

# MINUTES OF A VIRTUAL ANNUAL MEETING OF STOTFOLD TOWN COUNCIL HELD ON WEDNESDAY 5<sup>TH</sup> MAY 2021, AT 7.00PM

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## Committee Members present:

A Cooper - Chairman, S Buck, Mrs A Clarey, B Collier, Mrs M Cooper, S Dhaliwal, S Hayes, Mrs J Hyde, D Matthews, C Phelps, H Pickering, G Russell, B Saunders (& CBC Cllr), J Talbot

## Also present:

Mrs K Elliott-Turner – Town Clerk, Central Beds Council Ward Member S Dixon

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### **75/21 ELECTION OF CHAIRMAN**

Nominations were requested for the position of Chairman of Stotfold Town Council, who will also take the role of Mayor of Stotfold.

Councillor Cooper was proposed and seconded, and it was:

**RESOLVED** that the Chairman of Stotfold Town Council for year 2021/2022 is Councillor Alan Cooper.

### **76/21 DECLARATION OF ACCEPTANCE OF OFFICE**

Due to the virtual nature of this meeting, members considered deferring the signing of the Declaration of Acceptance of Office for the role of Chairman of Stotfold Town Council to the next available meeting of the council (Local Government Act 1972 Section 83 (4) (c)).

**RESOLVED** that the Chairman will sign the Declaration of Acceptance of Office for the role at the next available meeting of the council.

### **77/21 ELECTION OF VICE-CHAIRMAN**

Nominations were requested for the position of Vice-Chairman of Stotfold Town Council, who will also take the role of Deputy Mayor of Stotfold.

Councillor Collier was proposed and seconded, and it was:

**RESOLVED** that the Vice-Chairman of Stotfold Town Council for year 2021/2022 is Councillor Brian Collier, and his signing of the Declaration of Acceptance of Office for the role will take place at the next available meeting of the council.

### **78/21 APOLOGIES FOR ABSENCE**

There were none as all members were present.

### **79/21 DISCLOSURE OF MEMBERS INTERESTS AND DISPENSATIONS**

There were no declarations of interests in respect of items on the agenda, and no requests for dispensations. Members were 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.

## **80/21 ADOPTION OF STANDING ORDERS AND FINANCIAL REGULATIONS**

Members were previously provided with a copy of the Council's Standing Orders and Financial Regulations. Both documents had been reviewed in November 2020.

**RESOLVED** that the Council's Standing Orders and Financial Regulations are adopted, as reviewed in November 2020.

## **81/21 COMMITTEES, SUB-COMMITTEES, WORKING PARTIES & STEERING GROUPS**

**RESOLVED** that this Council shall have the following Standing Committees with number of members as follows:

- Recreation Grounds, Public Lands & Lighting – 10 members
- Cemetery Management – 8 members
- Buildings Management – 8 members
- Planning Management – 10 members
- Town Strategy – 8 members
- Establishment – between 7 and 9 members (consisting of Chairman and Vice-Chairman of Council, and Chairmen of each committee)

And working parties, sub-committees and steering groups:

- Town Plan Implementation Group (working party) – up to 12 members, at least 2 of which must be council members
- Etonbury Green Wheel (working party) – 8 or more members, 2 of which must be from the Recreation Grounds, Public Lands & Lighting Committee
- Stotfold Christmas lights – 2 council members plus residents/businesses (chairman shall be a council member)
- Stotfold Neighbourhood Plan Steering Group – 10 members, up to 4 of which shall be council members (chairman shall be a council member)
- Arlesey Road Task & Finish Group – 4 members

And that the terms of reference for each Standing Committee, as recently reviewed, are adopted. Within the Town Plan Implementation Group Terms of Reference document, any reference to Town Enhancement Committee is to be replaced with Town Strategy Committee, as this has now replaced the former Town Enhancement Committee.

