

## **Flitwick Town Council**

Minutes of the 389<sup>th</sup> meeting of Town Council will be held on  
Tuesday 17<sup>th</sup> April 2018 at the Rufus Centre at 7.45pm

Present: Cllr G Mackey (Chairman)  
Cllrs K Badham I Blazeby M Bonner  
J Dann A Larkins A Lutley  
M Platt K Quantrill J Roberts  
P Thompson M Waites

Also present: CBCllrs C Gomm A Turner

In attendance: Town Clerk Assistant Town Clerk

Apologies for Absence Accepted: Cllrs J Blakeman P Feerick M Sheehan  
M Williams CBCllr F Chapman

No Apologies Received: Cllr V Owens

**Open Forum** No items

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

1. Members were advised that CBC Highways Engineers had received an order to commence the design process for traffic calming measures outside Flitwick Lower School as part of a School Safety Scheme. In addition, it was most likely that a zebra crossing would be added. Consultation would follow.
2. CBCllr Turner had attended CBC Traffic Management meeting and the following had been agreed for the Flitwick Market Towns project:
  - i) Change the pelican crossing to a zebra crossing in the High Street – this had been withdrawn
  - ii) Install a raised table along Kings Road (for street scene enhancements rather than traffic calming)
  - iii) Yellow lining for Ampthill Road and exit vision splays to Chauntry Road and The Paddocks
3. CBCllr Turner stated that he had sent information to the Town Clerk on 25<sup>th</sup> March relating to Cllr Badham's previous question on grant funding for the Station Regeneration. The Town Clerk advised that the Council's registered domain for emails had not been working and therefore this email had not been received. CBCllr Turner read out the email, which explained that CBC had targeted a number of funding sources, including those for Housing Infrastructure, Marginal and Facilitated Construction Fund. Flitwick was not in that round of the Housing Infrastructure Fund and it was expected to receive a decision on the alternative fund by the end of the month. Members were advised that the project would go ahead with or without this funding, through a partnership. The Town Clerk would circulate the hard copy of this email to Members.
4. Members received an update on the tree-planting schedule at Flitwick Woods. There were still trees to be removed and the bad weather had caused a delay on this. CBC were monitoring the regrowth and the extent of the gaps between the trees as successful growth was important. There were some ground level improvements to be

made. CBC had been successful in securing some funding via the Green Infrastructure Scheme to extend the bridleway towards Windmill Road, to protect habitats and to install some boundary fencing and notice boards.

5. CBCllr Turner commented that separate issues for Chapel Road parking and Flitwick Woods that had been raised prior to the meeting by Cllrs Blazeby and Dann, which could be discussed at the relevant Committees.
6. CBCllr Gomm advised that Central Government had released a consultation relating to powers for Police, landowners and Parish Councils for traveller encampments. Concerns had been raised with MP's therefore the level of powers were being looked into. The consultation was due to close on 15<sup>th</sup> June and any revisions would be moved on quickly. CBCllr Gomm stated he would keep Members updated on this.

**4563 To note any Declarations of Interest relating to items on the agenda**

Cllr Blazeby Declared an Interest relating to item 11 therefore he signed the Declaration of Interest Book and took no part in the discussion.

**4564 Town Mayor's Announcements**

- (i) The Town Mayor and Deputy Town Meeting advised they had attended the Annual Town Meeting.
- (ii) The Town Mayor advised that some Members might have been aware of the passing of Dawn Sutherns, Town Clerk of Ampthill. He advised that the Town Clerk had attended the funeral that day and the Council wished to pass on their sympathies and condolences to her partner Ian, family and friends.

**4565 Town Clerk's Report**

- (i) Members were informed that staff had been experiencing email difficulties towards the end of the previous week as the domain for .gov had gone down and many emails were lost. The website had also been lost during this time. Complete IT (CIT) had been on site to install SharePoint and luckily they were able to reinstate the website at the same time. Staff members were not able to know what emails had been lost and would have to wait and see if people contact the Council again about these enquiries.
- (ii) The Chairman asked for CIT to be contacted to ask why the domain had been lost and it was explained that it was not their responsibility but that of the website host. The Chairman requested for the IT Panel to work with the Town Clerk on this matter.
- (iii) Members were informed that a post about this had been put on Facebook and a note had been put on the website about the emails once it was live again.

