

FLITWICK TOWN COUNCIL

Minutes of the 392nd Meeting of Flitwick Town Council held on Tuesday 17th July 2018 at the Rufus Centre

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

Also present: CBCllrs C Gomm A Turner
The Forum – 6 representatives
Respite at Home Volunteers – 2 representatives
L Abbott – fnscreative (Local Business)

In attendance: Town Clerk Assistant Town Clerk

Apologies for Absence Accepted: Cllrs P Feerick M Waites
No apologies received: Cllrs M Bonner A Larkins K Quantrill

Town Mayor Charities Cheque Presentations

The Town Mayor welcomed representatives from The Forum and Respite at Home Volunteers to the meeting. Both charity representatives were presented with cheques for £1,000, which had been raised as part of the Town Mayor's events calendar for 2017-18. The Council were thanked for supporting the charities and photographs were taken.

To receive a presentation from Laurence Abbott from fnscreative regarding Flitwick Business Group (FBG)

1. L Abbott (LA) was a local business owner who had been involved in the development of Flitwick Business Club, which was currently organised by the Council.
2. FBG was a working title and was an extension of the current networking and training sessions provided at the Business Club. FBG would operate like local Chambers but in a less formal way with local business sentinels forming a Strategy Group, which the Council would be part of if the Council were in agreement.
3. The key aim was to facilitate trade between local businesses with Flitwick businesses being the primary focus. It would compliment other networking groups, e.g. Ampthill and Barton, and broadly support Flitwick being a nice place to work.
4. FBG would operate as a single place for community groups and schools to go to for sponsorship and a big impact could be present at the Carnival. The Group could have a crest for businesses to display.
5. Memberships would be tiered at a nominal fee to cover running costs with the website being central to this. Detail was to be worked on but the tiers would consider regional fees, i.e. cheaper for Flitwick Businesses, slightly more expensive for Ampthill and so on. Members would have access to benefits, e.g. the restricted website area, preferential listings, 'members-only' discounts, etc.
6. FBG Strategy Group would do the administration and be formed by co-opted members and currently the organisations/businesses interested were: Rebecca L Faret Solicitors, fnscreative, Barclays and Woolgar Electrical. Others businesses had been approached and it was hoped that the Council could formally join FBG after this meeting. This Strategy Group would administer the fees, set overall strategy/direction and facilitate discussion.
7. Members were handed copies of FBG's proposal, which explained more details about how the Group would operate and the virtual centre point of the website hub. The logos included were just ideas at present.
8. The Strategy Group would take a proactive role in setting themes, inviting speakers etc. and The Rufus Centre was an ideal venue for this. Rebranding would take place and

the marketing of FBG would be planned and this would probably form the main part of discussions at the first meeting in August.

9. The website would advertise the networking sessions and recordings could be put on there for training sessions should people be unable to attend these.

10. LA commented that he would like the Council involved and asked if there were any questions. The Chairman advised that this would be discussed at item 6 on the agenda.

Open Forum

There were no items.

Reports from Central Bedfordshire Members

1. CBCllr Gomm commented on the unacceptable deterioration of the service provided to passengers of Flitwick Station by Network Rail. CBC had complained forcefully to the necessary organisations, including Govia. There was a compensation scheme available and a new timetable was coming into place soon.

2. The consultation period had opened for the proposed M1 to A6 Link Road, which was encouraging for lorry restrictions and usage of the bridge in the town centre.

3. Cllr Blazeby commented that the parking consultation had closed in May and despite emailing the Traffic Management Officer at CBC asking for when the results would be declared, he had not received a response. CBCllr Turner asked Cllr Blazeby to re-send the email and copy the Ward Members in so that they could take this matter up.

4609 To note any Declarations of Interest relating to items on the agenda

There were no Declarations of Interest.

4610 Declaration of Acceptance of Office for new Member

- (i) Cllr Toinko stood and read his Declaration of Acceptance of Office for Flitwick Town Council and signed the documentation. The Chairman welcomed Cllr Toinko to the Council and asked him to introduce himself to Members.
- (ii) Cllr Toinko advised that he lived in Flitwick and was originally from Luton. He was an Accountant and currently worked as a Management Consultant in London. Cllr Toinko had two children and his family often used the Library and parks in Flitwick.

4611 Town Mayor's Announcements

- (i) The Town Mayor did not have any announcements.
- (ii) The Deputy Town Mayor advised which events he had attended including Dunstable Town Mayor's Charity Coffee Morning with Cllr Williams, Bedford River Festival and a Flitwick Scouts event where he had given a talk.
- (iii) Cllr Williams advised she had attended the Rotary's Party, Houghton Regis Coffee and Cake and the Charity Coffee Morning in Dunstable.

