

# STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG  
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29 February 2024

## 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 6 March 2024 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.

**E Payne**  
Town Clerk

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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 are 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 and accept apologies for absence from Town Council members.

### 2. DISCLOSURES OF MEMBERS INTERESTS AND DISPENSATIONS

Members are reminded of their obligations to declare interests in accordance with the Code of Conduct. The Town Clerk will report any dispensation requests received. Where a matter arises at a meeting which relates to a Councillor's interest, the Councillor has the responsibility to declare that interest in accordance with the adopted Code of Conduct.

- a) To receive Member's declarations of interest in items on the agenda.
- b) To consider any requests for dispensations.

### 3. PUBLIC SECTION

Members of the public to speak are entitled to be at this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, Section 1, extended by the Local Government Act 1972, Section 100 unless precluded by the Council by resolution during the whole or part of the proceedings. 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.

### 4. MEMBERS ON OTHER AUTHORITIES

To receive and note the reports of CBC Ward Councillors.

**5. COUNCIL MINUTES**

To approve the minutes of the Council meeting held 31 January 2024 as a true record of the meeting.

**7. MAYOR'S ANNOUNCEMENTS AND CIVIC ATTENDANCE**

Civic Attendance report attached for information.

**8. CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FROM PREVIOUS COUNCIL MINUTES, FOR INFORMATION**

**9. COMMITTEE MINUTES**

**To receive** the minutes of the following Committee meetings and note any recommendations:

**9.1 Planning Committee – 31 January 2024**

There were no recommendations.

**9.2 Community Engagement Committee - 7 February 2024**

There were no recommendations.

**9.3 Recreation Committee – 14 February 2024**

To ratify the following recommendation:

The Council adopts Banner Policy.

**9.4 Planning Committee – 21 February 2024**

There were no recommendations.

**9.5 Cemetery Committee – 21 February 2024**

There were no recommendations.

**9.6 Town Strategy Committee – 21 February 2024**

There were no recommendations.

**10. FINANCE & RISK MANAGEMENT**

10.1 To resolve to approve expenditure in January and February 2024.

10.2 To note the income received during January and February 2024.

10.3 To review and note the year-to-date income and expenditure report and Earmarked Reserves as at end January 2024.

**11. PLANNING OBLIGATION**

To receive a report regarding the Town Council's obligation towards planning.

**12. REPORTS**

**To note** the following reports:

12.1 Member and Nominated Representatives on Outside Bodies

12.2 Other Member Representative reports

**13. MEMBER'S ITEMS FOR INFORMATION PURPOSES ONLY**

**14. WORK PROGRAMME**

To note the Work Programme for Council.

**15. DATE OF NEXT MEETING**

3 April 2024.