

**Minutes of the 391st Meeting of Flitwick Town Council held on
Tuesday 19th June 2018 at the Rufus Centre**

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

Also present: Sam Caldbeck (Central Bedfordshire Council)

In attendance: Town Clerk Amenities Officer

Apologies for absence: Cllrs P Feerick M Waites M Williams M Platt
CBCllr C Gomm CBCllr Turner CBCllr F Chapman

No apologies Received: Cllr M Bonner

Presentation from Sam Caldbeck (CBC) on the Flitwick Train Station Regeneration Scheme and Market Town project

Members were advised that although it seemed as though little progress had been made with regards to this project, work was well underway with the scheme. There had been a successful public consultation which finished in September with results showing that a majority of the public were in favour of the proposals. Between February – April 2018 the site had been launched for market consultation which proved positive having over 20 developers showing an interest. CBC had met with 13 potential candidates who could deliver the scheme. Members were advised that the next stage within the scheme would be to market the site requesting formal expressions of interest which would include basic propositions. By October 2018 developers would be shortlisted and a deal established and finalised by November 2018. January 2019 would see work starting on the plans which would include applying for planning permission.

Cllr Roberts questioned whether there would be a mix of retail units available to let and also how many there would be. SC informed Members that there had been a significant amount of retail interest however no names could be mentioned at this time.

Cllr Badham queried what would drive the decision of the scheme being passed to a developer or delivered as a joint project with CBC. SC responded that the regeneration benefits would be taken into account whilst making a decision.

Cllr Blakeman raised concern that a mix of both retail and residential units being built would increase the traffic through Flitwick. SC informed Members that if an improved Town Centre is desired then naturally it would create more traffic however it would be hoped that schemes would be put in place to help mitigate this problem.

Open Forum There were no items.

Reports from Central Bedfordshire Members

There were no items.

4594 **To note any Declarations of Interest relating to items on the agenda**
There were no Declarations of Interest.

4595 **Town Mayor's Announcements**

- (i) The Chairman stated he had attended the following:-
Flitwick Carnival
David Thompson Memorial Service

Prospect House Afternoon Tea

The Chairman thanked everyone involved in the organisation of the Carnival.

- (ii) The Deputy Town Mayor had attended the following:-
Scouts AGM
Flitwick Carnival
Annual Army Benevolent Fund Soldiers Charity Event
- (iii) The Chairman informed Members that his chosen charities for the year were The Hope Programme and Hospitality Action.

4596 **Town Clerk's Report**

- (i) The Town Clerk informed Members that she had received communication from a resident with regards to a planning application that had been submitted in The Avenue, Flitwick. The resident expressed concern with regards to the added parking issues the proposed extension would have in the area and also noise issues. Members of the Planning Committee were asked to consider the views of residents when making a decision on the application.
- (ii) Members were informed that a letter as requested had been sent to the Police and Crime Commissioner.
- (iii) Members were informed that an email had been sent to CBCllr James Jamieson. The Chairman read aloud the email that had been sent.

4597 **To confirm and adopt the Minutes of the 390th meeting of the Town Council held on 15th May 2018**

- (i) It was proposed, seconded and agreed to **Resolve** that the Minutes of the 390th meeting of Flitwick Town Council held on 15th May 2018 having previously been circulated be taken as read, be signed and adopted as a true record.
- (ii) Cllr Blazeby asked if the Cllr/Staff Workshop Panel should be listed as a Committee. The Chairman informed Members that this would remain as a panel.

4598 **To confirm and adopt the Minutes of the 305th meeting of the Planning Committee held on 17th May 2018 (Chairman's Decisions)**

This meeting was cancelled due to a lack of quorum

It was proposed, seconded and agreed to **Resolve** that the Chairman's Decisions from the Planning Committee held on 17th May 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4599 **To confirm and adopt the Minutes of the 35th meeting of the Corporate Services Committee held on 23rd May 2018**

It was proposed, seconded and agreed to **Resolve** that the 35th meeting of the Corporate Services Committee held on 23rd May 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4600 **To confirm and adopt the Minutes of the 42nd meeting of the Community Services Committee held on 6th June 2018**

It was proposed, seconded and agreed to **Resolve** that the 42nd meeting of the Community Services Committee held on 6th June 2018 having previously been circulated be taken as read, signed and adopted as a true record.