## **82/21 FORMATION OF COMMITTEE MEMBERSHIP AND ELECTION OF COMMITTEE CHAIRMEN & VICE-CHAIRMEN – TO INCLUDE SUB-COMMITTEES, WORKING PARTIES AND STEERING GROUPS**

**RESOLVED** that councillor committee membership and chairmen and vice-chairmen thereof is as follows:

### Recreation Grounds, Public Lands & Lighting Committee

This year, there will be 11 members

S Buck, Mrs A Clarey, B Collier, A Cooper, Mrs M Cooper, S Hayes, J Hyde, C Phelps, G Russell, B Saunders, J Talbot

Chairman – Councillor Mrs M Cooper

Vice-Chairman – Councillor S Hayes

Cemetery Management Committee

B Collier, A Cooper, Mrs M Cooper, S Dhaliwal, Mrs J Hyde

Chairman – B Collier

Vice-Chairman – Mrs J Hyde

Buildings Management Committee

Mrs A Clarey, B Collier, A Cooper, Mrs M Cooper, S Dhaliwal, S Hayes, D

Matthews, J Talbot

Chairman – S Hayes

Vice-Chairman – D Matthews

Planning Committee

S Buck, B Collier, A Cooper, Mrs M Cooper, S Dhaliwal, S Hayes, D Matthews,

C Phelps, G Russell

Chairman – B Collier

Vice-Chairman – A Cooper

Town Strategy

Mrs A Clarey, B Collier, A Cooper, Mrs M Cooper, S Dhaliwal, S Hayes, C

Phelps

Chairman – Mrs A Clarey

Vice-Chairman – B Collier

Establishment

Mrs A Clarey, B Collier, A Cooper, Mrs M Cooper, S Hayes, Mrs J Hyde, D

Matthews

Chairman – A Cooper

Vice-Chairman – B Collier

Town Plan Implementation Group

Mrs A Clarey, C Phelps, J Talbot

Etonbury Green Wheel

Mrs A Clarey, B Collier, (C Phelps as substitute)

Stotfold Christmas Lights

A Cooper, S Dhaliwal

Chairman – A Cooper

Stotfold Neighbourhood Plan Steering Group

S Buck, B Collier, J Talbot (G Russell as a substitute)

Chairman – S Buck

Arlesey Road Task & Finish Group

B Collier, A Cooper, S Hayes, B Saunders

Chairman – A Cooper

**83/21 MEETINGS SCHEDULE FOR ORDINARY AND COMMITTEE MEETINGS  
2021-2022**

**RESOLVED** that the meetings schedule for ordinary council and committee meetings for the period May 2021 to April 2022 is adopted. Noting that

meetings may be subject to cancellation or postponement if there are no items for the agenda, the meeting will be inquorate or for other reasons determined by council or relevant committee.

#### **84/21 APPOINTMENT OF MEMBER OR NOMINATED REPRESENTATIVES ON OUTSIDE BODIES**

**RESOLVED** that members are nominated or confirmed as representatives (where role continues) on the following outside bodies:

Community Governor for St Mary's Academy  
Councillor Mrs A Clarey

Community Governor for Roecroft Lower School  
At this time, we are not able to put forward a nomination for this role.

Community Governor for Etonbury Academy  
Councillor Glen Russell

Stotfold Football Club Committee  
Councillors A Cooper, S Dhaliwal (D Matthews as substitute)

Mossman Management Committee  
Councillor B Saunders

Stotfold Bowls Club Committee  
Councillor Mrs M Cooper

Stotfold Scouts Committee  
Councillor J Talbot

Stotfold Chamber of Trade  
Councillor B Collier

Trustees of Eleemosynary Charity of William Field  
Councillors S Hayes and H Pickering will continue to be the Town Council's representatives on the Eleemosynary Charity of William Field, as per their terms of office (Councillor Mrs J Hyde is the Chairman of the Charity, in her capacity as Church Warden)

Bedfordshire Association of Town & Parish Councils  
Councillors J Talbot and A Cooper

#### **85/21 APPOINTMENT OF MEMBER REPRESENTATIVES TO SERVE THE COUNCIL**

**RESOLVED** that the following appointments of member representatives to serve the council are made:

Tree Warden  
Councillor Mrs M Cooper

Highways representative  
Councillor G Russell

Bedfordshire Police & Priority Setting  
Councillors G Russell and J Talbot

Stotfold Community Safety Plan Group  
Councillors S Buck and J Talbot

## 86/21 AUTHORISED REGULAR/ANNUAL PAYMENTS

Members considered the list of payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation – to include subscriptions and memberships.

