

FLITWICK TOWN COUNCIL

Minutes of the 395th Meeting of Flitwick Town Council held on Tuesday 16th October 2018 at the Rufus Centre

Present: Cllr G Mackey (Chairman)
Cllrs K Badham I Blazeby J Dann P Feerick
A Lutley M Platt J Roberts P Thompson
D Toinko M Williams

Also present: CBCllrs C Gomm A Turner
S Caldbeck – Central Bedfordshire Council

Apologies for absence received: Cllrs J Blakeman M Bonner M Sheehan
M Waites CBCllr Chapman

No Apologies received: Cllrs A Larkins K Quantrill

In attendance: Acting Town Clerk RFO & HR Officer

Update on the Station Regeneration Scheme and other relevant projects

1. Sam Caldbeck (SC) advised that work was progressing for the transport interchange scheme and that Central Bedfordshire Council (CBC) had decided to lead on funding and delivery with up to £2m allocated in the Capital Programme. This project would upgrade the exterior of the station and offer premier car parking. The area would be redeveloped to provide new public space and the provision of facilities, as well as assisting with better transport links into the station and improved linkage with the rail timetable.
2. Users of the station from satellite villages would be encouraged to travel in by bus and service quality would improve. Pressure would be reduced for the car parking on site and local roads.
3. Network Rail (NWR) were progressing with a GRIP process which had 8 stages and the work was currently at stage 3. A preferred outline design had been established and next month the design would be looked at in more detail. It was anticipated for secure approval for this to be confirmed in principle, which locked in the design. It was expected for this process to be completed early 2019 and SC would send designs through in November via the Acting Town Clerk for Members to see. This work was being undertaken with a view of construction within the next financial year and this was positive because the interchange element was the most visible, prominent part of the site. The area would become more open and accessible for station usage and SC mentioned that there was potential for events to be held on the large hard standing area.
4. The remainder of the site within the redevelopment was set aside for mixed usage in line with previous master plans. It would include residential, car parking, retail facilities and frontage improvements for Steppingley Road units to create more of a High Street feel. It was hoped that Tesco would re-look at their site to assist with the scheme in the medium to long-term future.
5. As this section of the project was a large-scale investment CBC were looking to the private sector to deliver it. The site had been promoted to developers (including mixed use specialist developers) and data gathered would inform the next stage. Four high calibre developers had been shortlisted and a Developer Briefing day had been recently held. Between now and mid November CBC were working with these developers and their proposals, which would be assessed against criteria for evaluation.
6. Consultation would take place with the Town Council, CBC Ward Members and senior Members of CBC to determine the preferred partner for the scheme and it was anticipated for this to be known by the start of December. The planning permission would

be sought in the spring and it was expected for this phase of construction to begin after the transport interchange element was completed.

7. A bid had been submitted to Homes England for infrastructure and positive feedback had been mentioned although no formal notification had been received as yet.

8. SC explained that there was often a misconception that CBC were responsible for step free access at the station. He added that there had been many occasions where this matter was raised and informed Members that Govia were responsible and working on feasibility studies for Flitwick and Biggleswade. At the moment they were at GRIP stage 2 where options were being looked at and costs investigated. CBC were keen to ensure that the plans moving forward would fit in with the transport interchange project. This was part of the Access for All bid and Members were advised that the cost would be in the region of £3m-£4m for step free access.

9. Within the Market Towns project, work was primarily being done around the Barclays frontage and Kings Road and designs for this were previously shown to the Town Council. The relocation of the crossing and works to the High Street were not going forward. The materials selected for the Barclays frontage were high quality and later in the scheme, would be introduced to other areas in the town centre for continuity. New paving options were being investigated for the bridge to tie in with the interchange to create a unified town centre and it was expected for these works to take place from January-March.

10. Cllr Blazeby asked when CBC needed the letter of support from the Town Council for the NWR bid for step free access. SC would advise the Council about particular points to be included to have maximum impact.

It was **Resolved** for the Town Council to write a letter of support for the step-free access funding bid before 7th November.

11. The Chairman commented on the £2m for the interchange element. SC explained that this amount was allocated for Flitwick regeneration and if the interchange were to cost less it would be spent elsewhere for the overall project. Costs would be known next month and SC would share this information with the Acting Town Clerk.

12. Cllr Lutley asked about S106 funding for the regeneration projects. SC advised that £187,000 had been allocated from Center Parcs S106 funding for the station scheme and £106,000 was available for the interchange element. £200,000 was for cycle links to Center Parcs and CBC would link with this.

