

# STOTFOLD TOWN COUNCIL

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



5<sup>th</sup> September 2024

**Members of the Public Realm Committee:** Cllr M Cooper (Chairperson), Cllr L Anderson (Vice-Chairperson), Cllr S Buck, Cllr S Hayes, Cllr J Headington, Cllr J Hyde, Cllr B Saunders, Cllr J Smith, Cllr J Talbot, Cllr B Woods.

**You are hereby summoned** to attend the Public Realm Committee meeting to be held in the Council Chamber, Greenacre Centre, Stotfold on **Wednesday 11<sup>th</sup> September 2024 at 19:00** for the purpose of transacting business detailed in the agenda.

**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 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 participate at 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

### 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 dispensations.

Members 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. PUBLIC SECTION (MAX. 15 MINUTES)

Members of the public may 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.

### 4. MINUTES OF PREVIOUS MEETING

Members are asked to resolve that the Minutes of the Public Realm Committee Meeting of **Wednesday 3<sup>rd</sup> July 2024** are a correct record.

**5. CLERK'S REPORT, CORRESPONDENCE RECEIVED AND MATTERS ARISING FROM PREVIOUS MINUTES, FOR INFORMATION**

Correspondence received and matters arising from previous Minutes, for information.

**6. REPORTS TO COMMITTEE**

**6.1 Review of Fees and Charges**

To receive a report on the review of fees and charges for the financial year 2025/2026.

**6.2 Budget 2025 – 2026**

To consider this Committee's budget for 2025/2026 and any new projects.

**6.3 Drainage at Riverside Car Park**

To receive a report on the drainage issues at Riverside Car Park.

**6.4 Riverside Noise Complaint**

To consider a report on a noise complaint at the Riverside Recreation Area.

**6.5 Request to Trade in Riverside Car Park on Match Days**

To consider a report on a request to trade by a mobile food vendor on Match Days.

**6.6 No Mow May**

To consider a report on how the Town can engage in No Mow May.

**6.7 Annual Play Area Inspections**

To receive the annual play area inspections, note any recommendations regarding maintenance.

**6.8 Bottle Fill Station**

To consider a report for a bottle filling station.

**6.9 Mural in Underpass**

To consider using the 50th anniversary montage as a mural in an underpass.

**6.10 Notice Board Locations**

To consider a report regarding notice board locations.

**6.11 Use of Millennium Green**

To consider a report on use of the Millennium Green.

**6.12 Memorial Inspections**

To consider a report on Memorial Inspections at Stotfold Cemetery.

**6.13 Use of The Green for a Circus**

To consider a report on use of the Green in October for a first user.

**7. HIGHWAYS REPORT**

To receive a report from Councillor Smith, Highways Representative.

**8. WORK PROGRAMME**

To receive this Committee's Work Programme.

**9. ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

**10. DATE OF NEXT MEETING**

Wednesday 16<sup>th</sup> October 2024.