**RESOLVED** that all regular/annual payments as detailed on the list below are paid:

<b>Operating costs</b>	<b>£</b>
Landscape Contract	74045.00
Handyman Contract	43001.00
Handyman extra clean Brook street toilet	6000.00
Street Lighting Contract- quarterly inspection (work not included)	1760.00
Central Beds Council – Brook Street Car Park Non-Domestic Rates	1060.00
Central Beds Council – Brook Street Toilets Non-Domestic Rates	479.00
Central Beds Council – Memorial Hall Non-Domestic Rates	4790.40
Central Beds Council – Part Simpson Centre Non-Domestic Rates	2994.00
Central Beds Council – Part Simpson Centre Non-Domestic Rates	5489.00
Central Beds Council – Cemetery Non-Domestic Rates	5207.00
Central Beds Council – GAC	13223.00
ROSPA – annual play inspection	425.00
Bugs N Things – allotment pest control	505.00
Bugs N Things – cemetery pest control	455.00
Danfo – servicing Brook Street Toilets	1,200.00
PHS Sanitary bin charge – Greenacre Centre & Memorial Hall	1594.00
PRS – music licence GAC & Memorial Hall	1200.00
River Ivel Drainage Board – riparian costs	8.00
Cawleys – bin/skip hire GAC & Memorial Hall	5086.00
Chubb – fire alarm/extinguisher service Memorial Hall & Simpson Centre	1008.00
Watercooler Direct – X2 watercoolers @ GAC	272.00
TJ Fire – fire alarm/extinguisher service Greenacre Centre	120.00
Amthal – intruder alarm service & monitoring Simpson Centre	400.00
ACE Security – Intruder alarm maintenance, monitoring and CCTV	726.00
ACE Security – intruder and CCTV Greenacre Centre	726.00
Ambivent Facilities – heating & BMS contract Greenacre Centre	2,326.00
Legacy Cleaning contract Greenacre Centre	10716.00
Wadys – fire alarm maintenance – GAC	420.00
Reactive doors- GAC powered door contract	235.00
<b>Administration costs</b>	<b>£</b>
Stotfold News – advertising	2,994.00
Pitney Bowes – franking machine rental	144.00
IBT – office telephone and internet fee	1728.00

British Telecom – office 365 & web fee	76.00
EE – Wok mobile	730.00
Virgin – work mobile	84.00
RBS – Cemetery package support	285.00
RBS – Booking package support	285.00
RBS - Omega financial package support	648.00
RBS – Allotments package support	165.00
RES – Annual financial year shutdown	560.00
SAGE salaries software	300.00
Zurich – insurance policy	8444.00
ICO – data protection register	35.00
PWLB – loan repayments	8365.00
Assign IT – computer support	5530.00
Copycare – photocopier maintenance	1,109.84
Annual External & Internal Audit (BDO/Mazars & J Betts)	1,500.00
Staff salaries x10 (gross)	3,1679.00
Employers NI contributions	9,312.00
Pensions contributions	29,796.00
Worldpay – card machine transaction fee	264.00
<b>Subscriptions</b>	<b>£</b>
CPRE (Campaign to Protect Rural England)	36.00
Woodland Trust	36.00
The Wildlife Trust	36.00
Open Spaces	45.00
National Society of Allotment & Leisure Gardeners	55.00
BABUS (Bedford Area Bus Users Society)	12.00
ICCM (Institute of Cemeteries & Crematorium Management)	95.00
BATPC (Bedfordshire Association of Town & Parish Councils)	1,652.00
SLCC (Society of Local Council Clerks) membership x2	602.00

#### **87/21 APPOINTMENT OF BANK SIGNATORIES**

**RESOLVED** that signatories to bank accounts held by the council are as follows:

Unity Trust Bank – Councillors B Collier, A Cooper, Mrs J Hyde, B Saunders and the Town Clerk

Barclays Bank – Councillors B Collier, B Saunders, Mrs J Hyde and the Town Clerk

#### **88/21 INTERNAL AUDITOR**

Members were asked to confirm that Mrs Julie Betts continues in the role as the Town Council’s Internal Auditor for 2021/2022. The Clerk has undertaken checks to ensure that Mrs Betts is competent and suitable to carry out the role. Mrs Betts’ fee is £250 for half-year audits.

