



**MINUTES OF THE FLITWICK TOWN COUNCIL MEETING  
HELD ON 21<sup>ST</sup> JULY 2020  
AT 7.45PM VIA VIRTUAL ACCESS**

**Present:**

Cllr J Dann (Chair)  
Cllr K Badham  
Cllr I Blazeby  
Cllr P Dodds  
Cllr P Earles  
Cllr A Lutley  
Cllr G Mackey  
Cllr R Shaw  
Cllr A Snape  
Cllr J Roberts  
Cllr D Toinko  
Cllr C Thompson

Cllrs N Bunyan, C Gomm, G Mackey – Central Bedfordshire Ward Councillors

Stephanie Stanley – Deputy Town Clerk  
Susan Eldred – Community Services Officer  
Members of the public - 7

**4997 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillor Halligan.

No apologies were received from Councillors Williams and Coleman.

**4998 DECLARATIONS OF INTEREST**

- (a)** Disclosable Pecuniary interests in any agenda item – Councillor Badham declared an interest in item 9d – Flitwick Christmas Lights.
- (b)** Non-Pecuniary interests in any agenda item – Councillors Toinko and Mackey declared an interest in item 10a – Flitwick Lower School Age Range.

**4999. TOWN MAYOR'S ANNOUNCEMENTS**

- (i)** The Town Mayor had attended Baycroft Care Home and provided entertainment for residents. He thanked Councillors Earles and Shaw for coming to support him.
- (ii)** Councillors Shaw, Snape and Williams had assisted alongside the Mayor for the Lunch Club food deliveries.
- (iii)** The Town Mayor gave an update regarding meeting apologies. He advised that reasons for not attending meetings were required in order for apologies to be accepted, and that, where apologies were not given or accepted for a sustained period, this would count towards six months of inactivity which could put a member's seat in jeopardy. .. For Committee meetings, councillors needed to arrange for Subs to attend in good time.
- (iv)** Some Councillors' contact telephone numbers were not in the public domain and although the Council could not insist on them being promoted publicly, Councillors needed to be

accessible and seen as such. Councillor Dodds commented that he has given permission for his number to be in the Flitwick Papers, but this had not been actioned yet.

*Action: Comms & Marketing Officer*

## **5000. REPORTS FROM WARD MEMBERS**

- (i) At a recent highways update, CBC Members were given information on techniques being developed for trialling road surfaces, especially potholes, where a response using appropriate materials for each case is used to avoid repeat visits. There were currently three products being trialled to possibly supersede the spray injection patcher and traditional cut out and repair. Highways would keep the Ward Members updated.
- (ii) The reporting tool for highways was not satisfactory therefore CBC were signing up to the 'Fix My Street' portal, which should be available in September.
- (iii) The Development Management Committee would be discussing the Aldi Supermarket planning application the following day.
- (iv) Tesco had removed their social distancing/Covid signage and information. CBCllr Mackey had written to Tesco about his concerns regarding this and encouraged Town Councillors to do the same.
- (v) An independent investigation would be going ahead regarding the SEND Action Group with a public meeting scheduled for 23<sup>rd</sup> July.

(A resident joined the meeting at this time)

- (vi) Councillor Badham had submitted the following questions to the Ward Members in advance of the meeting relating to Discretionary Grants for small businesses from National Government.
  - How much of the funding given to CBC was given out (and left)?
  - What are the plans for the remaining amount?
  - What was the logic behind disallowing companies without their own premises?
  - Was there another round of funding expected with additional money from the Government?

Councillor Bunyan advised that of the Discretionary Grants money, there was a 5% allocation of £2.55m. Nearly all the fund had been used and the unspent amount would be returned to the Government. Councillor Bunyan had sympathy for those who had been denied the funding based on business owners who did not have a premises but stated that the criteria for being given the funding was for those who had a significant premises.

Councillor Badham commented that he had seen what other Councils had decided to give small businesses from the fund. He added that there was a letter sent to every Council Chief Executive which stated that it was up to the individual Local Authorities to determine the funding allocations, therefore CBC had chosen not to support those with small businesses who did not have a premises.

- (vii) Councillor Toinko asked how much funding had been allocated to Flitwick schemes from the Emergency Active Travel Fund. Councillor Mackey advised that no particular amount had been awarded for Flitwick.
- (viii) Councillor Dann advised that planting from homeowners was often overhanging pathways. He had reported 2 instances to CBC but with no response received.
- (ix) Councillor Shaw advised that he would be attending the CBC DMC meeting to speak as a resident regarding the Aldi Supermarket application. Councillor Dodds was also attending as the Council's Highways Representative.
- (x) Councillor Mackey advised that he would send a copy of an email he had sent to Councillor Badham to the Deputy Town Clerk for circulation to the rest of the Members.

*Action: Cllr Mackey*

**5001. PUBLIC OPEN SESSION**

There were no items.

**5002. MEMBERS QUESTIONS**

Councillor Mackey asked if Officers could publicise when the play areas would be opening, and this was agreed. Councillor Dodds advised that this had been delayed due to waiting until the Annual Inspections had been carried out.

*Action: Comms & Marketing Officer*

**5003. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a.** For Members to receive and adopt the minutes of the Town Council Meeting held, on **Tuesday 16<sup>th</sup> June 2020**, this meeting was held via virtual access.

Members received and approved as a true record, the Minutes of the Town Council Meeting held on Tuesday 16<sup>th</sup> June 2020 via virtual access.

- b.** For Members to receive and consider **recommendations** of the Personnel Committee Meeting, held on **Thursday 25<sup>th</sup> June 2020**, this meeting was held via virtual access. (Chairman will move to be considered under exempt).

Members considered and approved the recommendations of the Personnel Committee Meeting, held on Thursday 25<sup>th</sup> June 2020 via virtual access. Members discussed these recommendations under the Exempt section.

- c.** For Members to receive and consider **recommendations** of the Corporate Services Committee Meeting, held on **Tuesday 30<sup>th</sup> June 2020**, this meeting was held via virtual access.

Members considered and approved the recommendations of the Corporate Services Committee Meeting, held on Tuesday 30<sup>th</sup> June 2020 via virtual access.

- d.** For Members to receive and consider **recommendations** of the Community Services Committee Meeting, held on **Tuesday 7<sup>th</sup> July 2020**, this meeting was held via virtual access.

Members considered and approved the recommendations of the Community Services Committee Meeting held on Tuesday 7<sup>th</sup> July 2020 via virtual access.

Councillor Dann commented that , following his research, it transpired that the NHS flag may have needed planning permission, so he asked that it be taken down. It was replaced by the 'Pride' flag , but this was outside Pride month so has also been taken down. The Flag Flying Working Group will be convened and make recommendations to the Community Service Committee.

*Action: Deputy Town Clerk*

- e.** For Members to receive and consider **recommendations** of the Business Services Committee Meeting, held on **Thursday 16<sup>th</sup> July 2020**, this meeting was held via virtual access.

There were no recommendations.

**8. MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on Tuesday 16<sup>th</sup> June 2020 – no items.

Councillor Badham advised that he had reported to Community Services Committee that the funding application he had made to the Police & Crime Commissioner's Office had been unsuccessful. However, he was pleased to advise that a grant of £5,000 had since been received so the application was in fact successful.

The Chairman advised that former Councillor, Phillip Thompson, had been given his Honorary Citizenship Award and had thanked the Council for the vote and honour.

## 9. **Items for Consideration**

### a. **Councillor Vacancy**

- (i) The Chairman advised that the co-option process had been robust with the interview panel meeting with five prospective Councillors. All Councillors had seen the candidates' personal statements. The Chairman thanked all candidates and advised the unsuccessful candidates of the election the following year. He added that unsuccessful candidates could also seek feedback and remain in the meeting after Members decided on the co-option.

There being no other nominations, it was proposed, seconded and **resolved** to co-opt Clare Thompson into Office of Councillor for Flitwick West.  
(Vote: 9 in favour, 1 against, 1 abstention)

Councillor Thompson read the Declaration of Acceptance of Office and would sign the form at a later date as the meeting was being held remotely. She was now officially at the meeting as a Councillor, rather than a resident in the public gallery.

### b. **To elect an Appeals Committee**

It was **resolved** for Councillors Platt, Dodds, Dann, Mackey and Toinko to form the Appeals Committee.

### c. **New Model Member Code of Conduct & LGA Consultation**

- (i) It was agreed for Councillors to send their comments on the new Model Member Code of Conduct and LGA Consultation to the Deputy Town Clerk.

*Action: All Councillors*

- (ii) Councillor Blazeby advised that it was self-explanatory for Councillors to complete the form independently as he believed the option of putting forward the Council's view would be more problematic.

### d. **Flitwick Christmas Lights**

- (i) Councillor Badham provided Councillors with some background as to why the Council were considering the further quote for the Christmas Lights following Community Services discussions. One of the companies who had initially quoted believed that the process undertaken did not present them with the same opportunities for quoting as the other two companies and therefore the Town Clerk had agreed for Council to consider another quote at this time in the interest of fairness.
- (ii) Councillor Blazeby questioned if the Council could re-consider the quote and the Deputy Town Clerk reiterated that it had been put on the agenda in the interest of fairness to the company. Councillor Badham presented the option of suspending one of the Standing

Orders which would allow for Councillors to make a decision based on the quote circulated.

It was proposed, seconded and **resolved** to progress with the company agreed at Community Services Committee for the provision of Flitwick Christmas Lights.  
(Vote: 11 in favour, 1 abstention)

**e. Garage Night**

- (i) The Deputy Town Clerk advised that the organiser for the Garage Night had asked the Town Clerk if Councillors would re-consider the Community Services Committee's decision to cancel the event to postpone it instead. Their reasons for wanting the event to be postponed instead of cancelled had been circulated to Councillors within the supporting papers. The Deputy Town Clerk informed Councillors that a general discussion could be held but that three Councillors needed to write to the Town Clerk to request for this decision to be revisited.
- (ii) Councillor Blazeby asked if the organiser had business reasons as to why the refunds could not be given and the Deputy Town Clerk advised that this was the case. Councillor Badham advised that there were other issues relating to PPE, insurance, staffing, social distancing etc. which needed to be investigated and Councillor Mackey raised a concern regarding noise levels.

**10. Items for Information**

**a. Flitwick Lower School Age Range**

This was noted.

**b. Local Plan**

Councillor Mackey advised that the plan for Marston Vale would impact on Flitwick and suggested Councillors made individual responses for the Local Plan consultation, as well as the Council submitting a response. It was agreed for Councillors to submit their views to the Deputy Town Clerk and for the Local Plan to be put on the next Planning Committee agenda.

*Action: Amenities Officer*

**11. PUBLIC OPEN SESSION**

There were no items.

**12. EXEMPT ITEMS**

The following resolution will be **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

**13 a Recommendations of the Personnel Committee**

Members considered and approved the recommendations of the Personnel Committee Meeting, held on Thursday 25<sup>th</sup> June 2020 via virtual access.

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.

## **PINK PAPER ITEMS**

### **13. EXEMPT**

- a.** For Members to receive and consider **recommendations** of the Personnel Committee Meeting, held on **Thursday 25th June 2020**, this meeting was held via virtual access.

EXEMPT