4612 Town Clerk's Report

- (i) Members were asked if they wanted staff to apply for Greensand Country (GC) signs to go on the 'Welcome to Flitwick' gates/signage that currently existed. Cllr Blazeby asked if the GC signs would replace the current signs or be in a different location. The Town Clerk explained that the GC signs would be in addition to the current gates in the same location.
- (ii) Cllr Sheehan asked if this opportunity was for the sign alone or installation as well. Members were informed that the funding was just for the GC sign.

It was **Resolved** for the Council to apply for Greensand Country signs.

- (iii) Members were advised that the 'paper' votes for Resident Driven Projects were being counted and at present, the 'Pond Dipping at Manor Park' application had the most votes from SurveyMonkey responses.
- (iv) PNC were available to deliver a Cllr/Staff Workshop on GDPR on 1st August. The Chairman asked the Town Clerk to email Members with this information.

4613 To discuss the Town Council's potential involvement in Flitwick Business Group (FBG)

- (i) Cllr Blazeby asked how the new Group affected the current Business Club. Cllr Badham explained that the networking etc. currently provided would form the 'networking' section of the proposal. Members were informed that due to staffing issues, the loss of the contact list through GDPR, workloads etc. the current Club was not attracting many businesses. Cllr Badham added that the proposal from fnscreative had come at the right time to add more businesses to the networking sessions with a better reach and more businesses would feed into the Group.
- (ii) Cllr Blazeby asked about the Council's involvement in terms of resource levels. Members were informed that the level of staff time etc. would remain the same.
- (iii) Cllr Blazeby questioned how FBG fitted in with the Discover Flitwick website. Cllr Badham advised that Discover Flitwick was not just business based but links could be formed and the sites would be complimentary. The steps as to how the sites could connect would be looked into. It was agreed that unnecessary duplication would not take place.
- (iv) Cllr Blakeman commented that if the current Club was suffering it would be beneficial to look at what this proposal would bring. Cllr Badham advised that there would be more input from businesses and the Group would be a better vehicle to get an idea of what businesses wanted. The Council would still have an input.
- (v) Cllr Williams asked if the Council would lead the consortium element. The Assistant Town Clerk explained that the Council would not be leading the Strategy Group however Council staff would continue to lead on the current networking element.
- (vi) Cllr Thompson gave some background information regarding the former Chamber of Trade and added that this proposal would put this idea back into the community in a modern format and he liked that it would be led by businesses, whilst the Council maintained an influence in the Strategy Group.

It was **Resolved** to agree to the Flitwick Business Group proposal with the Council being a member of the core Strategy Group.
Vote: 11 in favour, 1 abstention.

(L Abbott left the meeting at this time).

4614 To confirm and adopt the Minutes of the 306th meeting of the Planning Committee held on 7th June 2018 (Chairman's Decisions)

- (i) It was proposed, seconded and agreed to **Resolve** that the Chairman's Decisions of the Planning Committee held on 7th June 2018 having previously been circulated be taken as read, signed and adopted as a true record.
- (ii) Cllr Sheehan commented that the recruitment of additional Subs for the Planning Committee should mean quorum issues would not occur in future.

4615 **To confirm and adopt the Minutes of the 391st meeting of the Town Council held on 19th June 2018***

- (i) Cllr Blazeby referred to the Action Log Report and asked if the Chairman had prepared this. He added that if the Report was ready, it should have been put on this meeting's agenda. The Chairman stated that the Report had not been prepared as he had been particularly busy but he noted the comments that had been raised at the last Business Services Committee meeting.
- (ii) Cllr Blazeby asked what the Report was due to consist of and the Chairman advised that it would detail the actions that had been carried out and provide a schedule of decisions to investigate further.
- (iii) It was proposed, seconded and agreed to **Resolve** that the 391st meeting of the Town Council held on 19th June 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4616 **To confirm and adopt the Minutes of the 36th meeting of the Corporate Services Committee held on 27th June 2018***

- (i) Cllr Blazeby referred to the Action Log item and asked the Chairman if this was for the same Report mentioned earlier. The Chairman confirmed that this was the same Report and Cllr Blazeby stated that the Committee's Action Log was up to date as required.
- (ii) It was proposed, seconded and agreed to **Resolve** that the 36th meeting of the Corporate Services Committee held on 27th June 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4617 **To confirm and adopt the Minutes of the 307th meeting of the Planning Committee held on 28th June 2018**

It was proposed, seconded and agreed to **Resolve** that the 307th meeting of the Planning Committee held on 28th June 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4618 **To confirm and adopt the Minutes of the 84th meeting of the Business Services Committee held on 12th July 2018***

It was proposed, seconded and agreed to **Resolve** that the 84th meeting of the Business Services Committee held on 12th July 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4619 **To fill Member Vacancies and Subs on the Business Services Committee**

- (i) After discussion it was agreed to **Resolve** that Cllrs Toinko and Williams fill the vacancies on the Business Services Committee and Cllr Lutley would be a Sub.
- (ii) The Town Clerk advised that there were currently no Subs nominated on the Community Services Committee and it was agreed to have this as an item on the next Council meeting agenda.