**RESOLVED** that Mrs Julie Betts is appointed as the council’s Internal Auditor for 2021/2022.

#### **89/21 COUNCIL POLICIES**

**RESOLVED** that the council’s policy documents, and their relevant review dates (accessible to members via the council’s Google Drive and website) are noted.

As per Standing Order 6 (j) xvi, xvii, xviii, xix, following review of the council's complaints procedure, press policy, and policies and procedures relating to employment and obligations under freedom of information and data protection legislation, these were also noted and adopted.

#### **90/21 ASSET REGISTER**

Members were previously provided with a copy of the council's Asset Register. This document had been reviewed in November 2020.

**RESOLVED** that the council's Asset Register is adopted, as reviewed in November 2020.

#### **91/21 INSURANCE COVER**

Members were previously provided with a copy of the council's insurance cover review, which had been reviewed in November 2020 (min 129/20).

**RESOLVED** that the council's insurance cover in respect of all insurable risks, is adequate, as per review carried out in November 2020.

#### **92/21 COUNCILLOR ATTENDANCE RECORD**

Members **noted** the councillor attendance record for the 2020/2021 civic year for information. It was also noted that attendance during this period, compared to the previous year, had increased. This is likely due to ease of attendance at virtual meetings, rather than face-to-face meetings.

#### **93/21 MAYOR'S ANNOUNCEMENTS & CIVIC ATTENDANCE**

##### Civic attendance

16<sup>th</sup> April – County of Bedfordshire service of Thanksgiving for HRH The Prince Phillip, the Duke of Edinburgh – Bedford – Attended

#### **94/21 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES**

None present.

#### **95/21 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

##### Correspondence

- Newsletter - Office of Police & Crime Commissioner
- Central Bedfordshire Council – Welcome Back Fund.

This is a fund of £6,000 allocated to Stotfold for projects or activities to encourage shoppers and employees to return in a safe way, and ensuring economic activity returns as quickly as possible. The deadline is towards the end of this month. Members were provided with a copy of the application form template, plus guidance notes outlining the criteria. Members were asked to feed ideas through to the Clerk within the next week

**RESOLVED** that a delegated decision is taken by the Clerk, on projects or activities to be included in our application from ideas supplied by members and which fit the required criteria, and an application is submitted in time for the deadline.

## 96/21 COUNCIL MINUTES

Members were asked to note and sign as a correct record, the minutes of the council meeting held on Wednesday 7<sup>th</sup> April 2021.

**RESOLVED** that the minutes of the council meeting held on Wednesday 7<sup>th</sup> April 2021 be taken as read and confirmed and signed as a correct record.

## 97/21 VIRTUAL MEETINGS LEGISLATION AND PREPARING FOR RETURN TO FACE-TO-FACE MEETINGS

Members considered a report from the Clerk:

### High Court delivers judgement on remote meetings

It has been announced that the High Court has ruled against Lawyers in Local Government (LLG), Association of Democratic Services Officers (ADSO) and Hertfordshire County Council and their bid to enable local councils to continue meeting remotely.

The court concluded that:

*“... the Secretary of State was correct in November 2016 and July 2019 to say that primary legislation would be required to allow local authority “meetings” under the 1972 Act to take place remotely. In our view, once the Flexibility Regulations cease to apply, such meetings must take place at a single, specified geographical location; attending a meeting at such a location means physically going to it; and being “present” at such a meeting involves physical presence at that location. We recognise that there are powerful arguments in favour of permitting remote meetings. But, as the consultation documents show, there are also arguments against doing so. The decision whether to permit some or all local authority meetings to be conducted remotely, and if so, how, and subject to what safeguards, involves difficult policy choices on which there is likely to be a range of competing views. These choices have been made legislatively for Scotland by the Scottish Parliament and for Wales by the Senedd. In England, they are for Parliament, not the courts”.*

[The judgement can be viewed here.](#)

[The Society of Local Council Clerks \(SLCC\) has issued a statement:](#)

“SLCC Chief Executive, Rob Smith, said: This is a huge disappointment for local councils. The ability to meet remotely has seen a significant increase in public engagement and awareness of the important work carried out by this tier of local government and it is a shame that on a purely logistical level, legitimate concerns of officers and councillors are not being taken into account.”

