

FLITWICK TOWN COUNCIL

Minutes of the 50th Meeting of the Community Services Committee held on 6th August 2019 at the Rufus centre

Present: Cllr J Dann (Acting Chairman)
R Coleman M Platt
D Toinko J Blakeman P Earles

A Lutley SUB
I Blazeby Councillor

In attendance: Amenities Officer, Amenities Assistant and Assistant Town Clerk
Two residents

Apologies for absence received: Cllr K Badham

566 Open Forum

- a) A resident informed the council that he has submitted a letter requesting permission for metal detecting on the Maulden Road Country Park site. It has been noted under Agenda Item 6c. The resident expressed his enthusiasm and wanted to seek permission. He informed the council, that he would look after the land and any items found would be handed into the council for their decision. Cllr Dann informed the resident that there had been previous requests for metal detecting and these had previously been denied. It was offered for the resident to remain at the meeting until we came to the agenda item. The resident remained at the meeting.

567 Declarations of Interest and Requests for Dispensation

Declarations were received from Cllr Blazeby and Cllr Platt in relation to Agenda Item 13. Both Councillors completed the Declaration of Interest Book.

568 Apologies were accepted from Cllr K Badham

569 Chairman's Announcements

None

570 Agree any actions required after reviewing the Clerk's Report

Cllr Lutley: Item 524 – Questioned who would take over this task?
Who will take this forward?

Cllr Blazeby – Item 544b Confirming the councillors for the Working Party are Cllr Dann, Cllr Lutley and Cllr Badham. A date to be arranged when everyone is back from holiday.

Cllr Blazeby – Item 550c Cllr Coleman and Cllr Lutley attended a meeting with the Community Services Officer. An email was sent out to everyone. Station Road - £2000 costs to close the road. A tree was decided on, to be either at Village Hall or The Swan PH. The Swan PH were very keen for the event to be held here. Discussions took place to perhaps convert the barns into a grotto. The Swan PH will provide mulled wine and mince pies. Cllr Dann questioned if The Swan PH would be contributing. This could not be confirmed.

Cllr Dann updated the meeting that Cllr Badham had thought that Barclays Bank was the stronger preference. But with issues with road closures and they would not allow a tree to be put up. The next Community Committee meeting is September 3rd for further discussions prior to the next Town Council meeting.

Cllr Blazeby – Item 561c questioned if the grass has been cut. This has been cut. The Assistant Amenities will clarify and investigate.

Item 564 – To clarify if monthly or quarterly. Confirmed to be added to monthly reports.

571 Play Areas/Open Space

a) The Play Inspection Report was noted

Cllr Blakeman advised the meeting that Members used to informally inspect playground equipment to check on the aesthetics. It was suggested that when the Amenities Officer returns in September this be implemented again.

- ii) Suggestion from Cllr Lutley that CCTV installed at Millennium Park needed mesh put around it. It was agreed to ask Cllr Snape if this was in the plan for the CCTV cameras.

b) The 4YP Report April-June was noted

Cllr Blakeman enquired if any thanks could be or had been sent to Wendy at 4YP. Assistant Town Clerk confirmed that this had been done as it was an impressive report attracting 18 year old males.

- ii) Assistant Amenities Assistant questioned the light at the Village Hall. It was agreed at the Town Council meeting for Cllr Toinko arrange a letter from the Village Hall. Cllr Toinko confirmed the light is responsibility of the Town Council. Assistant Amenities Officer to investigate.

c) Letter received regarding Metal Detecting on the Maulden Road Site

Cllr Dann updated the meeting that previous letters had been received about metal detecting. He understood that permission had been turned down and asked the council if any of the members can remember the reasons. The council did not want to set a precedent and send out messages that this was allowed. It was advised to investigate the reasons and to write to the resident with an update. The council were happy for future discussions after investigations and to include this item in the Town Council meeting in September.

Action: To investigate and write to the resident. Assistant Town Clerk

572 Highways Issues/Infrastructure/Car Parking

- a) The Chapel Road Street Lighting has been replaced. These lights were adopted in 2004. No evidence of maintenance. 7 street light fittings were replaced due to fittings being obsolete.
Cllr Blazeby commented only one bulb was out.
Cllr Blazeby updated the meeting that there are approx. 37 other light fittings that have been adopted. Cllr Blazeby suggested these be checked if they are working or not. The Assistant Amenities Assistant handed the list of lights to Cllr Blazeby to investigate.
Action: Cllr Blazeby to report back to council with findings.
- b) It was agreed to propose that Cllr Mackey takes back to CBC that outside all schools, the speed should be 20mph.

