

MINUTES OF THE MEETING OF STOTFOLD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD ON WEDNESDAY 31 JANUARY 2024 AT 7.00PM

Present:

Cllrs S Buck (Chairman), S Hayes (Vice Chairman), L Anderson, J Bendall, S Dhaliwal, J Hyde, J Headington, D Matthews, B Saunders, J Smith, J Talbot, H Wightwick, N. Venneear.

Also present:

Mrs K Woodfine, Central Beds Council Ward Member
E Payne, Town Clerk
1 Member of the Public (virtual)

211/24 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Cooper. It was **RESOLVED** to:

Accept apologies.

212/24 DISCLOSURE OF MEMBERS INTERESTS AND DISPENSATIONS

There were no declarations of interest on any item on this agenda.

213/24 PUBLIC SECTION

There were no questions from Members of the Public.

214/24 CO-OPTION OF TOWN COUNCILLOR

Ms Bryony Woods introduced herself to the meeting. It was **RESOLVED** to:

Co-opt Bryony Woods onto Stotfold Town Council

215/24 MEMBERS ON OTHER AUTHORITIES

Cllr Woodfine made a presentation on the recent developments from CBC and answered any questions from Members.

216/24 COUNCIL MINUTES

Members received the minutes of the meeting held on Wednesday 6 December 2023. It was **RESOLVED** to:

Adopt the minutes as a true record of the meeting.

217/24 MAYORS ANNOUNCEMENTS AND CIVIC ATTENDANCE

The Chairman's engagements were noted by members.

218/24 CLERKS REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Marston Mortaine Parish Council have asked the Town Council if they would support their campaign regarding ID for tidy tips. Members considered the request but felt that they supported the use of ID to confirm that residents lived in the county where they paid their council tax and would not support the petition. It was **RESOLVED** to:

Note the report.

219/24 COMMITTEE MINUTES

219/24.1 Planning Committee – 29 November 2023

The minutes of this committee meeting were received. There were no recommendations. It was **RESOLVED** to:

Note the minutes.

219/24.2 Recreation Grounds, Public Lands and Lighting Committee – 13 December 2023

The minutes of this committee meeting were received. There were no recommendations. It was **RESOLVED** to:

Note the minutes.

219/24.3 Establishment Committee – 20 December 2024

The minutes of this committee meeting were received. There were the following recommendations:

- a) The Council adopts the Interim Internal Audit for 2023-24
- b) Standing Orders and Financial Regulations are adopted.
- c) The Co-Option Policy is adopted.

There being no other recommendations, it was **RESOLVED** to:

Adopt the recommendations and note the minutes.

219/24.4 Town Strategy Committee – 10 January 2024

The minutes of this committee were received. It was **RESOLVED** to:

Note the minutes.

219/24.5 Cemetery Committee – 17 January 2024

The minutes of this committee were received. It was **RESOLVED** to:

Note the minutes.

219/24.6 Building Management– 17 January 2024

The minutes of this committee were received. There was one recommendation to adopt the CCTV Policy.

Adopt the recommendations and note the minutes.

219/24.7 Establishment Committee – 24 January 2024

The minutes of this committee were received. The following recommendations were received.

- a) Dispensations Policy

- b) Training and Development Policy
- c) Flexible Working Policy
- d) Councillor IT Device Usage Policy
- e) Councillor Mileage Claim Policy

It was **RESOLVED** to:

Adopt the recommendations and note the minutes.

220/24 CONFIDENTIAL ITEMS

It was **RESOLVED** to:

Exclude the press and public from the meeting under the Public Bodies (Admissions to Meetings) Act 1960

220/24.1 Staff Resources

Members received a confidential report on staff resources, and it was **RESOLVED** to:

Adopt the recommendations in the report.

The Meeting was reopened to the public and press.

221/24. FINANCE AND RISK MANGEMENT

212/24.1 Budget 2024-25

Members received a report with a proposed budget for 2024-25. It was **RESOLVED** to:

Approve the budget for 2024-25.

212/24.2 Precept 2024-25

Members receive a report with a recommendation to set the precept. It was **RESOLVED** that:

Stotfold Town Council's precept for 2024-25 is set at £913,482.

212/24.2 Expenditure December 2023

Members received the expenditure report for December 2023, and it was **RESOLVED** to:

Approve the expenditure.

212/24.3 Income Report December 2023

Members received the income report for December 2023, and it was **RESOLVED** to:

Note the report.

212/24.3 Review of Income & Expenditure Report and Earmarked Reserves

Members received the income and expenditure and earmarked reserve reports. It was **RESOLVED** to:

Note the report.

213/24. MEMBER REPORTS

213/24.1 Member and Nominated Representatives on Outside Bodies

- a) Cllr Hyde gave a verbal update on the refurbishment of the Roecroft Centre.
- b) Cllr Wightwick gave a verbal update on the Warm Spaces.
- c) A written report was received from Cllr Talbot on Policy Priority Setting Forum.
- d) Cllr Anderson presented a verbal report from St Mary's School.
- e) Cllr Talbot presented a verbal report from Stotfold Scout Group.

214/24 COMMUNITY ENGAGEMENT COMMITTEE

214/24.1 Members were asked to ratify the decision of the Establishment Committee to set up a Community Engagement Committee. It was **RESOLVED** to:

Arrange a Community Engagement Committee

214/24.2 The Terms of Reference for this committee were received and it was **RESOLVED** to:

Ratify the Terms of Reference for the Community Engagement Committee

214/24.3 The membership of the committee was **RESOLVED** as:

Cllrs Sanders, Venneear, Buck, Wightwick, Smith, Talbot, Bendell and Headington

214/24.4 The appointment of the Chair of this committee was deferred to the Committee's first meeting.

215/24. MEMBER'S ITEMS FOR INFORMATION PURPOSES ONLY

There were no items raised.

216/24 WORK PROGRAMME

The work programme was received, and it was **RESOLVED** to:

Note the report.

217/24. DATE OF NEXT MEETING

Wednesday 6 March 2024.

There being no further business, the meeting was closed at 1948.

SIGNED BY CHAIRMAN: _____

MINUTES APPROVED (date): _____