[The National Association of Local Councils \(NALC\), has issued a statement:](#)

“Sue Baxter, chair of the National Association of Local Councils (NALC), said: I am extremely disappointed that the application to the High Court regarding remote meetings has been dismissed. All councils must now return to holding physical meetings from 7 May. This includes around 2,000 local (parish and town) councils with elections who must hold an annual meeting in May following those elections. Such physical meetings, to which all members of the public are



entitled to attend, will result in both a health risk given the current pandemic and significant additional costs incurred by councils in securing suitable venues which allow social distancing and other safety measures.

Over the last year, the ability to hold remote meetings has delivered extensive benefits including leading to increased participation and engagement by members of the public with their most local council and the decisions they make about their local areas from tackling climate change to improving health and well being and the provision of highly valued local services.

Given the government's apparent support for allowing remote meetings, including their evidence to the Court Hearing, I am appealing to ministers to pull out all the stops over the coming days and weeks to introduce the necessary primary legislation. The Scottish and Welsh Governments have already passed legislation to allow for remote meetings and I urge the Government to follow their lead."

#### **Council's previous decision – 7<sup>th</sup> April 2021**

In the case of there being no positive change to legislation enabling virtual meetings, there will be no meetings from 7<sup>th</sup> May, and subject to the Government's agreement to bringing in Step 4, after 21<sup>st</sup> June, but before 30<sup>th</sup> June (audit deadline), a full council meeting is held face to face, with limited numbers if required (subject to quorum), in order to approve the Council Annual Return for audit.

The April council meeting also discussed concerns about risk to those attending face to face meetings whilst the nationwide vaccination process is still underway and possible future new waves of Coronavirus, and resolved that consideration will be given at this May council meeting as to whether virtual meetings will continue, or whether meetings are held off until after the August 'sabbatical'.

Members considered options, which included meeting virtually, holding off meetings until after August sabbatical (as previously agreed), temporary delegation of responsibilities to the Clerk to enable continuation of council's activities.

Members considered a proposal from the Clerk, together with timeline:

#### **May**

No further meetings in May – delegated decisions by Clerk, committee/council chairman and vice-chairman as appropriate

#### **June**

No meetings in June, until after 21<sup>st</sup> – one council meeting to be held to approve council's annual accounts, and to consider any urgent matters whether council or committee related. Thereafter, delegated decisions by Clerk, committee/council chairman/vice-chairman as appropriate

#### **July**

No meetings in July - delegated decisions by Clerk, committee/council chairman/vice-chairman as appropriate

## August

August is our usual 'sabbatical' with no meetings held

## September

Return to face-to-face meetings - subject to satisfactory risk assessment and any appropriate measures, Government restrictions, etc

**RESOLVED** that no further meetings are held until September, with the exception of a face-to-face council meeting after 21<sup>st</sup> June but before 30<sup>th</sup> June, to consider and approve the Annual Return. The Clerk is given temporary delegated decision making responsibility until meetings resume in September. She is to consult the Chairman and Vice-Chairman of Council, plus the relevant Chairman and Vice-Chairman of Committee depending on the topic. When these are the same people, or the Clerk is unable to contact the four members, a minimum of two members must be consulted before making a decision. Decisions made under this temporary responsibility are to be logged and reported to members monthly.

For note, as a reminder to members, the Government is 'seeking views on the use of the current arrangements which have allowed local authorities to hold meetings remotely or in a hybrid format during the coronavirus pandemic'. Consultation closes 17<sup>th</sup> June 2021.

<https://www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence/local-authority-remote-meetings-call-for-evidence>

### **98/21 DRAFT 1 YEAR ACTION PLAN – APRIL 2021 TO MARCH 2022**

Members considered the review of actions taken on the plan ending March 2021, together with a draft 1 Year Action Plan for period April 2021 to March 2022.

**RESOLVED** that the review of the plan for period April 2020 to March 2021 is noted, and that the 1 Year Draft Action Plan for period April 2021 to March 2022 is adopted.

### **99/21 YOUTH ENGAGEMENT**

Councillors Russell and Buck outlined their recent discussions with the Chairman about what could be done to re-engage the youth of the town.

Given the growth of the town, there is limited provision for 12 to 16 year olds do after school – there is very in terms of keeping them active. When they do congregate because there is nowhere else to go, they are seen as loutish and causing trouble, even though they may just be there hanging out with mates.

Councillor Buck explained previous experience in his former parish council where they planned to refurbish a MUGA. Rather than the council taking the decision themselves, they involved the end users and asked them what they would like to see there, because what was previously put there was vandalised and not used properly. The view is that if they have some ownership because they have participated in directing the conversation and then the end result, the likelihood is that they will have more ownership and will see the facility as theirs and ultimately look after it and admonish those who may try to destroy it.

Councillors Russell and Buck considered where could we do something similar and concluded that the MUGA at Riverside Playing Field would be ideal. This facility has a tennis court, five-a-side pitch, basketball hoops and a storage container. At the weekends the area is very busy, with young families and teenagers. In that part of the town, there is nowhere for a young person to purchase drinks or food, unless they walk to the One Stop shop on Regent Street – perhaps a café could be introduced to provide drinks, sandwiches, sweets, etc. Our young residents already visit this area, and this provision might make them stay a little longer and spend some money. It also demonstrates that we are thinking about them, rather than just making decisions for adults and not considering the younger elements. With regard to play equipment, the Riverside Playing Field items are dated, and compare poorly with the newly installed equipment on the adjacent Taylors Road development. The surface of the MUGA is very poor, particularly on the tennis court side and could be judged as dangerous.

Councillors Buck and Russell would like to start to engage with our local young residents and last week, started a conversation with pupils at Etonbury Academy see if they would be interested in contributing to the Neighbourhood Plan process. Whilst there, students were keen to use their student voice to influence the council. Councillors Buck and Russell would like to meet with our younger residents to ask the question “what would you like to see at Riverside Playing Field”. We would provide a caveat in terms of a budget, and from that we would up with some ideas, and then ask the young people to decide.

Members discussed further, including the view that the council was supportive of the aim to involve the young people of the town in forward planning decisions, and that in past years, provision has been made for young people following consultation with them. For example, the youth shelter at Riverside Playing Field was not a Town Council initiative but was led by Nicola King of Grand Union Housing, with the young residents applying for finance and planning permission, which gave them ‘ownership’ of the shelter. The skate park at the same site was also the result of youth engagement. Members felt that although following the initial installation of an item the young people did have ownership, but the next generation did not necessarily have that same feeling.

In previous years, school representatives from Etonbury Academy attended one of our council meetings, and initially seemed very keen to return to voice the opinion of our young residents to the council, but this did not progress.

It was felt that visiting schools instead would be more productive, with our council members attending their school council meetings to listen to their comments and ideas, and value those views, so that these can be taken into our forward planning.

Members were aware that although we may be able to take on board comments and ideas from our young residents, we may not always be able to accommodate. For example, if a potential project was to be funded by Section 106 money, this has to be spent under certain criteria, which may not fit with the ideas of the young people.

Where projects might be funded by other means, this may require almost full-time work to source sufficient funds to ensure that the minimum of council funds is used.

This is a great opportunity and time to consult with our young residents to find out what they feel about their town, and what we can do to help improve it for them and generations of young people to come. We have a fantastic opportunity with the site at Riverside Playing Field, which has very little of interest for our young residents and needs updating and refurbishment.

The idea of the pop-up shop/café was so that the young people could help fund it, they could contribute to accumulate funds to help enhance their environments.

Central Beds Councillor Dixon offered to attend school engagement visits as he would be happy to help the town council engage with our young residents, particularly through his past role as Portfolio Holder for Children's Services.

**RESOLVED** that more positive action is taken to engage with our young residents and that Councillors Russell and Buck investigate a project to develop Riverside Playing Field and its MUGA, within a budget of S106 funds allocated for this purpose. They are to engage with all residents, including our young residents through visits to the local schools.

Councillor Cooper abstained from voting.

