

# STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG  
01462 730064 [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk)



## Members of Stotfold Town Council,

**You are hereby summoned** to attend the Stotfold Town Council meeting to be held in the Council Chamber, Greenacre Centre, Stotfold on **Wednesday 5<sup>th</sup> April 2023 at 7.00pm** for the purpose of transacting business detailed in the agenda.

Central Bedfordshire Council Ward Members, representative of the press and electorates of Stotfold, for information.

*C Jenkins*

**Ms Caroline Jenkins**  
**Assistant Clerk**

31 March 2023

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### Members of the public:

**You are now able to observe our meetings by joining via [MS Teams](#).** Join on your computer or mobile app [Click here to join the meeting](#). Please note, our meetings may be recorded for minute taking purposes, and will be deleted after minutes are approved.

Members of the public are invited to observe the meeting and may speak in the 'public section' 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 (contact in advance [enquiries@stotfoldtowncouncil.gov.uk](mailto: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).

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## 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](#)  
Appended for members.
4. [Public section](#)  
Members of the public to speak on matters of concern, ask questions or make statements (maximum of 3 minutes per speaker), 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. [Public Participation Policy](#) applies.

5. [Clerk's Report, correspondence received & matters arising from previous council minutes, for information](#)  
2<sup>nd</sup> Town Ranger position ready to be advertised.  
Date for DCK to visit office has been arranged.  
Contract for Street Lighting to be checked before sending out.  
Ward councillor grant received from Central Bedfordshire Council
6. [Council minutes](#)  
**To note and sign** as a correct record, the minutes of the Council meeting held on 1<sup>st</sup> March 2023.
7. [Request from Stotfold Scouts – installation of Gazebo at Greenacre Centre](#)  
To approve the request from Stotfold Scouts to site their Gazebo in front of the Greenacre Centre on Monday 8<sup>th</sup> May 2023. The Scouts will be hosting an orienteering day as part of the Kings Coronation and would like to distribute maps and guides for this event.
8. [Retirement of Councillors](#)  
To thank retiring Councillors for their hard work and dedication to the Town Council. To also send good luck to Councillors re-standing for election in May 2023.
9. [Reports](#)  
**To note** the following reports:
  - a) Central Bedfordshire Council Ward Member
  - b) Member and Nominated Representatives on Outside Bodies
  - c) Town Plan Implementation Group (IG)
  - d) Warm Spaces Action Group
  - e) Other Member Representative reports
9. [Accounts](#)
  - a) **To approve** payment of the list of expenditure items in the April 2023 payment run (to be presented), and note income received during March 2023
  - b) **To review and note** the monthly committee budget report and bank balances as at end March 2023 (to be presented)
10. [Committee minutes](#)  
**To note** the minutes of the following Committee meetings:
  - Planning Committee – 8 March 2023
  - Planning Committee – 22<sup>nd</sup> March 2023
  - Recreation Grounds, Public Lands & Lighting Committee – 8 March 2023
  - Cemetery Committee – 15<sup>th</sup> March 2023
  - Buildings Committee – 15<sup>th</sup> March 2023
  - Establishment Committee – 15<sup>th</sup> March 2023
  - Establishment Committee -29<sup>th</sup> March 2023

11. Questions from electors on items arising from the meeting
12. Items for information purposes only
13. Exclusion of press and public  
Under section 3d of Standing Orders, the Chairman will propose that the press and public are temporarily excluded whilst matters pertaining to staff and contractual issues are discussed and that they be instructed to withdraw from the meeting for the following agenda item.
14. Staffing Matters  
To discuss current staffing matters.

CLOSE