13. Cllr Toinko referred to the Access for All bid and asked if NWR could move to GRIP 3 before the funding had been secured from GRIP 2. SC advised to hold off and commented that it would be good to get the full amount of funding due to the planned activity in the station area. SC added that there could be other opportunities.

(SC left the meeting at this time.)

Open Forum – no items.

Reports from Central Bedfordshire Members – no items.

4656 **To note any Declarations of Interest relating to items on the agenda**
There were no Declarations of Interest.

4657 **Town Mayor's Announcements**

- (i) The Healthcare public meeting had been well attended with a number of items discussed. Members understood that the meeting highlighted that the engagement process these public meetings brought was very important and residents wanted more. Residents wanted to continue to push for better

services and a joint up approach from interested parties to pursue ideas, such as a new surgery and different styles of healthcare provisions, was welcomed.

- (ii) Cllr Badham asked if the Council were writing to the interested parties regarding the meeting outcomes. Members were advised that actions and comments would be sent.
- (iii) The Town Mayor had attended the ABF Soldiers Lunch, Ampthill Civic Service and the former Town Clerk's retirement lunch. The Deputy Town Mayor had also attended these three events as well as the Healthwatch Central Bedfordshire Festival for Older People.
- (iv) The Town Mayor had received a thank you card from the former Town Clerk for her gifts and the lunch event. The wording from the card was read aloud, including the news that she had been given an award at a recent SLCC Conference in appreciation for her service. She wished the Council all the best for the future.

4658 **Town Clerk's Report**

- (i) Members were advised that a Discussion Board was now available to use on Sharepoint and an explanation was given as to where to find it.
- (ii) The Police Priority Setting meeting had been rescheduled for 20th November and Cllr Roberts would be sent a copy of PC Dagley's email.
- (iii) The Acting Town Clerk advised that she had two items to be raised within the Confidential Section and this was agreed.

4659 **To confirm and adopt the Minutes of the 394th meeting of Flitwick Town Council held on 18th September 2018**

- (i) The Chairman asked for item 4649 – Resident Driven Projects – to add the Resolution that the three Manor Park proposals would be carried forward and all Members agreed this.
- (ii) It was proposed, seconded and agreed to **Resolve** that the Minutes of the 394th meeting of Flitwick Town Council held on 18th September 2018 having previously been circulated be taken as read, signed and adopted as a true record with the following amendment:- to insert 'It was Resolved to support all Manor Park Resident Projects (vote: all Members in favour).'

4660 **To confirm and adopt the Minutes of the 311th meeting of the Planning Committee held on 20th September 2018**

It was proposed, seconded and agreed to Resolve that the Minutes of the 311th meeting of the Planning Committee held on 20th September 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4661 **To confirm and adopt the Minutes of the 44th meeting of the Community Services Committee held on 25th September 2018**

- (i) The Chairman asked if the CCTV mentioned in item 488 – Town Clerk's Report regarding CCTV at the Millennium Park – was installed. Cllr Toinko commented that he did not think it was up yet and this would be investigated.

- (ii) Cllr Thompson asked if a location had been identified for the bench to be installed at the Manor Park (item 489 vii) as there were areas that were not permitted due to Natural England's plan. Cllr Badham advised that a location had been suggested but Members were waiting for exact details and plans. This matter would be discussed with the Amenities Officer and the Grounds Team Supervisor. The Acting Town Clerk suggested looking into if the bench could be incorporated as part of the 'Improving Access at Manor Park' Resident Driven Project.
 - (iii) It was proposed, seconded and agreed to **Resolve** that the Minutes of the 44th meeting of the Community Services Committee held on 25th September 2018 having previously been circulated be taken as read, signed and adopted as a true record.
- 4662 **To confirm and adopt the Minutes of the 38th meeting of the Corporate Services Committee held on 26th September 2018**
 It was proposed, seconded and agreed to **Resolve** that the Minutes of the 38th meeting of the Corporate Services Committee held on 26th September 2018 having previously been circulated be taken as read, signed and adopted as a true record.
- 4663 **To confirm and adopt the Minutes of the 312th meeting of the Planning Committee held on 11th October 2018**
 It was proposed, seconded and agreed to **Resolve** that the Minutes of the 312th meeting of the Planning Committee held on 11th October 2018 having previously been circulated be taken as read, signed and adopted as a true record.
- 4664 **To confirm and adopt the Minutes of the 87th meeting of the Business Services Committee held on 11th October 2018**
- (i) Cllr Blazeby referred to item 949 – Young Enterprise Request (Recommendation) – and asked for an additional comment to be added to investigate possible linkage with the new Flitwick Business Group.
 - (ii) It was proposed, seconded and agreed to **Resolve** that the Minutes of the 87th meeting of the Business Services Committee held on 11th October 2018 having previously been circulated be taken as read, signed and adopted as a true record with one amendment:- to insert 'Possible linkage with Flitwick Business Group to be investigated' within the Recommendation.
- 4665 **To agree the proposed Calendar of Meeting Dates for 2019**
- (i) Cllr Sheehan had written into the office requesting for all Planning Committee meetings to start at 7.45pm regardless of whether or not Business Services was taking place on the same night. Members were in agreement to progress with all meeting start times of 7.45pm but some noted that there could be quorum issues.
 - (ii) The calendar of meeting dates for 2019 were agreed.
- 4666 **Christmas Lights**
- (i) Cllr Badham advised that the Christmas Lights Working Group had been discussing future options for future events and the creation of a long-term plan. A meeting would be held in January to discuss ideas, which at the moment