It was **RECOMMENDED** and agreed by all for
Cllr Mackey to take the request back to CBC.

573 Grounds Services and Flitwick Manor Park

- No report was submitted due to shortage of staff.
- Discussions took place as to whether the mis-use of disabled parking spaces at Manor Park could be challenged. It was agreed for letters to be produced for the grounds team to put this under the window wipers off offending vehicles. It has come to the attention of the council that dog walking companies are using the disabled parking bays.

Action: Letters to be produced for the grounds team to distribute on offending vehicles. Assistant Town Clerk

- **To discuss correspondence received from the FGA re: parking and removing items.**

A new lease has been recently agreed. It was agreed that the lease be checked to confirm the agreement re: parking. The compound is open to the public. We need to ensure the area is safe for the public. It was also agreed that grounds staff should not store items for which there is no further use as this could present a hazard.

Action: To retrieve the lease to confirm parking arrangements – Assistant Town Clerk

574 The Minutes of the Allotment Liaison Committee Meeting were noted**575 No update on the Burial Ground****576 Community & Events**

- a) The council received the report
- b) **The working group has been confirmed:** Cllr Lutley, Cllr Dann and Cllr Badham. The Communities Event Officer will arrange a meeting on her return from holiday
- i) **Request received** to move the event in August and September on to the hard standing area of the Millennium Park (Carnival Food Court)

There were no objections. The Amenities Officer advised that a member of staff would be needed to be there to unlock and lock the gates.

- ii) **Proposed Organised Youth Bike Meeting** – Discussions took place as to whether the communities services officer should meet with the youths or for the proposal to be handed to 4YP to investigate the feasibility of any event or programme .. Discussions referenced the wearing of cycle helmets and the need for any FTC-sponsored event to ensure appropriate standards for Health & Safety

- c) **Late Grant Request from The Big Beds Clean Up –**

It was **RECOMMENDED** with no objections to grant £250.00 to the Big Beds Clean up.

- d) **The Public Arts Presentation** – It was felt that the Public Arts Presentation held on 18th June 2019 was confusing. Illusion was that this was to be funded with S106 money. The council felt this was a lot of money to spend on Public Arts and wanted clarification if monies could be better spent elsewhere. Requesting an accurate understanding on Public Realm and what else this would cover?

It was **RECOMMENDED** with no objections to defer the Public Arts decision until more clarity has been sought. To have full clarity on the Public Realm Budget. The proposal was agreed to NOT proceed until further clarification.

577 **Community Safety**

- a) Members were updated that the CCTV has now been installed with signage. It was questioned if the cameras are to be increased to include the Skate Park? Further discussions took place on locations and what the cameras can see.
It was agreed to confirm with Cllr Snape on future camera installation.
Action: Assistant Town Clerk

578 **Review of the Residents Driven Projects** – Ideas are submitted from the residents of Flitwick for their ideas and project proposals. Applications are then submitted for review, then to be passed to the general public to vote. There is a total of £10,000. Flitwick Successful applications manage and carryout the projects if successful.

- 1) **Cycle Pump Track** – Members felt this was not a viable project within the Resident Driven Project scheme due to the cost however it was suggested that S106 money could be sought to help fund a project of this scale.

- 2) The Big Beds Clean up – Grant Funding approved and potential for next year Grant Funding and/or Community Services Budget
- 3) Flitwick Bible 2020 – Members were sympathetic but advised that there are other more relevant sources of support, including Christian trust funds and did not feel this fell within the remit
- 4) Flitwick Dance & Arts Scheme – Not enough information
- 5) Flitwick Well-Being Drop in – To consider under Community budget. To arrange a meeting for further discussion.
- 6) Flitwick Voices – Go to Vote
- 7) Flitwick's Finest – Go to Vote
- 8) Flitwick Film Festival – Go to Vote pending staff costs

579

Questions

- a) Cllr Blazeby questioned the request for the Budgets to be included in each meeting. The Budgets are available and were distributed at approx. 4pm. Copies are readily available at the meeting
- b) Cllr Blazeby questioned why the Action Log had not been implemented at the meeting. There was no reason for this only the understanding that this would start from the Town Council meeting in September. No date had ever been decided or discussed for implementation. Discussions took place with regards to staffing. The Council are aware there is no Town Clerk and also the Temporary Assistant Town Clerk hours were 25 hours per week and on August 1st, the hours have now increased to 36.5 hours.

Meeting finished at 9.48pm

Signed.....
Chairman