

FLITWICK TOWN COUNCIL

**Minutes of the 49<sup>th</sup> Meeting of the Community Services Committee held on  
5<sup>th</sup> June 2019 at the Rufus Centre**

Present: Cllr P Thompson (Acting Chairman)  
A Lutley M Williams A Snape R Coleman J Dann  
D Toinko I Blazeby J Blakeman M Williams P Earles

In attendance: Amenities Officer, Amenities Assistant, Community Services  
Officer and Assistant Town Clerk

Arthur Taylor Bedford Commuter Association  
John Dunn Good Neighbour Scheme  
One resident

Apologies for absence received: Cllr K Badham Cllr M Platt

**552 Open Forum**

- a) Mr Arthur Taylor the Chairman from Bedford Commuter Association updated the councillors to inform them that a fund from Passenger Benefit Fund is available for £80,000 for the benefit of Flitwick residents to enhance/make improvements to Flitwick Railway Station. Mr Taylor has submitted an article for the Flitwick papers to inform residents to put their views forward. Discussions took place re: heated waiting rooms, ticket office and vending machines. Bedford Commuter Association will submit the application. The deadline is July 31<sup>st</sup>.

Mr Arthur Taylor left the meeting

- b) Mike Sheehan (resident and ex- FTC Councillor)  
Attended the meeting for an update on the Millennium Park, Highways issues, Christmas Lights and CCTV. This items will be covered in the agenda.

Dean Robinson sent his apologies in for this evening and will reschedule the meeting. Action: Amenities Officer

**553 Declarations of Interest and Requests for Dispensation**

No interests were declared and no request for dispensation had been received.

**554 Apologies accepted**

**555 Chairman's Announcements**

None

**556 Elect a Vice Chairman**

Cllr Toinko proposed Cllr Dann for Vice Chairman of Community Services Committee, seconded by Cllr Blakeman

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All in favour.

Cllr J Dann took the Chair to chair the rest of the meeting

**557 Agree any actions required after reviewing the Clerk's Report**

**Cllr Dann:** Item 524 - Wood for planters. Planters are on hold until end of summer

**Cllr Blazeby** Item: 555 - The blinds have been done. The issue with expense is still with Central Bedfordshire.

**558 Routine Correspondence:**

- a) Excessive Noise at Funfair – Information has been received to indicate noise came from youths in their car with boom boxes. Youths had been previously spoken to by the Fun Fair and a Cllr. The fun fair was blamed for the noise.

**Action:** To update the resident who sent the complaint in: Amenities Assistant

- b) Email received from a resident re: Access at Flitwick Station. FTC are aware of the access issues at the train station. Unfortunately costings are £1 million for a new lift. Funding was hoped for from Govia. Biggleswade received the funding at this time.

**Action:** Contact Nadine Dorries to ask her to take this case up for us.

Action: Asst Town Clerk

**559 Play Areas/Open Space**

- a) Cllr Thompson attended the sign off of the Millennium Park, there were a few outstanding issues. Komplan completed the jobs. The turf has been completed. We will have to appreciate that there will be issues with the turf and we will revisit this when needed. The lamppost in the middle will need to be removed completely.

Cllr Thompson and Mr Sheehan are going to do an opening of the park at the Carnival on Saturday.

- b) **To agree permission for the** Flitwick Methodist Church to erect a gazebo on Millennium Park June 17<sup>th</sup>.  
Cllr Thompson: Please ensure they are aware only on the Town Council area. Communities Officer to advise as to where is suitable. Amenities officer to re-clarify request received re: exact location

It was **recommended** with no objections that permission should be allowed.

- c) **To agree permission for the** request from John Lawson Circus to use Millennium Park for the circus for 23<sup>rd</sup> – 25<sup>th</sup> September 2019.

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It was **recommended** with no objections that permission should be allowed

**560 Highways Issues**

- a) To note the minutes of the Highways Meeting. Minutes were noted as received. Cllr J Dann requested for new councillors to be provided with minutes of the last meeting prior to the next Highways meeting on Friday 6<sup>th</sup> June

**Action:** Amenities Officer

- b) Point 1.4 on the Highways notes – Cllr Toinko questioned if there was an alternative to bollards to have ornamental shrubs instead?  
Amenities officer updated the council that the land belongs to CBC.  
Cllr Thompson suggested we can offer to put planters in: CBC may agree

Cllr Thompson has received letters from the children at Kingmoor School, they are requesting a crossing patrol. Cllr Thompson has been in contact with the school and will report back with an update.

**561 Report from Ground staff**

- Allotments – Rotavating of vacant plots done
- 3 Notice boards have now been installed
- Summer Bedding been set
- Rabbit and deer fencing has been postponed
- Regular cuts on all green spaces
- Continuing to attend burial ground bi-weekly
- Weekly maintenance on flower beds
- Grounds team feel they are managing well due to unforeseen absence.

**b) Permanent signage to Manor Park**

Reports were received from a walker; young teenagers were lighting fires in the back wood of Manor Park. Looking to install a permanent metal sign. One for main entrance to Dunstable Road and one near the Cricket Club.  
Cost is £159 each.

Cllr Thompson informed the council that a few years ago, paperwork was in progress for byelaws to be granted on Green Space land at FTC. This was in progress and applied for with CLG. It was advised to discuss with the Open Spaces Officer at CBC.

