

STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG
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4 April 2024

To: Cllrs Headington (Chair) Bendell, Buck, Saunders, Smith (Vice Chair), Talbot, Venneear, Wightwick

You are hereby summoned to attend the **Community Engagement Committee** of Stotfold Town Council meeting to be held in the Council Chamber, Greenacre Centre, Stotfold on **Wednesday 10 April 2024 at 7.00pm** for the purpose of transacting business detailed in the agenda.

E Payne
Town Clerk

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 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 or 01462 730064 or you will be asked at the appropriate point in the agenda if unable to give prior indication).

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

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. MINUTES

To receive the minutes of the meeting held on 13 March 2024 and to resolve to adopt them as a true record of the meeting.

5. **CLERK'S REPORT**
To receive an update on any matters arising and correspondence relating to this committee.
6. **REPORTS TO COMMITTEE**
 - 6.1 **Stotfold 50**
To receive an update on the following:
 - a) Anniversary Event 29/30 June 2024
 - b) Artwork
 - c) Beer & gin.
 - 6.2 **Multi Faith Event**
To consider holding a multi faith event as part of the 50th anniversary celebrations.
 - 6.3 **Market**
To receive a verbal update on this proposal.
 - 6.4 **Exercise for the Community**
To receive an update on the proposal to hold seated exercise classes at the Greenacre Centre.
7. **DATE OF NEXT MEETING**
To be confirmed.

**MINUTES OF THE MEETING OF THE COMMUNITY ENAGEMENT COMMITTEE HELD ON
WEDNESDAY 13 MARCH 2024, 8PM AT IN THE COUNCIL CHAMBER, GREENACRE CENTRE,
VALERIAN WAY, STOTFOLD**

Committee Members present:

Councillors: Headington (Chair), Bendell, Buck, Saunders, Smith (Vice Chair), Talbot

Also present:

Cllr S Hayes, Vice Mayor

Cllr Bryony Woods

J King, Editor of Stotfold News

E. Payne, Town Clerk

2 Members of Public

13/24 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Wightwick and Cllr Venneear. It was **RESOLVED** to:

Adopt the apologies.

14/23 DISCLOSURE OF MEMBERS INTERESTS AND REQUESTS FOR DISPENSATION

There were no declarations made.

15/23 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

No questions raised.

16/24 CLERKS REPORT

16/24.1 The Clerk has been unable to progress the Christmas lights tender. Members will be asked for the input on potential light locations.

17/24 REPORTS TO COMMITTEE

17/24.1 Stotfold 50

Members received an update on the work to date on the Stotfold Anniversary event on 29/30 June 2024.

A working party meeting had been held on 22/2/24 where the framework for the event had been considered. The Saturday would be the livelier day with live performances, DJ, and a potential evening cinema event. The cinema was considered too ambitious. The event would comment at 1300, finishing at 1900.

The Sunday would have a more community feel, with local acoustic acts and community groups (gymnastics, dance groups, Salvation Army Band, Stotfold Twirlers, Rock Choir) finishing at 1700.

Infrastructure arrangements include staging, fencing, first aid, security, marquees, toilets. Quotations are being sought for all of the above.

____ Chair

Artists for the Saturday were discussed, and quotations are being sought.

Members considered the inclusion of a Churches Together event but appreciated that a morning slot would clash with regular church services. A future multi faith event should be considered at the next meeting.

A site plan has yet to be determined to support the application to CBC to Safety Advisory Group along with the event management plan.

The anniversary Stotfold Beer and Gin were progressing. Names for the beer were considered in light of the history of the Stotfold Brewery. The name Stotfold Gold was agreed upon.

The designer is working on the artwork and the meeting were presented with an update on costs.

It was **RESOLVED** that:

Note the progress to date on the event.

17/24.2 D-Day 80

Members received a report from the Clerk regarding the work undertaken to date to commemorate this anniversary. The contents were noted, including the lighting of the beacon at 8.15pm instead of the national time of 9.15pm. It was considered that the later time may be detrimental to youth organisations taking party. It was **RESOLVED** to:

Note the report.

17/24.3 Litter Pick

Members received an update from Cllr Bendall on the event. The event would run over 4 days, litter picking equipment would be made available and goodie bags would be handed out after the event to participants. It was **RESOLVED** to:

Note the work undertaken to date on the litter pick.

17/24.4 Mill Fair Engagement

Members received a report with quotations for the hire of an exhibition trailer to be used for engagement at the Mill event in May and October.

It was **RESOLVED** to:

a) Note the report

b) Accept the quotations from TCM Trailers for T114 trailer, plus generator at a cost of £2230 plus VAT.

17/24.5 Market

Members considered a report regarding the starting up a market in the car park at Brook Street. Members consider possible legislation that would be required to run a market and advice would be sought from CBC.

Members considered timings and that it shouldn't start earlier than 10am, finishing at 2pm. Members considered that the April start date was not feasible and that it could start in May to run for 6 months. The stall hire costs were discussed at £15 per stall plus VAT.

It was **RESOLVED** to:

Provided a licence or permission is not required from CBC, organise a community market in Brook Street car park from 5th May 2024 at a cost per stall of £15 plus VAT.

17/24.6 Exercise for the Community

The youth engagement worker from Grand Union has offered to run an outdoor gym fitness session and could also run a seated exercise class if Members were in agreement. It was noted that there is a waiting list for the Stotfold Good Neighbour Group classes. The classes could be held at the Greenacre Centre. The class size would need to be limited and would be free to attend.

It was **RESOLVED** to:

Consider a full report at the next meeting on seated exercise classes.

18/24 DATE OF NEXT MEETING

Wednesday 10 April 2024

The meeting closed at 2130.

SIGNED BY CHAIRMAN: _____

MINUTES APPROVED (date): _____

_____ Chair