

MINUTES OF A MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON WEDNESDAY 27TH MAY 2020 AT 7PM VIA ZOOM VIRTUAL MEETING PLATFORM

Committee Members present:

A Cooper - Chairman, B Collier, Mrs M Cooper, S Hayes, B Saunders

Also present:

Councillors Mrs A Clarey, C Phelps and H Pickering, the Assistant Clerk – Ms C Jenkins and the Town Clerk – Mrs K Elliott-Turner

The Chairman welcomed all those present and advised that although this meeting is being held in a new format, by virtual means, this is a formal meeting and will be held using the agenda that the Clerk has published. As with meetings held in the Council Chamber, members of the public will be given the opportunity to speak during public participation but will not be permitted to speak at other times, unless invited to do so by the Chairman. The Clerk has the ability to mute or remove anyone who does cause a nuisance. Members were reminded that they should speak one at a time and will be muted until they use the 'hand-wave' button and raise a virtual hand to indicate a wish to speak, or wave a hand in front of the face to catch the Chairman and Clerk's attention. As this is a new way of working, the Chairman asked for patience from all involved.

8/20 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs S Bundock and Mrs J Hyde.

9/20 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

Councillor Hayes declared an interest in the grant application from Churches Together, as his wife is safeguarding officer for St Mary's Church, and as such has been administering the DBS checks for the Churches Together Covid-19 volunteer group. 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.

10/20 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

There were none in attendance.

11/20 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Nothing to report.

12/20 GRANT APPLICATIONS

Members considered each grant application in turn. A total of £12,000 has been budgeted for grants for 2020/21.

Application 1 – Autism Awareness

Amount requested: £200

Purpose of grant: to financially support family support group, Loads of Autistic Fun (LOAF)

RECOMMENDED that £200 is awarded to Autism Awareness for the purposes specified above.

[Application 2 – Finding Me – Living Well Despite Cancer C.I.C. \(Community Interest Company\)](#)

Amount requested: £1,400

Purpose of grant: ongoing project to continually provide retreats, therapies, workshops and talks for anyone affected by cancer. Funding would be enough for 2 retreats and several workshops.

RECOMMENDED that £1,400 is awarded to Finding Me – Living Well Despite Cancer C.I.C. for the purposes specified above.

[Application 3 – The Need Project](#)

Amount requested: £500

Purpose of grant: people within the community who are in financial difficulties for a variety of reasons, are helped to provide for themselves and their families during this period. the grant will support the important work in carrying out the collection and distribution of the items required.

RECOMMENDED that £500 is awarded to The Need Project for the purposes specified above.

[Application 4 – Country Days Ltd](#)

Amount requested: £1,000

Purpose of grant: fund to be used to build an additional rain shelter in their activity centre, fund canvas bags and additional teaching staff for the gardening and practical science.

RECOMMENDED that the grant request is declined, as Stotfold already has a registered nature reserve which already provides such activities to our residents. It was noted that the nature reserve referred to in their application is not a registered Bedfordshire nature reserve, and that its location seems to better serve the north of the county, rather than the Stotfold area.

[Application 5 – Magpas Air Ambulance](#)

Amount requested: £1,000

Purpose of grant: to provide a broad spectrum of drugs and equipment, not always carried out by standard land ambulance, to enable them to provide emergency medical care

RECOMMENDED that £1,000 is awarded to Magpas Air Ambulance for the purposes specified above.

[Application 6 – Churches Together Stotfold](#)

Amount requested, and approved: £1,500

Members considered approving the executive action taken by the Clerk in consultation with the Chairman and Vice-Chairman of Council (and this Committee) in approving an emergency grant for the following purposes: formation of a support group for residents of Stotfold during the Coronavirus pandemic. Help with shopping and other needs for self-isolating residents. Newly formed group will be called 'Churches Together in

Stotfold Covid 19 Support Group'. Grant will cover administrative costs, insurance, telephone and a float to cover shopping costs which will be reimbursed by the resident.

RECOMMENDED that the executive action taken by the Clerk, Chairman and Vice-Chairman in approving an emergency grant of £1,500 to Churches Together Stotfold for the above purposes is approved.

13/20 DRAFT VIRTUAL MEETINGS POLICY

Members considered a draft Virtual Meetings Policy document, previously circulated, for recommendation to Council. The Clerk advised that prior to production of the document, the Chairman and Vice-Chairman had trialled Microsoft Teams and that since production, they had also trialled Zoom, with Zoom being the current preferred virtual meeting platform. Therefore, the document has been amended to include reference to both Microsoft Teams and Zoom as meeting platforms to be used by Stotfold Town Council.

RECOMMENDED that the amended draft Virtual Meetings Policy document is approved.

14/20 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

Nothing to report.

There being no further business the meeting closed at 7.17pm

MINUTES APPROVED (date):
SIGNED BY CHAIRMAN: