

## FLITWICK TOWN COUNCIL

### Minutes of the 44th Meeting of the Community Services Committee held on 25<sup>th</sup> September 2018 at the Rufus Centre

Present: Cllr K Badham (Chairman) Cllr J Dann Cllr A Lutley Cllr M Bonner

In attendance: Town Clerk Amenities Officer  
Events Assistant Community Services Officer

Apologies for absence accepted: Cllr M Waites Cllr Mrs J Blakeman Cllr M Platt  
Cllr M Sheehan Grounds Team Supervisor

#### Open Forum

There were no items.

#### 486 To Note any Declarations of Interest relating to items on the agenda

Cllr Badham made a declaration of interest regarding one of the proposals in Agenda Item 12. It was agreed that this particular proposal could be discussed at a later date.

#### 487 Chairman's Announcements

There were none.

#### 488 Town Clerk's Report

- i) Correspondence had been received from a resident who was involved with a local school who expressed concerns about comments they had received from children who would like to make use of the skate park but who felt very uncomfortable and intimidated by the gatherings of older youths with cars who congregate on a regular basis in that particular area and that this was stopping them from using the skate park.
- ii) Members were aware of the problems with these older youths and felt the comments should be passed on to the appropriate agencies, including 4YP and the Police. Both Cllrs Lutley and Badham asked if the Police could be asked to make more of a presence there on a more frequent basis.
- iii) The Amenities Officer advised that the Police were aware of this situation and that Central Bedfordshire Council were investigating installing a temporary CCTV Camera.

#### 489 Play Areas / Open Space / Parks

##### (a) To consider a request from Flitwick Children's Centre for use of the Millennium Park on 24<sup>th</sup> October 2018.

- i) Members were advised that Flitwick Children's Centre had requested use of the Millennium Park for a pop up session on 24<sup>th</sup> October from 12.30 to 4.00pm.

It was **Recommended** that Flitwick Children's Centre be granted permission to use the Millennium Park.

##### b) To receive a verbal report on money available for Millennium Park upgrades.

- ii) The Amenities Officer advised Members that the Town Council's budget was £10,000 and had asked a Member to enquire with Central Bedfordshire Council how much

could be drawn from Section 106 Funding. A definitive answer to this had not yet been received and therefore progress could not be made until this was known.

- iii) Cllr Mrs Lutley suggested a working group could be set up once the Financial Services Officer had returned from annual leave on the 8<sup>th</sup> October.
- iv) Cllr Badham suggested sending Central Bedfordshire Council the proposed plans and costings for upgrading Millennium Park play area to find out what exact funding could be secured.

**c) To consider a request from 4YP to set up a Graffiti Project at the Skate Park.**

- v) Members were previously circulated a proposal from 4YP to set up a Graffiti Project with the young people at the Skate Park.

It was **Recommended** that the proposed Graffiti Project delivered by 4YP be approved.

**d) To consider a request for a bench in the Manor Park**

- vi) A request had been received from a resident to fund and install a bench in the Manor Park. Members felt this would be a good idea due to the lack of seating in the park.
- vii) The Chairman suggested costings be investigated and reported back to the resident.

It was **Recommended** that permission be given to install a bench in the Manor Park.

**e) General**

There were no items.

490

**Highway Issues/Infrastructure/Car Parking**

**a) To note the Minutes form Highways Meeting with CBC Representatives.**

- (i) Minutes from the Highways meeting held on the 6<sup>th</sup> August, having been previously circulated were noted.

**b) General**

- (ii) Cllr Bonner commented that the 7.5tonne signs on Manor Way/Temple Way were covered by vegetation. The Amenities Officer agreed to raise this at the next Highways meeting.

491

**Ground Services**

**a) Update from the Grounds Team Supervisor**

- (i) Hedge cutting would commence during the October half term week. Winter bedding had been ordered and would be planted in October.
- (ii) The Welcome gates had been ordered and would be installed imminently. The Amenities Officer asked if Members wished for these to be painted white. Members agreed they should be left in their natural colouring of Green Oak however it needed to be identified if the gates had been treated before installation.
- (iii) Further vandalism had occurred to the signs at Manor Park.

- (iv) The 'Friends of Manor Park' group would be revitalised to help with works to the Manor Park.

