



## STOTFOLD TOWN COUNCIL

---

Dear Councillor, you are hereby summoned to attend:

**A MEETING OF THE TOWN COUNCIL, ON WEDNESDAY 4<sup>TH</sup> MARCH 2020, AT 7.00PM, IN  
THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD**

---

### AGENDA

- 1. Mayor's announcements and civic attendance**  
See Agenda Report.
- 2. 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.
- 3. To receive apologies for absence from Town Council Members**
- 4. 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.
- 5. Council minutes**  
To note and sign as a correct record, the minutes of the meeting of the Council held on 5<sup>th</sup> February 2020.
- 6. Clerk's Report and Matters Arising for Information**  
Nothing to report as at production of agenda.
- 7. Correspondence received for information**  
Nothing to report as at production of agenda.
- 8. Draft Residents Handbook**  
To receive a copy of the draft Residents Handbook, and approve for circulation to new residents, make available for existing residents, and publish on the Town Council's website. Note, two sections are still to be finalised – map of the town, and opening words from the Mayor.
- 9. Draft 1 Year Action Plan – April 2020 to March 2021**  
To consider and adopt the draft 1 Year Action Plan for period April 2020 to March 2021, any additions/amendments to be put forward at the meeting. To note review of previous Action Plan period.
- 10. Annual Town Council Dinner**  
To confirm the venue and date for the 2020 Annual Town Council Dinner. Availability and locations:
  - The Chequers, Stotfold
  - Three Horseshoes, Norton
  - Five Bells, Henlow

All three venues have available for the evening of Friday 24<sup>th</sup> April, 1<sup>st</sup> May and 15<sup>th</sup> May. Example menu choices are circulated for Members' information – may be subject to change as seasonal menus are produced

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

**11. Neighbourhood Development Plan**

To receive a presentation from the Clerk on Neighbourhood Plans, and to consider whether this Council wishes to work with the community on production of a Neighbourhood Development Plan for Stotfold, resources required and formation of a Steering Group.

**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. Monthly accounts**

- i) To approve the list of payments in the Expenditure Report for March 2020 and note income received during February 2020 in the Income Report
- ii) To review and note the Committee Budget Report for month end January 2020, together with bank balances as at end February 2020 (to be presented)

**16. Arlesey Road project & relocation of Football Club**

Nothing to report as at production of agenda.

**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 12<sup>th</sup> February 2020
- Members of the Council will then be asked to note the minutes of the Planning Committee meeting held on Wednesday 12<sup>th</sup> February 2020. 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 12<sup>th</sup> February 2020
- Members of the Council will then be asked to note the minutes of the Recreation Grounds, Public Lands & Lighting Committee meeting held on Wednesday 12<sup>th</sup> February 2020

**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**

28<sup>th</sup> February 2020

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

# COUNCIL AGENDA REPORTS

<b>AGENDA ITEM 1</b>	<b>Meeting date: 4<sup>th</sup> March 2020</b>
<b>Mayor's announcements &amp; civic attendance</b>	
<b><u>Mayors Civic Attendances February 2020</u></b>	
7 <sup>th</sup> February – Leighton Linlade Charity Quiz Night – Declined	
8 <sup>th</sup> February – Houghton Regis Bingo Afternoon – Declined	
9 <sup>th</sup> February – Stotfold Civic Service – Attended	
23 <sup>rd</sup> February – Leighton Linlade Civic Service - Attended	
25 <sup>th</sup> February – Houghton Regis Pancake Race – Declined	
28 <sup>th</sup> February – North Herts District Council Civic Dinner and Award Ceremony - Attended	
29 <sup>th</sup> February – Chairman of Central Bedfordshire Charity Concert – Cancelled	
29 <sup>th</sup> February – Houghton Regis Town Council Leap Year Coffee Morning - Declined	
<b><u>Mayors Civic Attendances March 2020</u></b>	
13 <sup>th</sup> March – Leighton Linlade Councillor Bowater's Bingo Night – Declined	
15 <sup>th</sup> March – Chairman's Civic Service – Accepted	
20 <sup>th</sup> March – Baycroft Care Home VIP launch – Accepted	
20 <sup>th</sup> March – Houghton Regis Town Mayor's St Patricks Quiz – Declined	
22 <sup>ND</sup> March – Mayor of Sandy's Civic Service – Accepted	
29 <sup>th</sup> March – Mayor of Biggleswade Civic Service – TBA	
<b>Decision required:</b> attendance where Mayor unable to attend, or Councillors are invited	
<b>Expenditure required:</b> n/a	