

# STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG  
01462 730064 [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk)



## Members of Stotfold Town Council,

**You are hereby summoned** to attend the Stotfold Town Council meeting to be held in the Council Chamber, Greenacre Centre, Stotfold on **Wednesday 4th January 2023 at 7.00pm** for the purpose of transacting business detailed in the agenda.

Central Bedfordshire Council Ward Members, representative of the press and electorates of Stotfold, for information.

*K Elliott-Turner*

**Mrs K Elliott-Turner**  
**Town Clerk**

23rd December 2022

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### Members of the public:

**You are now able to observe our meetings by joining via MS Teams.** Join on your computer or mobile app [Click here to join the meeting](#) Please note, our meetings may be recorded for minute taking purposes, and will be deleted after minutes are approved.

Members of the public are invited to observe the meeting and may speak in the 'public section' agenda item. As per Standing Orders, if you wish to speak, you must notify the Town Clerk of your intention prior to the start of the meeting (contact in advance [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk) or 01462 730064 or you will be asked at the appropriate point in the agenda if unable to give prior indication).

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## AGENDA

1. [Apologies for absence](#)  
**To receive** apologies for absence from Town Council members.
2. [Disclosures of Members Interests and Dispensations](#)
  - a) Members to declare interests in respect of any item on the agenda
  - b) Proper Officer to consider written requests from members for dispensationsMembers are 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.
3. [Mayor's announcements and civic attendance](#)  
Appended for members.
4. [Public section](#)  
Members of the public to speak on matters of concern, ask questions or make statements (maximum of 3 minutes per speaker), after giving notice of their wish to do so to the Town Clerk prior to the meeting. Order of speakers will be in order of notification. [Public Participation Policy](#) applies.

5. Clerk's Report, correspondence received & matters arising from previous council minutes, for information  
Nothing to report as at production of agenda.
6. Council minutes  
**To note and sign** as a correct record, the minutes of the Council meeting held on 7th December 2022.
7. Youth Participation Questionnaire  
**To consider** a response to Grand Union Housing's Youth Participation team questionnaire, on their activities over the last year, our views on their youth team provision and activities and expectations for the coming year.
8. Panel for Contracts  
**To determine** panel members for evaluating the Grounds Maintenance & Grass Cutting Contract and the Street Lighting Contract for period 1st April 2023 to 31st March 2026. It is suggested that panel members are taken from the Establishment Committee, proposed up to 5 members. The Clerk will also outline the process for receiving, opening and evaluating tenders.
9. Coronation Band Stand  
**To consider** the recommendation from the Establishment Committee minute 100/22:  
  
'That the council pursues a project to install a new, modern style, 5m band stand on Greenacre Park, on the school side of the park, with electricity and lighting and a hard-base, subject to being successful with grant applications for funding. The council will put in up to £30,000. Grants are to focus on bringing the community together, performance space, working with the library, school and the arts. A working party is to be put together to assist the Clerk in making the grant application.'
10. Precept 2023/2024  
**To consider** the recommendation from the Establishment Committee minute 101/22, to be read in conjunction with minutes and report contained therein.  
  
'That the Stotfold Town Council precept figure of £913,926 for 2023/2024 be submitted to Central Bedfordshire Council.'
11. Reports  
**To note** the following reports:
  - a) Central Bedfordshire Council Ward Member
  - b) Member and Nominated Representatives on Outside Bodies
  - c) Town Plan Implementation Group (IG)
  - d) Other Member Representative reports
12. Accounts
  - a) **To approve** payment of the list of expenditure items in the January 2023 payment run, and note income received during December 2022
  - b) **To review and note** the monthly committee budget report and bank balances as at end December 2022

13. [Committee minutes](#)

**To note** the minutes of the following Committee meetings:

- Planning Committee – 15th December 2022
- Planning Committee – 20th December 2022
- Recreation Grounds, Public Lands & Lighting Committee – 15th December 2022
- Establishment Committee – 20th December 2022

14. [Questions from electors on items arising from the meeting](#)

15. [Items for information purposes only](#)

CLOSE