

**MINUTES OF A MEETING OF STOTFOLD TOWN COUNCIL HELD ON WEDNESDAY 6<sup>TH</sup> MARCH 2019 AT 7.00PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD**

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Councillors present: A Cooper (Chairman)

Mrs S Bundock	Mrs A Clarey
B Collier	Mrs M Cooper
S Dhaliwal	S Hayes
Mrs J Hyde	D Matthews
C Phelps	H Pickering
B Saunders (& CBC Cllr)	Ms B Sowinska

Also present: Central Beds Councillor S Dixon and the Town Clerk – Mrs K Elliott-Turner

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**44/19 MAYOR’S ANNOUNCEMENTS & CIVIC ATTENDANCE**

**Attendances**

8<sup>th</sup> February – Mayor of Leighton- Linslade Quiz Night – Declined  
8<sup>th</sup> February – NHDC Civic Dinner and Award Ceremony – Attended  
9<sup>th</sup> February – Houghton Regis Valentines Bingo - Declined  
17<sup>th</sup> February – Stotfold Civic Service St Marys Church – Attended  
22<sup>nd</sup> February – Stotfold Girlguiding World Thinking Day - Attended  
24<sup>th</sup> February – Leighton-Linslade Civic Service – Attended

**Future events**

5<sup>th</sup> March – Houghton Regis Pancake Race – Declined  
10<sup>th</sup> March – Chairman’s Civic Service Woburn – Accepted  
17<sup>th</sup> March – Biggleswade Town Mayor Civic Service -TBC  
20<sup>th</sup> March – Houghton Regis Charity Dinner at Go Houghton – Declined  
24<sup>th</sup> March – Dunstable Town Council Civic Service- TBC  
30<sup>th</sup> March – Mayor of Leighton-Linslade Spring Fayre - Declined

**45/19 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA**

There were none. 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.

**46/19 APOLOGIES FOR ABSENCE FROM TOWN COUNCIL MEMBERS**

Apologies for absence were received from Councillor Talbot.

**47/19 ORAL QUESTIONS FROM ELECTORS**

None present.

**48/19 TO NOTE AND SIGN AS A CORRECT RECORD – MINUTES OF THE COUNCIL MEETING HELD ON WEDNESDAY 6<sup>TH</sup> FEBRUARY 2019**

**RESOLVED** that the minutes of the Council meeting held on Wednesday 6<sup>th</sup> February 2019 be taken as read and confirmed and signed as a correct record.

#### **49/19 CLERK'S REPORT & MATTERS ARISING FOR INFORMATION**

Dates reminder:

7<sup>th</sup> March Annual Town Meeting, 7.30pm, Greenacre Centre

11<sup>th</sup> March Commonwealth Day flag raising ceremony, 10am, Greenacre Centre

#### **50/19 CORRESPONDENCE RECEIVED FOR INFORMATION**

- copy of Bedfordshire Bugle March 2019 was previously circulated to Members
- copy of email from Councillor Richard Wenham, Deputy Leader & Executive Member for Corporate Resources, Central Beds Council regarding approval of their budget and council tax increase of 1%

#### **51/19 REVIEW FINANCIAL REGULATIONS**

Following a review of the Financial Regulations by the Clerk/RFO, incorporating latest legislation updates, Members considered its adoption.

**RESOLVED** that the revised Financial Regulations March 2019 are adopted.

#### **52/19 REVIEW ASSET REGISTER**

Following a review of the Council's Asset Register by the Clerk/RFO on the basis of the external auditor's suggested procedure, Members considered its adoption.

**RESOLVED** that the updated Asset Register is adopted.

#### **53/19 REVIEW INSURANCE COVER**

Members considered the review of the Council's insurance cover, plus the Clerk's recommended items for further review – seek a valuation for the chain of office, consider number of lighting columns/benches/bus shelters covered by the policy and whether all need to be covered in the event of a one-off claim, increase contents cover for Greenacre Centre in light of the asset register review.

**RESOLVED** that the Clerk's recommendations are actioned, and the review of the Council's insurance cover is noted. An update on actions taken is to be provided.

#### **54/19 COMMITTEE RESPONSIBILITY – FOOTBALL CLUB BUILDING AND TENANCY, ARLESEY ROAD**

Members were asked to determine which Committee is to have responsibility for the new Football Club building and associated tenancy, and the approx. 20 acres of recreation area at Arlesey Road, including any relevant budget.

Members felt that a clear split between two Committees was obvious – Buildings Committee for the Football Club building and tenancy, and Recreation Grounds, Public Lands & Lighting Committee for the recreation area. Discussions were held regarding joint use areas such as the car park.

