



STOTFOLD TOWN COUNCIL

Councillors:

You are hereby summoned to attend the Stotfold Town Council meeting to be held in the Council Chamber, Greenacre Centre, Stotfold on **Wednesday 3rd November 2021 at 7.00pm** for the purpose of transacting business detailed in the agenda.

Members of the public:

Members of the public are invited to observe the meeting and may participate at the 'public participation' agenda item. As per Standing Orders, if you wish to speak, you must notify the Town Clerk of your intention prior to the start of the meeting; max 3 people with 3 minutes to speak each (contact in advance enquiries@stotfoldtowncouncil.gov.uk or 01462 730064 or you will be asked at the appropriate point in the agenda if unable to give prior indication).

The Greenacre Centre remains a Covid-Secure community centre, and therefore, although not mandatory, we recommend that face coverings remain in place unless speaking, and that social distancing is maintained.

AGENDA

1. [Apologies for absence](#)
To receive apologies for absence from Town Council members.
2. [Disclosures of Members Interests and Dispensations](#)
 - a) Members to declare interests in respect of any item on the agenda
 - b) Proper Officer to consider written requests from members for dispensationsMembers 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. [Mayor's announcements and civic attendance](#)
Report attached for members information.
4. [Public participation – questions, comments and responses](#)
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.
5. [Clerk's Report, correspondence received & matters arising from previous council minutes, for information](#)

Clerk's Report

Reminder that Remembrance Sunday ceremony will be held at the war memorial, Stotfold Cemetery on Sunday 14th November, 2.45pm, with a service being held at St Mary's Church at 3.30pm.

Reminder that this year's Christmas Lights Switch On event takes place on Saturday 27th November – ice skating and Santa's Storytime Grotto from 2.30pm, outdoor Christmas stalls and food from 3pm, St Mary's School choir 6pm, Salvation Army Band & Carols 6.15pm, Switch On of the Christmas Lights 6.30pm.

6. **Council minutes**

To note and sign as a correct record, the minutes of the Council meeting held on Wednesday 6th October 2021.

7. **Executive action – S106 for skate rink**

To approve executive action taken by the Clerk, in consultation with the Chairman, to apply for S106 funding to meet costs to hire an ice-skating rink as part of this year's Christmas Lights Switch On event. Funds raised during this event go towards enhancing future Christmas Lights displays for the town. Application supported by Central Bedfordshire Council's Place Programme Manager.

Section 106 Agreement: attached to MB/06/00738/OUT Land at 59 and 69 The Green, Stotfold: 'enhancement of Stotfold Town Centre'.

Project: 'For the provision of a temporary town centre enhancement, for the purpose of supporting the town centre economy and encouraging footfall. Contract management and oversight by Stotfold Town Council.'

S106 fund available: £19,089

S106 awarded to project: £3,530

8. **Former Roecroft Lower School playing field – future use**

For information, advanced notification of the possibility that the former Roecroft Lower School playing field, adjacent to the ACB on Church Road, could be handed over to the Town Council as a community space and project.

9. **School places (lead Councillor Phelps)**

To consider a report from Councillor Phelps on school places for Stotfold and suggested action to be taken. Report attached for members.

10. **Reports**

To receive and note, reports from Central Beds Council Ward Members, Member and Nominated Representatives on Outside Bodies and Town Plan Implementation Group.

- a) Central Bedfordshire Council Ward Member
- b) Member and Nominated Representatives on Outside Bodies
- c) Town Plan Implementation Group (IG)

11. **Accounts**

- a) **To approve** payment of the list of expenditure items in the November 2021 payment run, and note income received during October 2021
- b) **To review and note** the monthly committee budget report, budget variances report and bank balances as at end October 2021

12. **Recreation Grounds, Public Lands & Lighting Committee meeting 13th October 2021**

Members of the Recreation Grounds, Public Lands & Lighting Committee **to confirm** that

the minutes are a correct record of the meeting. Members of council **to note** the minutes of the meeting.

13. **Planning Committee meeting 13th October 2021**
Members of the Planning Committee **to confirm** that the minutes are a correct record of the meeting. Members of council **to note** the minutes of the meeting.
14. **Town Strategy Committee meeting 20th October 2021**
Members of the Town Strategy Committee **to confirm** that the minutes are a correct record of the meeting. Members of council **to note** the minutes of the meeting.
15. **Cemetery Management Committee meeting 20th October 2021**
Members of the Cemetery Management Committee **to confirm** that the minutes are a correct record of the meeting. Members of council **to note** the minutes of the meeting.
16. **Buildings Management Committee meeting 20th October 2021**
Members of the Buildings Management Committee **to confirm** that the minutes are a correct record of the meeting. Members of council **to note** the minutes of the meeting.
17. **Establishment Committee meeting 20th October 2021**
Members of the Establishment Committee **to confirm** that the minutes are a correct record of the meeting. Members of council **to note** the minutes of the meeting.
18. **Questions from electors on items arising from the meeting**
19. **Items for information purposes only**

KA Elliott-Turner

**Mrs KA Elliott-Turner
Town Clerk**

29th October 2021

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