

14<sup>th</sup> November 2018

TO: All Members of Flitwick Town Council

The 396<sup>th</sup> Meeting of Flitwick Town Council will be held on  
Tuesday 20<sup>th</sup> November 2018 at the Rufus Centre at 7.45pm

Signed .....

Acting Town Clerk

*All Town Council meetings will be recorded with exception of the Confidential Section*

### **Open Forum**

*This is a period of time designated for public participation and shall not exceed a maximum of 15 minutes, unless under special circumstances and at the discretion of the Chairman. Each member of the public is entitled to speak once in respect of business itemised on the agenda and shall not speak for more than three minutes.*

### **Reports from Central Bedfordshire Members**

*To receive any reports or information from the Councillors of the Unitary Authority representing the electoral ward.*

1. **To note any Declarations of Interest relating to items on the agenda**  
*Members are asked to declare any interest, and the nature of that interest, which they may have relating to any of the items under consideration at this meeting.*
2. **To Accept Apologies for Absence**  
*Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, Members present must decide whether the reason(s) for a Member's absence are acceptable.*
3. **Town Mayor's Announcements**  
*The Town Mayor will make any announcements relating to his role.*
4. **Town Clerk's Report**  
*The Town Clerk will give an oral report as appropriate*

*The following minutes/reports are presented for Members to agree their content or request an appropriate amendment*

5. **To confirm and adopt the Minutes of the 395<sup>th</sup> meeting of Flitwick Town Council held on 16<sup>th</sup> October 2018**
6. **To confirm and adopt the Minutes of the 39<sup>th</sup> meeting of the Corporate Services Committee held on 24<sup>th</sup> October 2018 \***
7. **To confirm and adopt the Minutes of the 313<sup>th</sup> meeting of the Planning Committee held on 1<sup>st</sup> November 2018**
8. **To confirm and adopt the Minutes of the 88<sup>th</sup> meeting of the Business Services Committee held on 15<sup>th</sup> October 2018 \***

- 9. **Action Log**
- 10. **To discuss feedback received on the proposed CBC Crematorium**
- 11. **To receive reports from representatives on Outside Bodies**
- 12. **Questions**

**Confidential Section**

In accordance with Section 1 of the Public Bodies (Admission to Meetings Act 1960) the public and press to be excluded for items 13, 14, 15 & 16 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and item 17.

- 13. **To confirm and adopt the Confidential Report from the Town Council Personnel Report dated 17<sup>th</sup> July 2018 \***
- 14. **To discuss a lease**
- 15. **To discuss a cancellation claim**
- 16. **Report from the Chairman of the Personnel Panel \***
- 17. **Questions**

\* To follow

*Notes:*

*Appendix 1 circulated crime statistics*

*Appendix 2 circulated email regarding item 10*