**4566 To confirm and adopt the Minutes of the 388<sup>th</sup> meeting of the Town Council held on 20<sup>th</sup> March 2018**

- (i) Cllr Quantrill referred to the Resolution regarding the agreement made for CHUMS to hire the Millennium Park for an Outdoor Cinema event. He commented that this decision would impact on local residents through noise issues and that residents should be notified of any events like this as a matter of courtesy. Cllr Waites advised that since this decision was made, CHUMS had decided to use an alternative site in Ampthill for their event.

- (ii) It was proposed, seconded and agreed to **Resolve** that the 388<sup>th</sup> meeting of the Town Council held on 20<sup>th</sup> March 2018 having previously been circulated, be taken as read, signed and adopted as a true record.

4567 **To confirm and adopt the Minutes of the 33<sup>rd</sup> meeting of the Corporate Services Committee held on 28<sup>th</sup> March 2018**

It was proposed, seconded and agreed to **Resolve** that the 33<sup>rd</sup> meeting of the Corporate Services Committee held on 28<sup>th</sup> March 2018 having previously been circulated, be taken as read, signed and adopted as a true record with the amended spelling of 'Health' for the Health & Safety Report item.

4568 **To confirm and adopt the Minutes of the 41<sup>st</sup> meeting of the Community Services Committee held on 4<sup>th</sup> April 2018**

- (i) Cllr Blazeby referred to item 457(a) – Events Review Report – and asked for an additional sentence to be included that Council Policy did not require community events to break even.

- (ii) It was proposed, seconded and agreed to **Resolve** that the Minutes of the 41<sup>st</sup> meeting of the Community Services Committee held on 4<sup>th</sup> April 2018 having previously been circulated, be taken as read, signed and adopted as a true record with the amendments: add Cllr Bonner to those present and insert a sentence about Council Policy not requiring community events to break even.

4569 **To confirm and adopt the Minutes of the 333<sup>rd</sup> meeting of the Planning Committee held on 5<sup>th</sup> April 2018**

- (i) Cllr Dann referred to item 2446 (Questions) – Councillor visit to Flitwick Mill – and stated that the language used in the Minutes did not represent what was discussed. He commented that this needed re-wording to remove the 'bribery' wording as this was a general invite to view the Mill.
- (ii) Members were in agreement that visiting the Mill would not compromise their position as it was a general tour and hospitality could be accepted.
- (iii) The Assistant Town Clerk commented that the Minutes of the Planning and Community Services Committees being discussed that evening had been prepared by the Events Assistant who had not written formal Minutes before or had training. With this in mind, the Members wished to thank the Events Assistant for agreeing to do the Minutes for both meetings at the last minute as she had done a good job.
- (iv) It was proposed, seconded and agreed to **Resolve** that the Minutes of the 333<sup>rd</sup> meeting of the Planning Committee held on 5<sup>th</sup> April 2018 having previously been circulated, be taken as read, signed and adopted as a true record with the amendment of rewording item 2446 relating to the Flitwick Mill tour.

4570 **To confirm and adopt the Minutes if the 81<sup>st</sup> meeting of the Business Services Committee held on 12<sup>th</sup> April 2018**

It was proposed, seconded and agreed to **Resolve** that the Minutes of the 81<sup>st</sup> meeting of the Business Services Committee held on 12<sup>th</sup> April 2018 having previously been circulated, be taken as read, signed and adopted as a true record with the amendment of adding Cllr Larkins to Apologies Received.

4571 **Flitwick Combined Charities**

**a) To accept the nomination of Shelia Smith for the vacancy on Flitwick Combined Charities**

- (i) Cllr Lutley proposed the nomination of Sheila Smith for the vacancy on Flitwick Combined Charities which was seconded by Cllr Thompson.

It was **Resolved** for Sheila Smith to fill the vacancy on Flitwick Combined Charities.