4620 **To accept the nomination of Mrs Hursthouse for the additional vacancy on Flitwick Combined Charities**

- (i) Cllr Lutley advised that Mrs Hursthouse had shown an interest in becoming a Trustee on Flitwick Combined Charities since her son had previously done so and she wanted to continue to serve the community.
- (ii) Cllr Dann asked if the lady's son had stepped down as a Trustee and Cllr Lutley advised that Mrs Hursthouse's son had died.

It was **Resolved** that Mrs Hursthouse become a Trustee on Flitwick Combined Charities.

4621 **Healthcare Survey**

- (i) The Town Clerk advised that the Flitwick Patient Participation Group (PPG) had met for their AGM the previous day and the survey had been presented. At first the survey generated a negative attitude but this was thawed following enthusiasm from the Clinical Commissioning Group (CCG) and Healthwatch. Some people at the AGM felt the survey did not go far enough and the PPG were going to provide an introduction and amendments. This information would be received once the new Chairman's contact had been given.
- (ii) Cllr Roberts advised that he had not been invited to the AGM and he found this suspicious considering he was the Council's Representative for this Body. Cllr Roberts explained that he would have attended and requested for the Town Clerk to ask the PPG why he was not invited.
- (iii) Cllr Thompson expressed concern as he thought that this survey had been organised by the Council and Healthwatch. He felt that the PPG being involved would have a negative influence and would give a different slant for the public as it was supposed to be an independent view. The Town Clerk advised that the amendments and introduction put forward from the PPG would need to be submitted to the Council for review and that Healthwatch felt this idea would help. Cllr Blazeby echoed the concern and stated that allowing a forward to be included by the Surgery was out of context from the original intention. Cllr Badham added that he had suggested the survey and an introduction from the Surgery would not serve the Council well. Cllr Badham added that support from the CCG and Healthwatch was welcomed but it was important to arrange the public meeting on Health as soon as possible, which results would feed into.
- (iv) The Chairman commented that there was not another Council meeting until September so this would not work for timescales set so the PPG's involvement would delay matters. He asked for the Health meeting to be organised as planned for the end of September and to make the survey live.
- (v) Members asked if the questions could be circulated and following this, the Assistant Town Clerk provided the Chairman with a copy of the draft survey. The Chairman read the questions aloud and asked Members if they had suggestions. Cllr Badham requested for rating the booking systems.
- (vi) Cllr Blakeman commented that when she was the PPG Representative from the Council 3-4 years ago, there was a survey done but she never saw the outcomes. She asked if this survey would get a better response and the Chairman advised it would do and explained about the information feeding into a public meeting on healthcare provisions. Cllr Blakeman added that a forum event was held before but again, she was not aware of outcomes.

- (vii) Cllr Thompson advised that the waiting list for Flitwick Surgery was currently shut due to the increasing population and this needed to be addressed as Ampthill Practices would soon see difficulties if nothing is done.

It was **Resolved** to proceed with the Healthcare Survey without an introduction from the PPG with a statement to say that the survey had been put together by the Town Council and Healthwatch. Original timescales would be adhered to in time for a public meeting on Health at the end of September.

Vote: all in favour.

4622 **To receive reports from representatives on Outside Bodies**

There were no reports on Outside Bodies.

4623 **Questions**

- (i) Cllr Badham asked for a letter from the Council to be sent regarding the current unacceptable Thameslink service due to the review that was taking place and new timetable perceptions were not good. All Members were in agreement with this idea and Cllr Badham agreed to draft a letter, which he would circulate.

(CBCllrs Gomm and Turner left the meeting at this time.)

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 17 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and item 18.

4624 **To receive an oral report from the Chairman of the Personnel Panel**

i) General

- (i) Members received a general update from the Chairman of the Personnel Panel.

It was agreed to **Resolve** to:

1. Move forward on proposals suggested by Personnel Panel and to proceed with recruitment for a Full Time Events Assistant post.

Vote: 11 in favour, 1 abstention.

2. Progress with the Recruitment Plan presented.

Vote: All in favour.

(The Town Clerk and Assistant Town Clerk left the meeting at this time).

ii) Retirement Plan

- (ii) Members discussed a Retirement Plan.

4625 **Questions**

There were no questions.

Meeting closed at 9.42pm.

Signed
(Chairman)