#### **100/21 EXECUTIVE ACTION – BT PAYPHONE, NORTON ROAD/BALDOCK ROAD**

Members considered executive action taken by the Clerk in consultation with the Chairman to return the following comment to Central Beds Council, due to short timescales available:

“Stotfold Town Council does not agree with the proposed removal of the BT payphone situated at the junction of Norton Road/Baldock Road in Stotfold (01462730377 - JCN NORTON RD PCO1 BALDOCK ROAD STOTFOLD HITCHIN)”

BT have informed Central Beds Council of their proposals to remove 2 payphones, one in Dunstable and one in Stotfold. BT have not proposed to remove these particular payphones before now.

OFCOM require that Central Beds Council consults with the two Town Councils to arrive at a First Decision. Following this process, a public consultation will be held locally, and a Second (and final) Decision will be made. The Director for Place and Communities in consultation with the Executive Member for Community Services have been delegated by Central Beds Council Executive to make the final decision.

**RESOLVED** that the executive action taken by the Clerk, in consultation with the Chairman, to return the above comments to the consultation, is approved.

#### **101/21 EV CHARGEPOINT LOCATIONS**

Central Beds Council has launched a campaign for residents to suggest potential on-street electric vehicle (EV) charge point locations. The following,

including survey link has been shared on the Town Council's website and Facebook page.

“As part of our commitment to reduce carbon emissions across the region, residents can now outline their views via an online survey regarding the future installation of EV charge points. This includes preference on the type of EV charging facility, preferred method of payment, and the use of ‘charging hub’ car parks that feature multiple EV parking bays.

We will use the information to help us make decisions on increasing the geographical spread and availability of charge points across our patch, focusing on public car parks and facilities such as leisure centres.

Residents can visit [EV Charging Register \(centralbedfordshire.gov.uk\)](https://centralbedfordshire.gov.uk) to fill out the survey”.

Members considered possible locations within the town:

**RESOLVED** that the town council would be willing to look at potential EV Charging Points in our car parks, perhaps The Greenacre Centre car park and Brook Street car park; payment methods via cards or telephone. These suggestions are to be put to Central Bedfordshire Council.

Members were also encouraged to complete the survey as residents.

## 102/21 REPORTS

### a) Central Beds Council Ward Member Report

#### Councillor B Saunders

- Central Beds Council is holding their AGM face to face next Thursday, with a number of rules including having home Lateral Flow Tests two or three days before and on the day of the meeting.
- Restart Business Grants are now available for local businesses.
- Another Community Assets Grant is about to start, for up to £25,000 to improve or provide new community infrastructure. Matched funded to cover 50% of the total cost. Deadline is 1<sup>st</sup> July.
- Another Ward Member grant is also about to start; £1,000 for matched funding, and £1,000 for unmatched small grants.
- There are two current consultations, one is regarding electric vehicle charging points already discussed, and the other is on Schools for the Future for SEND, which finishes on 8<sup>th</sup> July.

### b) Member and Nominated Representatives on Outside Bodies

St Mary's Church of England Academy – Community Governor, Councillor Mrs A Clarey:

- With all pupils back in school, St Mary's has a degree of normality about it. The sound of African drums have echoed around the corridors as Year 3 engage in their music lessons, and everyone is looking forward to creative arts week.

- School clubs have restarted with tennis, gymnastics, Spanish and multi sports on offer.
- Parent consultations, via zoom, have taken place, with a large amount of success. Some families have opted to have a telephone appointment.
- A collision involving two vehicles took place outside the school this week. An off-duty police officer took charge of the scene, and fortunately no-one was hurt. Traffic Enforcement Officers have visited the school. Despite this, people continue to park and drive inconsiderately.

#### Town Plan Implementation Group – Councillor Mrs Anne Clarey

- The Stotfold Good Neighbour Group have carried out 106 activities over the last four weeks.
- 13 volunteers have helped 66 clients, with amongst other things 38 pharmacy collections, 29 health transports and 17 for second Covid vaccinations – 11 of these took place at Shefford Health Centre on Saturday 17<sup>th</sup> and we became worryingly short of cars and drivers on that occasion.
- June will hopefully see the start of the chair-based exercises and our AGM.
- We have recently recruited one more volunteer but would value more help.