**b) To note the accounts of the Flitwick Combined Charities**

- (ii) Cllr Lutley advised that the accounts were not noted at the Annual Town Meeting on 10<sup>th</sup> April due to the Trustees on Flitwick Combined Charities having problems finding out the accounts information following the death of their Chairman.
- (iii) Cllr Lutley still needed to receive further information before the accounts could be presented therefore this matter was deferred to the next meeting.

4572 **Resident Driven Projects Panel Update**

- (i) The Chairman advised that the Panel had met to consider a number of project proposals from residents and four would be put to the community vote. Three related to the Manor Park and the fourth suggestion was a cooking related project for adults.
- (ii) A couple of the unsuccessful proposals did not fit the criteria and better suited the grant application process. Applicants would receive a letter to this effect.
- (iii) Cllr Blazeby had submitted three project proposals as a resident and the Chairman advised that the Panel wanted the Council to discuss if these projects could appropriately go to the community vote or not.
- (iv) Cllr Quantrill commented that he did not see a problem with Cllr Blazeby's projects being voted on as long as he did not sit on the Panel or be in the same room when projects were being discussed so that he had no influence on decisions.

(Cllr Blazeby left the meeting at this time.)

- (v) The Chairman explained that Cllr Blazeby's proposals were of interest but the Panel believed these could be taken on in-house and not under the umbrella of Resident Driven Projects as this was a difficult situation.
- (vi) Members were briefly informed about the project proposals from Cllr Blazeby (Share Flitwick: A Library of Things, Walk the Flitwick Green Wheel and A 'Taste of Flitwick'). The Town Clerk stated that these proposals could be referred to Community Services to see if these could be delivered through the Committee system. There was potential to link one with the Fun Palace event, one could be a Planning Obs fund application etc.
- (vii) Cllr Quantrill stated that he would be happy to progress with Cllr Blazeby's suggestions as long as there was no risk of the public thinking something had been compromised.

- (viii) The Chairman gave Members a brief overview about the viable projects. Cllr Thompson asked if Members could be sent some background information on the projects and this was agreed.

It was **Resolved** to accept the four viable Resident Driven Projects and consider delivering Cllr Blazeby's proposals in-house.

(Cllr Blazeby re-entered the meeting at this time).

**4573 To discuss 'Flitwick white gates' following discussions at the Highways meeting on 9<sup>th</sup> April 2018**

- (i) Cllr Blazeby had attended the Highways meeting and advised that the white gates upon entering Flitwick were rotting and a discussion was had about whether the Council should replace them cost effectively or move them as the 'start of Flitwick' had moved further out with new developments.
- (ii) Cllr Roberts asked how much this would cost and Cllr Blazeby stated it was approximately £800 for new UPVC gates and more to move them because CBC would need an external contractor to carry out surveys etc.
- (iii) Cllr Thompson suggested talking to CBC as he did not feel the signs should be where they used to be. Cllr Quantrill disagreed as he stated this was not unusual in built-up areas and it gave a historic footprint.
- (iv) The Town Clerk asked if CBC had given the Council permission. Cllr Blazeby commented that the consensus at the Highways meeting was that it was likely we were able to put new UPVC gates up in the same position. CBCllr Gomm mentioned that the Technical Officer from CBC had stated that the biggest cost for moving the gates would be to find out about services.
- (v) The Assistant Town Clerk mentioned that the Amenities Officer had asked for Members to be aware that permission had not yet been received from CBC but she was chasing this. The Chairman asked CBCllr Turner if agreement could be given that evening and he said it could.

It was **Resolved** to get prices for green oak and UPVC replacement gates for the entrance to Flitwick signs for discussion at either the next Full Council or Community Services meeting.

**4574 To receive reports from representatives on Outside Bodies**

- (i) Cllr Blazeby advised that he had attended the Patient Participation Group meeting the previous day. The current Chair, Vice Chair and Secretary were intending to step down at their Annual Meeting and the Group discussed the opportunity of a new site, continued parking issues and the use of the Clinic. There was a meeting that week about an Ampthill/Flitwick Medical Hub.
- (ii) Cllr Blazeby had mentioned that the Council were looking to do a Residents Survey and the Practice Manager had been against this happening.

- (iii) Cllr Bonner commented that parking at the Surgery was horrendous.