**b) General**

There were no items.

492

**Allotments**

**a) Minutes of the 162<sup>nd</sup> & 163<sup>rd</sup> Allotment Liaison Committee held on the 6<sup>th</sup> August & 10<sup>th</sup> September 2018.**

- (i) The minutes of the Allotment Liaison Committee meetings held on the 6<sup>th</sup> August and 10<sup>th</sup> September. having been previously circulated, were noted.

**b) To receive an update on the Pig Rearing Co-Operative**

- (ii) No update was available from Cllr Larkins however Cllr Lutley confirmed that the area for the pig enclosure had been identified and marked out along with the repositioning of the water tap.

**c) General**

- (iii) There were no items.

493

**Burial Ground Update**

**a) General**

- (i) The Amenities Officer updated Members of space remaining in the burial ground. A lengthy discussion took place and it was agreed that a site visit be arranged with the Amenities Officer, Cllr Lutley, Bonner, Badham and Dann to assess the situation and discuss options going forward.

494

**Community & Events**

**a) Event Report**

- (i) Members noted the report that had been previously circulated and were asked if there were any questions. The Amenities Officer raised concern that a Beacon Lighting event had been announced however no Ground Staff had yet been asked to work this event. The Chairman agreed to contact the Town Mayor as a matter of urgency to identify how many staff would be required.
- (ii) The Amenities Officer also raised concern with regards to staffing and logistical requirements for the Remembrance Parade and felt there was some confusion as to whether the RBL or Town Council was co-ordinating this. The Chairman agreed to discuss this with the Town Mayor.

**b) Christmas Lights Update**

- (iii) The Community Services Officer advised that plans for the Christmas Lights Event were well underway.
- (iv) The Chairman commented that there had been some disagreement in the past with regards to funding further Christmas lights however some of the lights were beyond repair. Cllr Dann added that Members had no problem with replacing lights however didn't feel it was necessary to extend the lights geographically.
- (v) The Chairman suggested introducing a 3-5 year plan for future Christmas displays along with establishing a working committee consisting of staff, businesses and residents to progress this.

**c) General**

- (vi) Cllr Dann referred to the Timebank and in recognition of those volunteers who had built up a lot of credits, suggested offering them tickets to any relevant Town Council concerts/events.

495

**Community Safety****a) To consider a No Cold Calling Zone/Neighbourhood Watch Scheme in Flitwick**

- (i) The Amenities Officer advised that a Neighbourhood Watch Scheme had been proposed in the past however no residents came forward to be involved. Members suggested contacting the resident who attended the Community Services Meeting in August to ask if she would be willing to produce an article for Flitwick Papers to raise awareness of the possibility of forming this scheme.
- (ii) The Chairman commented that No Cold Calling Zones were unenforceable but could act as a deterrent. The Town Clerk added that Flitwick used to be a No Cold Calling Zone but was unsure if this was still the case.

**b) General**

- (iii) The Amenities Officer advised Members following a recent meeting with PC Dagley that there was a large problem with anti-social behaviour in Flitwick particularly around the Skate Park. Central Bedfordshire Council were currently carrying out a feasibility study of installing a temporary CCTV camera in the area. Members felt that should this be effective then the possibility of the Town Council installing a re-deployable camera in the area be investigated.

496

**To consider Cllr Blazeby's project proposals**

- (i) Members considered the following proposals;
- 1) Walk the Flitwick Green Wheel – Members discussed this project and felt it would be a good idea to contact Steve Halton at Central Bedfordshire Council to discuss funding options available.
  - 2) Share Flitwick – Members felt that the concept was a good idea however further consideration needed to be investigated with regards to insurance, cleaning and maintaining items, storage and the co-ordination of the scheme. Members felt that the Town Council could offer support to a separate organisation/group who may like to initiate the scheme.
  - 3) A Taste of Flitwick Event – this item could not be discussed due to a declaration of interest from the Chairman which would have left the committee inquorate.
- (ii) The Chairman requested that all 3 proposals be referred back to the next Committee meeting for further consideration.

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**Action Log Review**

- (i) No update was available at this time.

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**Questions**

There were none.

The meeting closed at 9.17pm.

Signed

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Chairman