included moving the event to the Millennium Park with the Village Hall being an indoor option for bad weather.

- (ii) Representatives from Bubbles Lighting and Woolgar Electrical who attended the Group's meetings had mentioned on-going maintenance as an area to look at and the possibility of extending the lighting stock to complement the higher profile event.
- (iii) Cllr Thompson commented that the reason the event did not take place at the Millennium Park was due to not seeing many lights come on in that location and Cllr Badham explained that some of the lights could be moved to nearby. Cllr Badham reiterated that these were just ideas at present and asked Members if they had any suggestions. Cllr Thompson advised that the Ampthill Lights Switch On event involved community groups and had a large fundraising event earlier in the year. Cllr Badham explained that the Working Group had also discussed this.
- (iv) The Chairman asked if the outlay amount was known and commented on the Precept implications.
- (v) Cllr Blazeby commented that he would support the event moving away from the Tesco car park and the Acting Town Clerk advised there could be scope to have the event outside Barclays like in previous years once the Market Towns improvements had been installed. Cllr Thompson explained about past Lights Switch On events outside Barclays and that a road closure used to be implemented on Station Road. Cllr Blazeby added that the opening of new areas as part of the town centre redevelopment project could provide opportunities for other events and suggested Community Services discussing it.
- (vi) Cllr Williams commented that there could be an issue with vandalism if the lighting was to move to the Millennium Park.

4667 To discuss the Pig Rearing Co-operative proposal – presented by Cllr Larkins

- (i) The Acting Town Clerk advised that she had hoped Cllr Larkins would be present to explain to Members where the investigations were at for this proposal. She added that most of the Recommendations that had been presented at the August Community Services meeting had been carried out other than the consultation element, which was perhaps most important.
- (ii) The Acting Town Clerk suggested that the Members could support the proposal in principle subject to consultation notices going up and liaison with neighbouring plot holders if they wished to. Cllr Lutley commented that an allotment holder had expressed concern as they believed for pigs to be on allotments, people needed to be certified to look after the animals. The Amenities Officer was looking into this matter and was speaking to the National Allotment Holders Association to investigate. Cllr Dann added that he had not been able to find any legislation against having pigs on allotment sites.
- (iii) The Chairman asked for this item to be deferred until adequate information had been sought in order to make a decision.

4668 Highways – Identify any white lining required in Flitwick

- (i) Cllr Blazeby had attended a recent Highways Meeting and CBC Members had asked the Council to highlight areas that should go onto the list for improved white lining. He added that being on the list did not mean that it would necessarily get marked however Officers would look into the areas mentioned.
- (ii) Cllr Feerick suggested that the raised tables needed remarking and the Chairman asked for the Grounds Team to investigate other areas that needed attention.

4669 **To receive reports from representatives on Outside Bodies**
There were no reports.