**RESOLVED** that the Stotfold Football Club building and all matters associated with the tenancy, including the car park, are the responsibility of the Buildings Management Committee. All matters associated with the recreation ground, toilet block and boundaries are the responsibility of the Recreation Grounds, Public Lands & Lighting Committee.

### **55/19 FOOTBALL CLUB LEASE – REQUEST FOR ADDITIONAL USE**

The Football Club lease for Roker Park restricts use on the site to football – any change to use must be permitted by the Council as landlord.

Members considered the following requests:

- i) to allow StrEAT Feast (market on the green uk) to hold afternoon/evening street market events within Roker Park on the third Friday of each month, April to September inclusive.
- ii) To permit the relocation of the StrEAT Feast markets to Arlesey Road on relocation of the Football Club to the new site.

**RESOLVED** that permission is granted for the StrEAT Feast market to be held as per their requested dates at the Roker Park site. The decision on the request to move the event to the Arlesey Road site on relocation of the Football Club is deferred until a later time. We wish to see how the Roker Park events go, consider matters such as parking, management of the event by the Football Club within their grounds, etc. The Football Club is asked to come back to us with a further request, after they have relocated to the new site, and subject to success of the StrEAT Feast events at Roker Park.

### **56/19 JUST ASK – HEALTHWATCH BUS**

Last year, Council asked for the Just Ask bus to visit Stotfold, unfortunately it was fully booked. They have availability for this year from April to September (except May and late August). They can visit on a weekday or weekend, and they cover health and social care, carers in Beds, housing advice, mental health, diabetic advice, etc. The bus is 21ft x 6.5ft (canopy attached to bus doubles width of bus), tables are also put outside of canopy and so requires a large area. Members considered where the bus might be located on a visit, and whether it should form part of existing events in the town.

It was felt that existing events such as the Mill weekends or Festival Week fete might not be appropriate for the Just Ask – Healthwatch Bus, as these are ‘day out’ type events and are unlikely to produce the sorts of visitors to the bus they are looking for.

**RESOLVED** that the following venues are suggested as possible locations for a visit, at any time to suit: Larksfield Surgery car park (if they are amenable), Co-op car park (if they are amenable), front of Greenacre Centre – either in the layby if available with chairs on our paved area, or in the front car park.

### **57/19 REPORT FROM A CENTRAL BEDS COUNCILLOR ON MATTERS PERTAINING TO STOTFOLD**

Ward Member Brian Saunders gave the following report:

- Local Plan – Central Beds Council has sent further submissions to the Local Plan, which is with the Inspector, on 28<sup>th</sup> January 2019. Hearings on proposals will commence in May this year
- The dates for the next two Town and Parish Council Conferences are 21<sup>st</sup> May and 14<sup>th</sup> November. Topics have not yet been confirmed
- Council Tax bills will be out next week
- Extra money is being provided for tackling crime and antisocial behaviour, with funding for 12 new Community Safety Officers, Neighbourhood Response Officers, each with specific

roles such as graffiti, street drinking, noise and littering. They are looking to start the recruitment process as soon as possible, with officers in place by the end of summer.

Members queried as follows:

- When will the Local Plan be adopted – after the hearing, the Plan will come back to residents for a final say and will then be adopted by autumn at the earliest
- Why is S106 money for Stotfold developments going to Fairfield Parish – it is always a possibility that S106 money can be allocated to an area outside of the development Parish
- It has been reported that RAF Henlow will now stay open until 2023. If this is correct, will towns along the A507 take a further housing hit – RAF Henlow is in the Local Plan for industrial use, housing on the site is minimal, with 500 to 700 houses intended. The site may be segmented into two, with the southern site likely to be housing, and the northern site mainly industrial. It is intended to keep the industrial areas at RAF Henlow which will secure employment for the local area

#### **58/19 REPORT FROM MEMBER AND NOMINATED MEMBERS ON OUTSIDE BODIES**

As Community Governor for Etonbury Academy, Councillor Phelps gave the following report:

- I chaired a Finance Committee meeting, which included information about how Pupil Premium funding is being used
- Year 6 children have been involved in Key Stage 2 'Mock SATs', which was supported by Governors and Rotarians
- All Key Stage 2 children will participate in World Book Day this Thursday
- Year 8 pupils will be making Subject choices for next year and there is a Parent Consultation evening tonight
- Year 9 and 10 pupils are involved in a GCSE Dance Day this week, and there are Year 10 Drama Practical tests next week
- In the run-up to GCSEs, various groups are participating in a Geography trip to Walton on the Naze, Food Preparation and Nutrition assessments and Art and Photography exams

