



**MINUTES OF THE MEETING OF THE COMMUNITY ENGAGEMENT COMMITTEE
HELD IN THE COUNCIL CHAMBER, GREENACRE CENTRE, VALERIAN WAY, SG5
4HG ON WEDNESDAY 19 MARCH 2025 AT 19:00.**

Present:

Cllr J Headington (Chairperson), Cllr J Smith (Vice-Chairperson), Cllr J Bendell, Cllr S Buck, Cllr L Miller, Cllr B Saunders and Cllr B Woods.

In attendance:

Cllr M Cooper – Non-committee Member

Also Present:

E. Payne – Town Clerk

S. van der Merwe – Democratic Services Manager

S. Hossack – Community Engagement Officer

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Sat Dhaliwal.

DECISION: It was **RESOLVED** to accept the apologies from Cllr Dhaliwal.

2. DISCLOSURES OF MEMBERS' INTERESTS AND DISPENSATIONS

1. Members to declare interests in respect of any item on the Agenda.
2. Proper Officer to consider written requests from members for dispensations.

Members were 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)

There were no members of the public present.

4. MINUTES OF THE PREVIOUS MEETING

Members were asked to resolve that the Minutes of the Community Engagement Committee meeting held on **15 January 2025** are a correct record.

DECISION: It was **RESOLVED** to adopt the Minutes of the Community Engagement Committee Meeting of 15 January 2025 as a true record of the meeting.

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

Members were advised on an approach to host a repair café in Stotfold, which will be brought to the next committee meeting for consideration as well as an update from Citizen's Advice Bureau on their Stotfold clinics.

DECISION: It was **RESOLVED** to note the reports.



6. REPORTS TO COMMITTEE

6.1. Website

Members were asked to consider the quotes for Suppliers A and B in a comparison matrix form with details for additional modules to facilitate payments and ticketing for events.

DECISION: It was **RESOLVED** to appoint Supplier A for a new website build, hosting and data transfer to the new website at a cost of £1,548.

DECISION: It was **RESOLVED** that the Community Engagement Chairman and Town Clerk have delegated powers to consider all Copywriter Quotes.

6.2. The Mill Steam Fair and Country Show

Members considered quotes for renting or buying an event display trailer for the Mill Steam Fair & Country Show in May 2025.

DECISION: It was **RESOLVED** to hire the T56 trailer for the Mill Steam Fair & Country Show in May 2025.

6.3. Fees for Charity Stalls

Members discussed whether fees should be charged for charity stalls.

DECISION: It was **RESOLVED** that charity stalls for Stotfold-based charities will not be chargeable.

DECISION: It was **RESOLVED** that charity stalls for non-Stotfold-based charities will be decided on a case-by-case basis by the Chair and Deputy Chair of this Committee.

6.4. Stotfest Silent Disco Proposal

To consider a proposal for a Silent Disco at Stotfest. Members gave consideration to the need to host this in an enclosed space for safety reasons, it would extend the leisure opportunity for residents after the formal entertainment ends.

DECISION: It was **RESOLVED** to proceed with the Silent Disco Proposal for Option B at a cost of £1,895 from the Community Engagement Budget.

DECISION: It was **RESOLVED** to provide the Silent Disco at a ticketed cost of £20 per person.

DECISION: It was **RESOLVED** to host the Silent Disco in a sectioned off area after the main Stotfest entertainment agenda is complete.

6.5. Youth Football

To consider a request for funding for a proposal of "get off the street and use your feet".

Cllr Headington declared an interest in this item as a community football youth coach.

Members felt this was a significant part of the budget to spend on one sport that supports a small demographic of the Community in a time where football clubs are actively recruiting for



players. The Town Council is looking to support a scheme that is inclusive and caters to members of the community with disabilities.

DECISION: It was RESOLVED that the Town Council will not support the Youth Football proposal.

DECISION: It was RESOLVED to investigate more inclusive sport options (to include disabled sport) and to bring this to a future Community Engagement Committee meeting later in the year.

6.6. Interim Resident's Survey Results 2025

Members were updated on various slides showing the interim resident's survey results for 2025. The results were more positive and reflected the start of the culture change the Town Council has been working towards through more engagement with the residents. There were 629 responses in this year's survey.

Members feel that, given this year's responses, it highlighted a need to consider doing a second version of this survey for under 18's in the next financial year as well as additional engagement to get better insight into safety concerns raised in the survey.

DECISION: It was RESOLVED to note the Resident's Survey results for 24/25.

DECISION: It was RESOLVED that the Community Engagement Officer undertake a separate survey for under-18's in Stotfold in the next financial year to be circulated via the schools.

DECISION: It was RESOLVED that the Community Engagement Officer carry out another survey/poll to get more in-depth information on the resident's concerns about safety.

DECISION: It was RESOLVED to change the 25-26 Resident's Survey to indicate every person in a household is entitled to fill in their own survey.

7. WORK PROGRAMME

Members were asked to review this Committee's Work Programme.

Members requested investigations to put pop-up food stalls at Brook Street Car Park.

DECISION: It was RESOLVED to note this Committee's Work Programme.

8. DELEGATED DECISIONS

Members were asked to review the Town Clerk's delegated decisions relating to this Committee.

DECISION: It was RESOLVED to note the delegated decisions of the Town Clerk.

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



10. DATE OF NEXT MEETING

To be confirmed, subject to calendar of meetings being adopted at the Full Council Meeting of 7 May 2025.

Meeting closed at 19:57.

SIGNED BY CHAIRMAN:

MINUTES APPROVED (date):