary's Church</p> <p>24<sup>th</sup> February                     Leighton-Linslade Civic Service - accepted</p>	
<b>Decision required:</b> attendance where Mayor unable to attend, or Councillors are invited	
<b>Expenditure required:</b> n/a	

## COUNCIL AGENDA REPORTS

<b>AGENDA ITEM 17</b>	<b>Meeting date: 6<sup>th</sup> February 2019</b>
<b>Committee recommendations – Town Enhancement, 30<sup>th</sup> January 2019</b>	
Minute 5/19:  <b>RECOMMENDED</b> that the Vision statement for Stotfold Town Council is: 'To enhance the sense of community within the town of Stotfold'	
<b>Decision required:</b> approve recommendation	
<b>Expenditure required:</b> n/a	

<b>AGENDA ITEM 17</b>	<b>Meeting date: 6<sup>th</sup> February 2019</b>
<b>Committee recommendations – Establishment, 30<sup>th</sup> January 2019</b>	
Minute 4/19:  <b>RECOMMENDED</b> that the revised draft standing orders are adopted by Council.	
Minute 5/19:  <b>RECOMMENDED</b> that the amended (where appropriate) policies – Press Policy, Social Media Policy for Councillors and Credit Control & Bad Debt Policy are adopted by Council.	
<b>Decision required:</b> approve recommendation	
<b>Expenditure required:</b> n/a	