- 4601 **To confirm and adopt the Minutes of the 306th meeting of the Planning Committee held on 7th June 2018 (Chairman's Decisions)**
This meeting was cancelled due to a lack of quorum
 The Chairman's Decisions were not yet done.
- 4602 **To confirm and adopt the Minutes of the 83rd meeting of the Business Services Committee held on 14th June 2018**
 It was proposed, seconded and agreed to **Resolve** that the 83rd meeting of the Business Services Committee held on 14th June 2018 having previously been circulated be taken as read, signed and adopted as a true record.
- 4603 **Finance**
(a) To receive and agree the accounts for 2017/18
 (i) Members noted and agreed the Accounts for 2017/18.
- (b) To receive and agree the Governance Statement 2017/18**
 (ii) Members noted and agreed the Governance Statement 2017/18.
- (c) To receive and agree the Annual Return 2017/18**
 (iii) Members noted and agreed the Annual return 2017/18.
- 4604 **Planning Committee**
(a) To consider reducing the number of Members on the Committee to 6
 (i) Members agreed to reduce the number of Committee Members to 6.
- It was **Resolved** for the Planning Committee to be reduced to 6 Members.
 Vote: 11 Members were in agreement, and 1 abstention.
- (b) To nominate Subs**
 Members were advised that there were Sub vacancies to fill on the Planning Committee.
- It was **Resolved** for Cllr Roberts and Cllr Larkins to be Subs on the Planning Committee.
 Vote: 12 Members were in agreement.
- 4605 **To receive reports from Representatives on Outside Bodies**
 There were no reports from Representatives on Outside Bodies.
- 4606 **Questions**
 (i) Cllr Blazeby asked for an update on the Councillor Vacancy. The Town Clerk advised that there would be an election on 2nd August.
- (ii) Cllr Blazeby felt that the Staff/Cllr Workshop Panel was not being taken seriously and no dates had been set for future workshops. The Town Clerk informed Members that the next session would be focusing on GDPR. The Chairman explained that once an audit report had been produced from the GDPR consultants a date could be set.
- (iii) Cllr Blazeby asked what the end date was for the Residents Driven Projects. The Town Clerk would investigate this.

- (iv) Cllr Blazeby asked the Chairman when an up-to-date action log would be ready for the Town Council meeting. The Chairman advised that he was currently working through this and hoped to have a report ready by the next meeting.
- (v) Cllr Dann commented that he was finding it difficult to use the Kindle at the meetings due to it being very slow.
- (vi) Cllr Badham advised that he had sent an email to the Chairman regarding the funding shortfall in the Housing Infrastructure Fund application but was yet to receive a reply. The Chairman apologised and was happy for this email to be sent to Central Bedfordshire Council.
- (vii) Cllr Sheehan asked if documents added to the Sharepoint could all be uploaded in the same format. Cllr Quantrill added that it would be useful for all documents to be in one file for each meeting. The Town Clerk advised Members that this would be investigated.
- (viii) a) Cllr Larkins asked Members if they had any questions regarding the Pig Rearing Co-operative presentation that was previously circulated. Cllr Thompson asked what security measures would be put in place. Cllr Larkins advised that stock fencing and cattle mesh would be installed and in addition to this the possibility of a solar powered electric fence would be installed.
- b) Cllr Quantrill asked if any planning requirement was required to have this on the Allotment site as it could be seen as a smallholding. In addition to this Cllr Quantrill asked if vet fees and public liability had been accounted for. Cllr Larkins advised Members that he was awaiting a response from an insurance company. The co-operative would consist of 7 members with all expenditure being split between the members fairly. Cllr Larkins added that a connection to the water would be required with a trough built within the enclosure.
- d) The Chairman felt that more investigation was needed before a decision was made and felt it should be referred to the next Community Services meeting.

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 20 and 21 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and item 22.

4607 Town Clerk's Report

- (i) The Town Clerk informed Members that she had been in contact with the Information Commissioners Officer who had given advice with regard to recording of confidential sections at Committee meetings.

4608 To receive an oral report from the Chairman of the Personnel Panel Members received a report from the Chairman of the Personnel Panel.

4609 Questions

Members asked questions under the Confidential Section.

Meeting closed at 9.06pm.

Signed
(Chairman)