It was **recommended** with no objections that the signs be purchased. Cllr Williams advised the signs be temporary until Byelaws are granted.

**c) General**

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Cllr Coleman informed the council that he has had a few enquiries from residents with regards to the lake to be cleared. It was advised that this has been carried out.

Another issue it seems the whole Manor Park has grown over quite considerably. Amenities assistant advised 'The Grounds Staff are very stretched at the moment. Manor Park does tend to get left alone over the summer months as the labour-intensive work is done in the autumn/winter

Cllr Thompson questioned if the new park at Maulden Road will be cut this year?

Amenities Officer: Need to enquire who can carry this out.

- 562 Allotments** To note the minutes of the Allotment Liaison Committee meeting 20<sup>th</sup> May 2019. Noted with no questions.

- 563 Burial Grounds** – Request received from a resident to plant a memorial tree within Flitwick. Amenities Assistant updated the council that the burial ground has no more room. Discussions took place with regards to potential areas, but at this time, there are no other grounds. **Recommended** to offer the New Burial ground which would be ready in about a years' time.

Action: Amenities Assistant to inform resident

- 564 Report from the Community Events Officer.**

Cllr Blazeby requested for numbers to be added to the events. To reflect and understand attendance to events. A discussion took place with members. Cllr Dann requested to add the attendance numbers to the reports.

Cllr Blakeman commented that at the Dog Show, two negative comments were received with regards to the catering. A resident reported that the burger van staff was rude to them. Also, a comment was overheard re: prices being too high.

Cllr Thompson suggested that is it worth asking if the Scouts if they would be interested in the catering. They do the 10K event.

**Action:** Communities Services Officer to investigate and talk to the different groups

Cllr Earles enquired if there is a possibility for next year's event if there can be a representative from the Guide Dogs?

Cllr Earles can forward contact information.

**Action:** Cllr Earles to forward contact information to Communities Services Officer.

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**Films of Flitwick license** – Communities Services Officer recapped re: the license for the films. Cllr Williams confirmed we have been over this before and it was agreed to apply for the license.

**Car Boot Sales** Communities officer updated the council, that there was quite a lot of demand on the day to have more regular car boots i.e. once a month throughout the year. The only concern is the cost to Flitwick Town Council with staff costs, marshalling. This would need to go back to council for further discussions.

**Calendar for Events** – Communities Services Officer updated the members that 2-3 Quizzes to be implemented next year.

- b) **Flitwick Tournament** – Communities Services Officer updated the council that the Flitwick Football tournament had been previously done in house. A decision made for a sponsor to run it and FTC would support it. This unfortunately got cancelled by the sponsor. It was too late to take it in house when notified.

Cllr Williams confirmed that we do not have the expertise  
It was agreed to park further discussions for now and consider options next year.

It was **recommended** with no objections  
that the event is not to be charged.  
It will be a free community event.

The council are happy to receive proposals and they will be considered.

- c) **Good Neighbourhood Scheme Agreement (GNS)**  
Communities Services Officer informed the council that the Good Neighbour Scheme used to be in-house, it is now run by a lead volunteer. John Dunn who is here this evening. Lead Volunteer runs the Scheme, but FTC still fund it.  
PNC whilst doing part of our auditing, noticed that there was no formal agreement to safeguard either of us.  
They recommended an agreement was drawn up. The Lead Volunteer is not happy with the agreement and PNC do not feel this document can be changed anymore.

Cllr Lutley suggested a late grant funding would be more beneficial as the council does not need to know where the funding is spent.  
Amenities officers updated the council that the current volunteers do not have a bank account hence the reason for this agreement.

**Recommended** for Major Projects Assistant and Cllr Thompson to view document.

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Cllr Blazeby directed a question to the members

‘What is the rational for the business services directing who gets grants rather than community?’

Cllr Thompson responded, Quite frankly it is historic and would be better placed in Community Services as it is about community. There is no reason why it should not be moved. It is a proposition that could be brought to the next Full Town Council. Cllr Blazeby accepted the answer and will propose at the next Full Town Council meeting.

**d) To discuss the Setup of a working party for community events expenditure**

Community Services officer discussed the setup of a working party for the community events expenditure.

Decision to be confirmed when Chair of the Committee meetings is here.

**e) General**

Cllr Blazeby raised concerns with reference to items not on the agenda.

Cllr Thompson updated the meeting, that the documents requested are being updated, they will be implemented and be available for the next meeting.

**a) Quotes for CCTV cameras received**

Two like for like quotes have been received for the CCTV cameras at Millennium Park

Cllr Snape is on the IT Panel, also Cllr Badham. A meeting with be arranged for the IT panel to put forward a proposal for Full Council to consider.

**It was Recommended** with no objections for a full report from the IT panel to be submitted to the Full Council Meeting on June 18<sup>th</sup> 2019

**565 Questions**

Amenities Officer asked if it had been considered to have the meetings monthly?

Cllr Dann updated that we did have these meetings monthly last year as we had projects.

Cllr Dann requested from councillors for any objections to extend the meeting by 15 minutes.

No objections were received.

Mike Sheehan left the meeting

Cllr Thompson left the meeting

CONFIDENTIAL Matters Agenda Items 16 took place

Meeting finished at 10.00pm