

**Minutes of the 57<sup>th</sup> Meeting of the Community Services Committee held on  
3<sup>rd</sup> March 2020 at the Rufus Centre**

Present: Cllr K Badham (Chairman)  
Cllrs D Toinko P Earles R Coleman A Lutley (Sub)  
P Dodds

In attendance: Amenities Officer Community Services Officer

Apologies Received: Cllrs M Platt

No Apologies Received: None

**Open Forum**

A Member of the GCLP attended the meeting to briefly explain the content of the reports that had been previously circulated to Members regarding the Manor Park.

**669 To note any Declarations of Interest relating to items on the agenda**

There were none.

**670 To Accept Apologies for Absence**

Apologies were accepted.

**671 Chairman's Announcements**

There were none.

**672 Action Log / Town Clerk's Report**

There were no comments.

**673 Play Areas/Open Space**

**a) To consider a request from Flitwick Church to use the Millennium Park on Sunday 31<sup>st</sup> May between 2pm – 4pm**

Members discussed the request.

It was **Recommended** that permission be given to Flitwick Church to use the Millennium Park on Sunday 31<sup>st</sup> May between 2pm – 4pm.

Vote: all in favour

**674 Grounds Services and Flitwick Manor Park**

**a) To receive a report from the Grounds Team Supervisor**

Members noted the report. Members agreed that the Amenities Officer would investigate further the potential purchase of a second hand lawn mower. The Amenities Officer also advised Members that there were 2 spare planter benches being stored at the Tractor Store and a suggestion was made to possibly donate them to local schools/organisations. This would be advertised in the Flitwick Papers and benches would be allocated on a first come first served basis. Members agreed to contact 4YP in the first instance to see if they could make use of them at the Hub.

*Action: Amenities Officer*

**Minutes of the 57<sup>th</sup> Meeting of the Community Services Committee held on  
3<sup>rd</sup> March 2020 at the Rufus Centre**

**b) To receive project ideas funded by the Greensand Country Landscape Partnership**

- (i) Members discussed the short presentation delivered by the Greensand Country Landscape Partnership (GCLP) at the start of the meeting. Members were advised that unfortunately due to several hold ups the GCLP had encountered, a decision on a specific project would be needed quickly. The Amenities Officer asked Members if they would be happy to allow Officers to make this decision as all suggested project ideas would be enhancing the park in some way. Members were happy with this.
- (ii) The Amenities Officer advised Members that the Higher Level Stewardship grant the Town Council currently receives for the Manor Park is due to end in 2022. A suggestion had been made by the GCLP to approach neighbouring Hallmark Hotel to discuss working in partnership to form a joint management plan for the parkland, this would enable both parties to apply for the Higher Level Stewardship grant beyond 2022. In addition to this, further grants would be available via the agri-environmental scheme. Cllr Toinko raised concern that if this was pursued, clarification on how the funds would be split needed to be considered.

It was **Recommended** to start negotiations with Hallmark Hotels regarding partnership working on a management plan of Manor Park as one whole parkland. Vote: all in favour

**675 Burial Ground Update**

**a) To note the space left in the current Burial Ground**

The Amenities Officer advised there were currently 12 burial plots, 23 Garden of Remembrance plots and 26 vaults.

**b) To agree amendments to the Burial Fees**

Members were previously presented with proposed amendments.

It was **Recommended** that the proposed amendments be accepted. Vote: all in favour

**676 Community & Events**

**a) To receive report from the Community Services Officer**

- (i) Members noted the report previously circulated. The Community Services Officer advised Members that Christmas Lights Working Party had been fundraising in Tesco and managed to raise £313.78.
- (ii) Members were advised that currently there were 5 confirmed parade entrants with 3 possibilities; the deadline was Friday 6<sup>th</sup> March. The Chairman offered to MC within the arena on Carnival day.

**Minutes of the 57<sup>th</sup> Meeting of the Community Services Committee held on  
3<sup>rd</sup> March 2020 at the Rufus Centre**

**b) To discuss what Charities Flitwick Town Council support**

The Amenities Officer advised Members that following a discussion at a previous Town Council meeting, it had been highlighted that more consideration was needed when selecting Charities that the Council supported. The Chairman suggested that a procedure should be put in place for selecting organisations/charities in the future.

It was **Recommended** that PDRT formulate a procedure to deal with choices of Charities/Organisations that Flitwick Town Council support. Vote: all in favour

**677 To note the minutes of the Highways Meeting held on 10<sup>th</sup> February**

Members noted the minutes. Cllr Dodds advised Members that he and several other Members had recently carried out a walkabout around the central areas of the Town noting any issues which needed to be reported to CBC. A report would be completed and presented at the next Town Council meeting and again at the next Highways meeting.

*Action: Amenities Officer/Assistant Town Clerk*

**678 To consider the Recycling proposals from Cllr Dann**

Members were previously circulated a copy of the report. Cllr Toinko referred to a meeting that had been held in Ampthill recently with regards to climate change and commented that the involvement from residents was very impressive. He added that plans to hold a similar meeting in Flitwick was hoping to be arranged and perhaps this would be something eventually residents would take the lead on. Cllr Dann commented following a previous Town Council meeting the suggestion to launch the leaflet promoting local recycling schemes in the area. Members agreed this was the best way forward at this time.

It was **Recommended** to launch the Recycling leaflet produce by Cllr Dann at the Annual Town Meeting. (work to the leaflet would be continued until this date). Vote: all in favour

**679 To consider late grant requests**

Members discussed each application. Out of the 4 applications, 1 was awarded a grant.

It was **Recommended** that Flitwick Library be awarded £300 out of the late grant fund. Vote: 3 in favour, 1 abstention

**680 Flitwick Town Council Strategy**

- (i) The Amenities Officer advised Members that this item had been added to the agenda for discussion and input relating to Community Services. Cllr Dodds

**Minutes of the 57<sup>th</sup> Meeting of the Community Services Committee held on  
3<sup>rd</sup> March 2020 at the Rufus Centre**

commented that the current strategy refers to Flitwick becoming a commuter town however it was felt that Flitwick is already a commuter town. He also commented that there was no mention of youth within the current document and the section relating to the Town Centre regeneration mentions older people's accommodation being provided however the Council decided to put this on hold therefore this would need to be rephrased.

*Action: Amenities Officer*

- (ii) The Chairman felt that a new draft document should be circulated to each committee and then comments made following this. The Amenities Officer advised that she didn't think this would be the case and that all comments from each Committee would be fed back to Corporate Services Committee for inclusion on the new document. Cllr Dann suggested the Chairman liaise directly with the Chairman of Corporate Services to discuss items relating to Community Services.

*Action: Cllr Badham*

**681 Questions**

Cllr Coleman commented that there had been an incident at the Burial Ground over the weekend which had been posted on Social Media. The Amenities Officer advised that this had already been dealt with.

**Confidential Section**

In accordance with Section 1 of the Public Bodies (Admissions to Meetings Act), the public and press be excluded for Items 14 and 15 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and questions.

**682 To note the Community Services Budget**

This was received and noted.

**683 To receive a report from the Amenities Officer**

The report was noted.

**684 Christmas Lights**

Members discussed the Christmas Lights for 2020.

**685 Questions**

There were none.

Meeting finished at 10.00pm

Signed.....  
Chairman