

STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG
01462 730064 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 6th September 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
Acting Town Clerk

1st September 2023

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 or 01462 730064 or you will be asked at the appropriate point in the agenda if unable to give prior indication).

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](#)
Attached 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
The Squirrel Taverners, the mens football team that hire Hitchin Road football pitch, recently got promoted in the top division and also managed to win the best pub team in England.
6. Council minutes
To note and sign as a correct record, the minutes of the Council meeting held on 5th July 2023.
7. Appointment of Town Clerk and RFO
Councillors are asked **to resolve** to appoint Mrs Emma Payne as the Town Clerk and Responsible Financial Officer (S151 Local Government Act 1972) for Stotfold Town Council.
8. Co-option of Town Councillor
Members **to receive** an application from a member of the public to be a co-opted Town council member.
9. New Members attendances on outside bodies
Members to **approve** 2 new representatives for Stotfold Scouts, and to discuss any other spaces on committees and outside bodies to be filled.
10. Letter of acceptance – Chargemaster Ltd/Central Bedfordshire Council
Members to **discuss** the request to sign letter of acceptance with Central Bedfordshire Council.
11. IT Infrastructure
Members to **decide** on the IT supplier for the migration from our physical onsite server to Microsoft 365. To be completed once the Rialtas migration has finished. This will include a decision on our future IT support provider.
12. Football Pitch Renovation Quotes
Members **to discuss** the quotation received from AA Sheriff and sons for maintenance works for Town Council owned football pitches at Riverside Playing Fields, Hitchin Road Recreation ground, The Green and Arlesey Road Playing Fields.
13. Reports
To note the following reports:
 - a) Central Bedfordshire Council Ward Member
 - b) Member and Nominated Representatives on Outside Bodies
 - c) Other Member Representative reports
14. Accounts
 - a) **To approve** payment of the list of expenditure items in the August 2023 payment run and note income received during July 2023
 - b) **To review and note** the monthly committee budget report and bank balances as at end July 2023

15. [Committee minutes](#)

To note the minutes of the following Committee meetings:

- Planning Committee – 12th July 2023 and 2nd August 2023
- Recreation Grounds, Public Lands & Lighting Committee – 12th July 2023
- Establishment Committee – 12th July 2023 and 26th July 2023
- Cemetery Committee – 19th July 2023
- Buildings Committee – 19th July 2023

16. [Questions from electors on items arising from the meeting](#)

17. [Items for information purposes only](#)

CLOSE