4670 **Questions**

- (i) Cllr Blazeby referred to a previous discussion where Members recommended working in cooperation with CBC Ward Members regarding the proposed crematorium. The Chairman advised that this item was to be discussed under the Confidential Section however Members voted to move the item into the open section as knowledge of the crematorium was in the public domain and this was agreed.
- (ii) Cllr Thompson advised the CBCllrs that the Corporate Services Committee had recommended liaising with them regarding investigating if there was a more appropriate site. He added that there was CBC land adjacent to the land the Town Council had purchased for a new burial ground and asked if it was possible for the crematorium to be built there. Cllr Thompson commented that there would be less traffic/Highways issues.
- (iii) CBCllr Turner asked if the Council had raised these problems with the Officers who coordinated the CBC consultation and Members advised they had done. CBCllr Turner advised that the proposal was in its very early stages where information was being gathered and 15 sites had been considered with 2 being shortlisted based on a number of requirements. He added that the Town Council's previous intention to build a mini crematorium was on a much smaller scale than CBC's proposal and CBC were unaware how far the Town Council had got with progressing their mini crematorium.
- (iv) The Chairman stated that the reason the Town Council had not progressed was due to the results of a Need Survey and advice given regarding the distance between already operating crematoriums and Flitwick. Advice had been given that other crematoriums were not operating at capacity and Cllr Thompson advised that the Town Council were in support of the concept of providing a crematorium but had shelved the idea due to other constraints. Cllr Blazeby commented that CBCllr Chapman had previously indicated that there was some negative feedback regarding the chosen site and whilst it was not a planning application, he believed liaising with the Ward Members was necessary.
- (v) The Chairman suggested discussing this at the next meeting after consultation feedback from Cllr Ghent. He added that the Town Council would welcome Cllr Ghent to the next meeting.
- (vi) CBCllr Turner advised that the concept design looked good and supported the idea of liaising with the Town Council.

- (vii) Cllr Platt had been contacted by a resident regarding the traffic on Steppingley Road and asked if a 7.5 tonne vehicle limit could be imposed. CBCllr Turner advised that this was not currently possible due to the road being an M1 diversion route if the motorway was shut. CBCllr Turner added that after the M1-A6 link had been built then vehicle weight restrictions could be investigated.
- (viii) Cllr Badham asked if a response had been received from the Police & Crime Commissioner's Office regarding the Minutes were sent to them from the Annual Town Meeting in April.

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 17, 18, 19 & 20 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and item 21.

4658 cont. **Town Clerk's Report**

The Acting Town Clerk updated Members on two matters under the Confidential Section.

4671 **To confirm and adopt the Confidential Reports from the following meetings**

i) Town Council Personnel Report from 17th July 2018

This item was deferred to the next meeting.

ii) Town Council Personnel Report from 29th August 2018

It was proposed, seconded and agreed to **Resolve** that the Town Council Personnel Report from 29th August 2018 having previously been circulated be taken as read, signed and adopted as a true record.

iii) Town Council Personnel Report from 18th September 2018

It was proposed, seconded and agreed to **Resolve** that the Town Council Personnel Report from 18th September 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4672 **CBC Crematorium Proposal**

Members voted and agreed to discuss this item in the public section under Minute Number 4670.

4673 **To discuss the potential development off Trafalgar Drive and land transfer**

- (i) It was proposed, seconded and agreed to discuss this item in the public section of the meeting and this was agreed.
- (ii) The Chairman reminded Members that a Resolution had been agreed (in principle subject to land searches, covenants etc.) at the August Town Council meeting to accept land from the developers to extend the Country Park site. Following a presentation from Rapleys at the September meeting, Members raised concern as to whether the Council wished to accept the land going forward.
- (iii) Cllr Sheehan had sent in information stating that a CBC Ward Member had clarified that the development was on greenbelt land and that there was no Development Plan for the site. Cllr Blazeby commented that he was against supporting housing on the site with this knowledge.

- (iv) Cllr Thompson advised that usually the Council could not re-discuss a Resolution unless information came to light that made the original decision inappropriate. He and other Members agreed that the Council were not correctly informed at the August meeting and requested for the decision to be rescinded.
- (v) The Chairman stated that five Members had written to him asking for the decision to be rescinded, which meant a vote on the matter could take place.
- (vi) Cllr Thompson commented that Cllr Badham had previously mentioned that residents had been given the inaccurate impression by the developer's marketing material that the Council supported the development. He asked for it to be made clear to residents that this was not the case and no definite decision had been reached. This would be promoted in the next Flitwick Papers.

It was **Resolved** to rescind the original decision made at the Town Council meeting on 29th August 2018 – Minute No. 4638 – pending a full review on matters regarding suitability of development (vote: all in favour).

4674 **To confirm the appointment of the new Town Clerk**
The Chairman updated Members on the interviews for the new Town Clerk.

4675 **Questions**
Cllr Badham asked a question under the Confidential Section.

Meeting closed at 9.55pm.

Signed
(Chairman)