4575 **Questions**

- (i) Cllr Blazeby asked if the increase in minimum wage had been acted upon for jobs at the Council and Cllr Lutley advised this was in her later Report from the Personnel Panel.
- (ii) Cllr Quantrill advised that since the warmer weather had started, residents near to the Millennium Park were experiencing noise issues. Sound systems that were generator powered were being used at the Skatepark and he felt that the young people doing this would need an Entertainments Licence for this type of equipment. Cllr Quantrill had spoken to a young person that evening about the noise and he had been told that they were 'allowed to make noise until 8pm.'
- (iii) Cllr Quantrill added that various events take place in that area (e.g. Fair, Village Hall functions etc.) throughout the year and in general, the residents were tolerant but the patience of these residents was now being tested. He added that the Skatepark Competition in the summer included bands and went on for a whole day and residents needed to be advised about these types of events. Cllr Larkins advised that the Skatepark Competition was not taking place this year.
- (iv) Cllr Quantrill asked if anything could be done about the sound systems. The Chairman requested for the Town Clerk to speak to 4YP who could talk to the young people and report back to the Council.
- (v) Cllr Bonner asked if the Fun Fair was coming to Flitwick a week later than planned because of ground conditions and he also asked if the Grounds Team had checked the field. The Town Clerk advised that the Grounds Team Supervisor and Fun Fair Owner, Henry Harris, had checked the field.
- (vi) Cllr Roberts commented that the Annual Town Meeting (ATM) had gone well and had an encouraging number of residents there, probably due to the level of interest in crime. He added that it was disappointing that the MP had not attended and the Chairman advised he would be contacting the MP about this.
- (vii) Cllr Roberts stated that there were three main issues raised at the ATM (parking, Doctor's Surgery and crime) and he asked if the Council could do another public meeting to demonstrate these feelings.
- (viii) Cllr Badham commented that he was glad Cllr Roberts had suggested this as he had put together a proposal to hold quarterly public meetings for better public engagement. The Police had found the ATM very useful and Cllr Badham added that residents had not previously understood the responsibilities of the Town Council, CBC etc. so residents now knew who to contact with concerns for better targeted complaints and suggestions.
- (ix) Cllr Waites referred back to an earlier set of meeting notes from when some Members met with the MP and he stated the responses from her, on reflection, were very negative. He asked if the Council should report this in any way as the meeting (which took a long time to achieve) had resulted in negative responses. Cllr Roberts commented that the MP had mentioned that many matters raised

were not her responsibility and remarks like this at the ATM would have caused unhappiness, especially as the MP had said Flitwick crime levels were low.

- (x) The Chairman commented that the Members who attended the meeting with the MP did not feel it was negative although the Council did not receive the level of backing that was wanted in the form of enthusiastic support.
- (xi) Cllr Dann stated that the MP had deemed the crime levels in Flitwick to be low by comparing them to other places and he felt the meeting was overall more positive. He asked how the Council would publish the notes of the meeting with the MP after this much time had passed.
- (xii) Cllr Badham suggested within his proposal that a brief report summarising resident opinions from the ATM could be sent to the MP and the Police & Crime Commissioner's Office and the Council could request a response from both parties. The responses could be publicised.

It was **Resolved** to:

1. Set up another meeting with the MP
2. Send a summary report to the MP's Office and the Police & Crime Commissioner's Office regarding resident opinions expressed at the ATM
3. Invite relevant organisations to a public meeting on healthcare

- (xiii) Cllr Thompson commented that Network Rail were the biggest problem regarding the much needed Town Centre Redevelopment access improvements. He requested to try and get a meeting with the Minister for Transport for this purpose and also to approach the Senior Health Minister for healthcare provision concerns for the Flitwick area. He added that he hoped CBC Members would support this because it was difficult to get the organisations to agree.

### **Confidential Section**

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

- 4576      **To receive an oral report from the Chairman of the Personnel Panel**  
Members received an report from the Chairman of the Personnel Panel.

It was **Resolved** for the Town Mayor, Chairman of Personnel Panel and the Town Clerk to be given authority to formulate a counter offer of employment for a temporary member of staff.

- 4577      **Questions**  
There were no questions.

Meeting closed at 9.25pm.

Signed .....  
(Chairman)