

# 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 7<sup>th</sup> June 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**

2 June 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  
Nothing to report.
6. Council minutes  
**To note and sign** as a correct record, the minutes of the Council meeting held on 9<sup>th</sup> May 2023.
7. 2022-2023 Annual Audit Report  
**To note** the Internal Auditor's report on the internal audit carried out on year-end figures and accounts during 2022-2023, together with the completed Annual Internal Audit Report 2022-2023 of the Annual Governance & Accountability Return (AGAR) Part 3.
8. 2022-2023 Annual Governance Statement (Section 1)  
**To confirm and approve** the statements on the Annual Governance Statement (Section 1) of the 2022-2023 Annual Governance & Accountability Return (AGAR) Part 3. The Clerk, being Responsible Financial Officer, and the Chairman of Council are to sign once approved by council.
9. 2022-2023 Accounting Statement (Section 2)  
**To confirm and approve** the Accounting Statement (Section 2) of the 2022-2023 Annual Governance & Accountability Return (AGAR) Part 3. The Clerk, being Responsible Financial Officer, has signed to certify that the Accounting Statement has been prepared following guidance in Governance & Accountability for Smaller Authorities – a Practitioner's Guide to Proper Practices and presents fairly the financial position of this authority. The Chairman of Council is to sign once approved by council.
10. 2022-2023 Annual Governance & Accountability Return – Exercise of Public Rights  
Following approval of Sections 1 and 2 of the AGAR, the Clerk, as Responsible Financial Officer, will confirm the commencement date for the exercise of public rights. The Annual Return will be published on the council's website on Friday 9<sup>th</sup> June 2023, and the period for public rights will commence on Monday 12<sup>th</sup> June 2023 for a period of 30 working days.
11. Grand Union- Youth work update, ½ term report and summer programme.  
To receive an update with regard to local youth work in the town
12. 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

13. Accounts

- a) **To approve** payment of the list of expenditure items in the June 2023 payment run and note income received during May 2023
- b) **To review and note** the monthly committee budget report and bank balances as at end May 2023

14. Committee minutes

**To note** the minutes of the following Committee meetings:

- Planning Committee – 24<sup>th</sup> May 2023
- Recreation Grounds, Public Lands & Lighting Committee – 24<sup>th</sup> May 2023
- Cemetery Committee – 31<sup>st</sup> May 2023
- Buildings Committee – 31<sup>st</sup> May 2023
- Establishment Committee – 31<sup>st</sup> May 2023
- Town Strategy Committee – 31<sup>st</sup> May 2023

15. Questions from electors on items arising from the meeting

16. Items for information purposes only

CLOSE