#### Etonbury Green Wheel

- The stakeholders group will hold a virtual meeting on Friday 11<sup>th</sup> June. It will be good to update on work carried out since our last meeting in November 2020, and to look at future plans. I have a list of ideas and tasks to be carried out, as mentioned at Stotfold Town Council meetings, which will reference the Green Wheel, but if anyone has any ideas or suggestions, please contact me before 11<sup>th</sup> June.

### **103/21 ACCOUNTS**

- a) Members considered the Expenditure Report for approval for May 2021 and the income received during April 2021 in the Income Report.

**RESOLVED** that all payments on the Expenditure Report are approved and are to be paid, and the Income Report be noted.

- b) Members considered the monthly committee budget report and bank balances as at end April 2021.

**RESOLVED** that the monthly committee budget reports and bank balances for month end April 2021 are noted.

As the meeting was nearing the maximum 2 hour time limit, as per Standing Orders, members considered extending the meeting for up to 15 minutes to allow the meeting to complete the rest of the business on the agenda. **PASSED BY MEMBERS**

Central Beds Councillor Dixon left the meeting at this point.

**104/21 RECREATION GROUNDS, PUBLIC LANDS & LIGHTING COMMITTEE – 14<sup>TH</sup> APRIL 2021**

Members of the Recreation Grounds, Public Lands & Lighting Committee confirmed that the minutes of their meeting held on 14<sup>th</sup> April 2021 are a correct record. There were no recommendations from the committee. The minutes were noted by council.

**105/21 PLANNING COMMITTEE – 14<sup>TH</sup> APRIL 2021**

Members of the Planning Committee confirmed that the minutes of their meeting held on 14<sup>th</sup> April 2021 are a correct record. There were no recommendations from the committee. The minutes were noted by council.

**106/21 PLANNING COMMITTEE – 15<sup>TH</sup> APRIL 2021**

Members of the Planning Committee confirmed that the minutes of their meeting held on 15<sup>th</sup> April 2021 are a correct record. There were no recommendations from the committee. The minutes were noted by council.

**107/21 PLANNING COMMITTEE – 28<sup>TH</sup> APRIL 2021**

Members of the Planning Committee confirmed that the minutes of their meeting held on 28<sup>th</sup> April 2021 are a correct record. There were no recommendations from the committee. The minutes were noted by council.

**108/21 CEMETERY MANAGEMENT COMMITTEE – 28<sup>TH</sup> APRIL 2021**

Members of the Cemetery Management Committee confirmed that the minutes of their meeting held on 28<sup>th</sup> April 2021 are a correct record. There were no recommendations from the committee. The minutes were noted by council.

**109/21 ESTABLISHMENT COMMITTEE – 28<sup>TH</sup> APRIL 2021**

Members of the Buildings Management Committee confirmed that the minutes of their meeting held on 28<sup>th</sup> April 2021 are a correct record. Members considered recommendation contained within minute 21/21:

<b>Organisation</b>	<b>Purpose of Grant</b>	<b>Amount Awarded</b>
Pix Gymnastics	Purchase safety crash mat and sectional vaulting table	£1,244.95
Respite at Home	To fund advertising for their service	£600.00
Larkfield Medical Practice	To purchase Doppler machine for the surgery	£3,000

**FURTHER RECOMMENDED** that the application from Country Days Ltd for £1000 to run 2 courses during the year was turned down. The Committee noted that they are based on the far side of Bedford and whilst they claim to have children attending from Stotfold, the committee felt money should be directed to more local charities to benefit the whole of Stotfold.

The recommendations were **RESOLVED** and the minutes were noted by council.

**110/21 QUESTIONS FROM ELECTORS ON ITEMS ARISING FROM THE MEETING**

There were none.

### **111/21 ITEMS FOR INFORMATION PURPOSES ONLY**

A member asked for an update on the installation dates for the public art on Greenacre Park. The installation was originally intended to be end April/beginning of May, but the artist has been waiting for confirmation from the developers that their risk assessment, method statement and site plan is satisfactory before proceeding with installation. The stonework will be brought in by heavy lorry and placed in a compound, for transfer to a lighter vehicle to drive over the grass to the installation point.

There being no further business, the meeting was closed at 9.04pm.

**MINUTES APPROVED (date):**

**SIGNED BY CHAIRMAN:**