#### **59/19 REPORT, COPIES OF MINUTES AND RECOMMENDATIONS FROM THE TOWN PLAN IMPLEMENTATION GROUP**

As Chairman of the Town Plan Implementation Group, Councillor Mrs Clarey gave the following report:

- Minutes are not yet available for the meeting we had yesterday (5<sup>th</sup> March). However, there are two items discussed that I would like to highlight:
  - i) Display stand of 'leisure time' leaflets in the entrance hall we feel is an excellent addition to the way in which we can communicate with residents
  - ii) It is almost 4 years ago to the day that we had a demonstration at the former Roecroft Lower School playing field. Residents were and still are keen that this green space is preserved for the benefit of the people of Stotfold or used for the school which occupies the rest of the site. A petition with 544 signatures was collected and residents presented this and spoke at the Central Beds full Council meeting on 9<sup>th</sup> April 2015. Can I ask our Central Beds Councillors if any progress is being made on this particular piece of land? A university in Denmark has undertaken research on the value of open space – Stotfold has a lack of green space, and so even if it remained in school use, it will improve community mental health.

The Council Chairman advised that with regard to the former Roecroft Lower School playing field, last year he spoke to the Academy of Central Bedfordshire situated adjacent, and they were very keen to make use of the playing field. They have drawn up a plan of proposed use, which is made up of zoned areas such as an 'outdoor classroom', gardening area, possibly to include a small shop to sell their produce. The Town Council has already given support to such education use. Ward Member Brian Saunders advised that he was in the process of arranging a meeting with the appropriate Assets manager to consider this matter.

**RESOLVED** that a letter is sent to the Academy for Central Bedfordshire to give our strong support to their proposal to ensure the playing field adjacent remains for educational purposes, acknowledging the value of this open space to their pupils and the general mental health of the wider community.

#### **60/19 UPDATE ON PROGRESS OF THE ARLESEY ROAD PROJECT & RELOCATION OF FOOTBALL CLUB**

Members were reminded that the 'turf cutting' ceremony takes place on Thursday 14<sup>th</sup> March. Key people have been invited to the photographed part of the ceremony, with Councillors and other invited people to attend the second part at the Fox & Duck public house from 12pm.

Access to the Arlesey Road site will be restricted from the beginning of April as the contractors will be digging up the car park for sewerage and water pipe works. We may inevitably receive complaints from nearby residents if people start to park on Arlesey Road, although this should only be short-term.

#### **61/19 MONTHLY ACCOUNTS**

- i) Members considered the Expenditure Report giving details of payments to be authorised at this March 2019 meeting and the income received during February 2019 in the Income Report.

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

- ii) Members reviewed the Committee Budget Report and bank balances as at month end February 2019.

**RESOLVED** that the Committee Budget Report and bank balances as at end February 2019 be noted

#### **62/19 PLANNING COMMITTEE**

*13<sup>th</sup> February 2019*

Councillor Cooper asked Members of the Planning Committee to receive the minutes of the meeting held on Wednesday 13<sup>th</sup> February 2019 and confirm as a correct record. The minutes were confirmed as a correct record.

There were no recommendations from the Committee. The minutes were noted by Council.

*27<sup>th</sup> February 2019*

Councillor Cooper asked Members of the Planning Committee to receive the minutes of the meeting held on Wednesday 27<sup>th</sup> February 2019 and confirm as a correct record. The minutes were confirmed as a correct record.

There were no recommendations from the Committee. The minutes were noted by Council.

**63/19 RECREATION GROUNDS, PUBLIC LANDS & LIGHTING COMMITTEE**

Councillor Mrs Cooper asked Members of the Recreation Grounds, Public Lands & Lighting Committee to receive the minutes of the meeting held on Wednesday 13<sup>th</sup> February 2019 and confirm as a correct record. The minutes were confirmed as a correct record.

There were no recommendations from the Committee. The minutes were noted by Council.

**70/19 CEMETERY MANAGEMENT COMMITTEE**

Councillor Collier asked Members of the Cemetery Committee to receive the minutes of the meeting held on Wednesday 27<sup>th</sup> February 2019 and confirm as a correct record. The minutes were confirmed as a correct record.

There were no recommendations from the Committee. The minutes were noted by Council.

**71/19 QUESTIONS FROM ELECTORS ON ITEMS ARISING FROM THE MEETING**

There were none.

**72/19 ITEMS FOR INFORMATION PURPOSES ONLY**

There were none.

There being no further business, the meeting closed at 8.27pm

**CHAIRMAN**

**DATED**