



**MINUTES OF THE MEETING OF STOTFOLD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD ON WEDNESDAY 26<sup>th</sup> JUNE 2024 AT 19:00**

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Present:

Cllr S Buck (Chairperson), Cllr S Hayes (Vice Chairperson), Cllr J Bendell, Cllr L Anderson, Cllr J Bendell, Cllr M Cooper, Cllr S Dhaliwal, Cllr J Headington, Cllr J Hyde, Cllr D Matthews, Cllr N Venneear.

Also present:

Cllr K Woodfine & Cllr H Wightwick - CBC Ward Councillor  
E. Payne - Town Clerk  
S. van der Merwe – Democratic Services Manager  
A. Leadbeater – Public Realm & Facilities Manager

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**275/24 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Saunders, Talbot and Woods. It was **RESOLVED** to:

***Accept apologies.***

**276/24 DISCLOSURE OF MEMBERS' INTERESTS AND DISPENSATIONS**

Cllrs Hayes and Hyde had submitted Items of Dispensation for their roles as Trustees of the Eleemosynary Charity that is the owner of the Common Road Allotments. It was **RESOLVED** to:

***Approve the dispensations for Cllrs Hyde and Hayes for the period until May 2027.***

**277/24 CO-OPTION OF TOWN COUNCILLOR**

Members received a co-option application for the vacant position at a Town Councillor. It was **RESOLVED** to co-opt Mrs Lisa J Miller as a Stotfold Town Council Member.

***Standing Orders were suspended whilst the Public Section was opened.***

**278/24 PUBLIC SECTION**

There were no questions from Members of the Public.

**279/24 MEMBERS ON OTHER AUTHORITIES**

Cllr Kathryn Woodfine updated Members on the impact that elections are having on the day-to-day business of the Council, highways issues for various streets across Stotfold, and new SEND school places in the Stotfold Cluster. Cllr Woodfine also notified the Council of the Shared Prosperity fund application deadline of 19<sup>th</sup> July 2024.

***Standing Orders were reinstated.***

**280/24 COUNCIL MINUTES**



Members received the Minutes of the meeting held on Wednesday 1<sup>st</sup> May 2024.

The following amendments were proposed:

- Cllr J Talbot to be added to the membership list of Governance & Resources Committee.

Subject to the above amendment, it was **RESOLVED** to:

***Adopt the Minutes as a true record of the meeting.***

**281/24 MAYOR'S ANNOUNCEMENTS AND CIVIC ATTENDANCE**

The Chairman's engagements were missing from the agenda pack and will be circulated after the meeting.

**282/24 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

The Town Clerk updated Members about antisocial behaviour reports at the Riverside from a resident. There are concerns about local retailers selling alcohol to Young Persons. This will be reported to Trading Standards. Members were advised that a meeting had been held with the CCTV contractor and this item would be referred to the Public Realm Meeting to be held on 3<sup>rd</sup> July 2024.

**283/24 COMMITTEE MINUTES**

**283/24.1 Public Realm Committee – 8<sup>th</sup> May 2024**

Members received the Minutes of this committee meeting, and it was **RESOLVED** to:

***Note the minutes***

***Adopt the Terms of Reference.***

**283/24.2 Community Engagement Committee – 15<sup>th</sup> May 2024**

Members received the Minutes of this committee meeting, and it was **RESOLVED** to:

***Note the minutes***

***Adopt the Terms of Reference.***

**283/24.4 Building Committee – 22<sup>nd</sup> May 2024**

Members received the Minutes of this committee meeting, and it was **RESOLVED** to:

***Note the minutes***

***Adopt the Terms of Reference.***

**283/24.5 Governance & Resources – 29<sup>th</sup> May 2024**

Members received the Minutes of this committee meeting, and it was **RESOLVED** to:

***Note the minutes***

***Adopt the Terms of Reference.***

**283/24.6 Public Realm Committee – 5<sup>th</sup> June 2024**

The Minutes of this Committee were received. It was **RESOLVED** to:



***Note the Minutes.***

**284/24 FINANCE AND RISK MANGEMENT**

**284/24.1 Risk Register**

Members received the updated Risk Register for 2023-2024, and it was **RESOLVED** to:

***Approve the Risk Register 2023-24.***

**284/24.2 Internal Auditor's Report for the end of year Audit 2023 – 2024**

Members received the Internal Auditor's Report, and it was **RESOLVED** to:

***Adopt the Internal Auditor's Report for the Year Ending 31 March 2024***

**284/24.3 Annual Governance Statement 2023-24**

Members received the Annual Governance Statement for 2023 – 2024 and it was **RESOLVED** to:

***Approve the annual governance statement for 2023-24***

**284/24.4 Accounting Statements for 2023 – 24**

Members received the Accounting Statement for 2023 – 24 including income and expenditure, earmarked reserves and balance sheet for the period ending 31/3/2024. It was **RESOLVED** to:

***Approve the accounting statements 2023-24***

**284/24.5 Dates for exercise of Public Rights**

Members received a report outlining the dates for the exercise of public rights. It was **RESOLVED** to **NOTE** the Dates for Exercise of Public Rights being from 27 June – 7 August 2024.

**284/24.6 Year to date Income & Expenditure Report, Earmarked Reserves**

Members received the Income and Expenditure and Earmarked Reserves reports for the year to date. It was **RESOLVED** to **NOTE** the report.

**285/24 REPORTS**

**285/24.1 Member and Nominated Representatives for Outside Bodies**

Cllr Anderson advised Members that the decarbonisation pump installation at St. Mary's is almost complete.

**285/24.2 Other Member Representative reports.**

There were no other reports.

**286/24 MEMBERS ITEMS FOR INFORMATION PURPOSES ONLY**

**287/24 WORK PROGRAMME**



Members **NOTED** the Work Programme.

**288/24 CONFIDENTIAL ITEMS**

**288/24.1 Wheeled Sports Facility Tenders**

Members considered two tenders submitted for consideration. It was **RESOLVED** to:

***Award the contract to build a new skate park at the Greenacre Open Space to Betongpark at a cost not exceeding £299,967.33 on the condition that funding can be raised, and planning permission can be obtained.***

**288/24.2 Library Lease**

The Town Clerk updated Members that the library lease was yet to be finalised.

**289/24 DATE OF NEXT MEETING**

The Town Clerk requested an extraordinary Town Council Meeting to agree the Christmas Lights Tenders. It was **RESOLVED** to schedule an Extra Council Meeting on 31<sup>st</sup> July 2024.

There being no further business, the meeting was closed at 20:30.

**SIGNED BY CHAIRMAN:** \_\_\_\_\_

**MINUTES APPROVED (date):** \_\_\_\_\_