

STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG
01462 730064 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 7th December 2022 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

1st December 2022

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 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 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 2nd November 2022.
7. Grant – Royal British Legion
To consider granting the sum of £150 to the Royal British Legion, for poppy wreath donation, as it was omitted from the October round of grant considerations.
8. Motion to rescind previous decision
As per Standing Order 9a, a correctly submitted motion has been submitted, as follows:
"We the undersigned request that the Clerk submit this motion to reconsider the decision made at the November 2022 Council meeting regarding Youth Work Earmarked Reserves, on the basis of a misunderstanding of what was being asked of members to consider, and that the decision made was not clear."

Members are therefore **to consider** increasing the Earmarked Reserve Youth Work for the remainder of this financial year. Proposed sum to be added to EMR from General Reserves is £5,000. Reason for the proposal is because the original funds available within the EMR have now been exhausted, and additional funds are required to enable the youth team to be able to continue their work, as supported by the council, through to the end of the current financial year.

Members are also asked **to note** executive action taken by the Clerk, in consultation with the Chairman and Vice-Chairman to vire the sum of £2,000 from General Reserves to the Youth Work EMR in order that invoices may be paid and their work can continue until a decision is made at this meeting as to whether to top up the EMR. It is proposed that this £2,000 is in addition to the £5,000 above – if that is so resolved.
9. Council's credit card
To consider increasing the council's Barclaycard credit card limit from £2,000 to £3,000 and to amend Standing Orders/Financial Regulations accordingly to reflect the change.
10. Central Beds Council Free Tree Giveaway
To consider a date for Stotfold's Free Tree Giveaway. This will need to be in a central location, well publicised and held early in the new year in order that residents have time to plant their trees before the end of the planting season in March. Information on the scheme is provided for members.
11. King Charles III Coronation
To consider Stotfold Town Council's involvement in the local celebrations of King Charles III Coronation.
12. Councillor responsibilities in regard to internal audit and finance in general
To receive a report from the Clerk on Councillors' responsibilities in regard to internal audit and finance in general.

13. [2022-2023 Half Year Audit Report](#)

To receive and note the Internal Auditor's report on the internal audit carried out on first half year accounts 2022-2023.

14. [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

15. [Accounts](#)

- a) **To approve** payment of the list of expenditure items in the December 2022 payment run, and note income received during November 2022
- b) **To review and note** the monthly committee budget report and bank balances as at end November 2022

16. [Committee minutes](#)

To note the minutes of the following Committee meetings:

- Planning Committee – 9th November 2022
- Recreation Grounds, Public Lands & Lighting Committee – 9th November 2022
- Buildings Management Committee – 16th November 2022
- Cemetery Management Committee – 16th November 2022
- Town Strategy Committee – 23rd November 2022
- Establishment Committee – 23rd November 2022

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

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

CLOSE