

# STOTFOLD TOWN COUNCIL

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



05 March 2025

## Members of Stotfold Town Council:

**You are hereby summoned** to attend the **Public Realm Committee Meeting** to be held in the **Stotfold Council Chamber, Greenacre Centre, Valerian Way, Stotfold, SG5 4HG** on **Wednesday 12 March 2025 at 7.00pm** for the purpose of transacting business detailed in the agenda.

**E Payne**  
**Town Clerk**

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## Members of the public:

In addition to attendance in person, 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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IN COLLABORATION WITH SLCC, NALC, OVV, COUNTY ASSOCIATIONS

The seven principles of public life  
Selflessness | Integrity | Objectivity | Accountability | Openness | Honesty | Leadership

## AGENDA

### 1. APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

For Decision

### 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 OF THE PREVIOUS MEETING

Members are asked to resolve that the Minutes of the Public Realm Committee Meeting held on 5 February 2025, are a correct record.

For Decision

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

For Information

### 6. REPORTS

To receive the following reports:

#### 6.1. Town Entrance Signage

To consider quotations and locations for town entrance signage

For Decision

#### 6.2. Pix Brook Play Area - Replacement Gate

To consider quotations for a replacement gate.

For Decision

#### 6.3. Tree Surveys

- a. To receive a report on the tree surveys including costs for remedial works
- b. To note the cost for the additional tree survey areas

For Decision

#### **6.4. Cemetery Task and Finish Group**

To receive a report on the Cemetery task and finish group and ratify any recommendations.

For Decision

#### **7. HIGHWAYS REPORT**

To receive a report from Cllr Smith.

#### **8. DELEGATED DECISIONS**

To note the Town Clerk's delegated decisions.

For Information

#### **9. WORK PROGRAMME**

To note the work programme for this committee.

For Information

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

For Information

#### **11. DATE OF NEXT MEETING**

Wednesday 16th April 2025.

For Information

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