



FLITWICK TOWN COUNCIL

Ref: Agenda/Corporate-30/06/2020- 49

25th June 2020

Dear Sir/Madam

Members are hereby summoned to the **Corporate Services Committee meeting** that will take place on **Tuesday 30th June 2020 via Virtual access**, commencing at **7.45 p.m.** in order to transact the under mentioned items of business. Yours faithfully

Rob McGregor

Rob McGregor
Town Clerk

Distribution: All Town Councillors
Notice Boards
Website

Chairman will advise all that this meeting is being recorded.

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **DECLARATIONS OF INTEREST**

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary interests in any agenda item.
- (b) Non-Pecuniary interests in any agenda item.

3. **CHAIRMAN'S ANNOUNCEMENTS**

- To receive announcements from the Chairman.

4. **PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

Please register in advance for this Zoom meeting:

<https://us02web.zoom.us/meeting/register/tZ0qc-uhqj4vHNb-FYxqhQhoG4XjwgwsYAX5>

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

5. MEMBERS QUESTIONS

To receive questions from members.

6. MATTERS ARISING

- a. Minutes of the Corporate Services Committee Meeting 27th May 2020.

7. ITEMS FOR CONSIDERATION

a. Town Council Website Launch

Members are asked are asked to consider the intended soft launch date of 6th July 2020 for the new the Town Council website and to view the link in advance (see link in email to Members). Members are asked to note the changes made and what is to be completed.

b. Flitwick Papers

Members are asked to consider various options for the future direction of Flitwick Papers including:

- 1) Digital version only with a monthly flyer of key items added to town Noticeboards
- 2) Review the regularity and pagination of the current version to look at reducing publication to quarterly, looking to increase number of pages (consideration will need to be given to print method and if we would need to go to perfect-bound or increase the page size and keep same number of pages, reduce weight of paper etc) dependent on expected advertising revenue changes
- 3) Consider stopping printed copy altogether and convert to regular stories on the FTC website and Noticeboard Events Summary

c. Councillor Surgeries

Members are asked to discuss options for future Councillor Surgeries.

d. Councillor/Staff Workshop

Members are asked to discuss the intention of these workshops.

e. Social Media Policy

Members are asked to consider the re-drafted social media policy and recommend it for adoption by the Town Council.

8. ITEMS FOR INFORMATION

a. Flitwick Library Office

Members are asked to note that Central Bedfordshire Council is interested in taking back the former office at Flitwick Library under the same terms as put forward the previous year. Officers are awaiting further information from CBC in readiness for the meeting.

b. Local Organisation Meetings Update

Members are asked to note the summary provided by the Chairman (report to follow).

c. Valuation & Saleability of Current Assets

Members are aware that valuations are in the process of being undertaken and an appropriate update will be presented by the Town Clerk. Members are to be aware that no valuations will be discussed at this meeting.

d. Country Park Funding

Members are asked to note the summary report prepared by the Deputy Town Clerk.

e. Burial Ground Report

Members are asked to note the report produced by the Amenities Officer following an action generated at the previous meeting. The report shows the number of burials per year that had been accommodated at the current Burial Ground, which was crucial to know in preparation for the new Burial Ground project.

f. Budget

To note the Corporate Services Budget.

8. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

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.

There are no exempt items.

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.