

FLITWICK TOWN COUNCIL
Minutes of the 413th meeting of Flitwick Town Council held on 19th May 2020 via Zoom

Present: Cllr J Dann (Chairman)
Cllrs K Badham I Blazeby R Coleman P Dodds P Earles
A Lutley G Mackey M Platt J Roberts R Shaw
A Snape D Toinko M Williams

Also present: CBCllrs C Gomm N Bunyan

In attendance: Town Clerk Assistant Town Clerk
RFO & HR Officer Amenities Officer Rufus Centre Manager

Apologies for absence received: Cllrs M Halligan P Thompson

Due to the Town Mayor sending in his apologies, the current Deputy Town Mayor, Cllr Williams, chaired the opening section of the meeting. She read aloud a letter from the current Town Mayor, who had resigned from the Town Council. Cllr Williams thanked former Town Mayor and Councillor, Phillip Thompson, for his service and commented that she and her fellow Councillors wished him all the best.

Open Forum - no items.

4964 Election of Chairman/Town Mayor and Declaration of Acceptance of Office

- (i) Cllrs Dann and Mackey had indicated that they wished to stand as Town Mayor on Senior Roles paperwork circulated prior to the meeting and due to this, Members of the Council voted for who they wanted to see in this role via a poll system.
- (ii) After the vote, it was **Resolved** for Cllr Dann to be duly elected as Chairman/Town Mayor and he read the Declaration of Acceptance of Office. Under the current circumstances due to the coronavirus pandemic, it was noted that Cllr Dann would be able to sign the declaration at a later date.

4965 Election of Vice Chairman/Deputy Town Mayor and Declaration of Acceptance of Office

Cllr Snape had indicated that he wished to stand as Deputy Town Mayor on Senior Roles paperwork circulated prior to the meeting and there being no other nominations, it was Resolved to duly elect Cllr Snape as Deputy Town Mayor. Cllr Snape read the Declaration of Acceptance of Office and along with the Town Mayor, he would sign the declaration at a later date.

4966 Reports from Central Bedfordshire Members

- (i) CBCllr Bunyan had an update for the attention of Cllr Badham regarding homelessness. He had been unable to respond on the relevant Facebook site. CBCllr Bunyan advised about demand pressures for Central Beds Council (CBC) currently however Officers were placing more tenants into housing than normal. He gave statistics on rough sleepers in the area and advised that there had been no private landlord evictions.
- (ii) CBCllr Mackey advised that an extensive survey had been undertaken regarding highways. Ward Members had written a joint letter which included improvements to the footbridge in Ampthill Road which often flooded and resurfacing works to The Avenue. He recommended that the Town Council write to Highways to reinforce these improvement areas.

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Action: Amenities Officer/Town Clerk

(CBCllr Gomm entered the meeting at this time.)

- (iii) CBCllr Mackey advised that CBC were continuing to cancel meetings however some were now being held remotely, including the Development Management Committee. He hoped more meetings would soon be held online.
- (iv) CBCllr Mackey had received feedback on the re-opening of the Tidy Tips. He advised that the social distancing measures had been working well.
- (v) CBCllr Mackey understood that the Assistant Town Clerk had been sent an email from James Gleave. CBC had sent this email to their Members for their views and he would see if these were for the public domain.
- (vi) CBCllr Mackey commented on the £250m fund and advised that when this is spread out over 160 Councils, it would not go very far, however he still felt the bid was worthwhile.
- (vii) CBCllr Mackey congratulated Cllr Dann on being elected Town Mayor.

(Cllr Blazeby left the meeting at this time.)

- (viii) CBCllr Bunyan advised that he and CBCllr Gomm found it difficult to understand why physical meetings were not taking place. He appreciated that there was a reluctance from older Members for this to happen.

4967 To note any Declarations of Interest relating to items on the agenda
There were no Declarations of Interests.

4968 Town Mayor's Announcements

- (i) The new Town Mayor, Cllr Dann, thanked his fellow Councillors for electing him to the role and he advised that it was an honour. He thanked former Town Mayor, Cllr Thompson, and former Deputy Town Mayor, Cllr Williams, for their hard work the previous year. Cllr Dann went on to pay a special thank you to Cllr Thompson who had resigned and commented that it was sad to say goodbye to him. Cllr Dann also thanked Cllr Mackey for his hard work in relation to the Community Lifeline initiative that was helping many residents at this time. He added that the people of Flitwick were showing a huge amount of strength.
- (ii) Cllr Dann congratulated Cllr Snape on his successful election as Deputy Town Mayor and commented on his hard work with IT development, the Rufus Centre business and HR input over the past year. Cllr Dann welcomed the Town Council's new Town Clerk. He noted that the coming year would be difficult and interesting and that he hoped to progress projects and introduce new ideas.

4969 To confirm and adopt the Minutes of the 412th meeting of Flitwick Town Council held on 21st April 2020

- (i) Cllr Badham referred to Minute Number 4962 vii – discussion of face to face meetings – and suggested a minor amendment to the final sentence within that paragraph. It

would instead read, 'Cllr Badham commented that this was important in terms of democracy.'

- (ii) Cllr Mackey referred to Minute Number 4963 – Question 1 – and made a minor amendment to the last sentence in the first paragraph. It would instead read, 'Some CBC Members had written a letter of complaint...'
- (iii) It was proposed, seconded and agreed to **Resolve** that the Minutes of the 412th meeting of Flitwick Town Council held on 21st April 2020 having previously been circulated, be taken as read and adopted as a true record with the amendments recorded above. Due to the meeting taking place remotely, the Minutes would be signed at a later date by the previous Chairman.

4970 To formally note the postponement of the Annual Town Meeting

Members noted the postponement of the Annual Town Meeting and the Assistant Town Clerk advised that all arrangements, speakers etc. who had been lined up for the previous date, would be approached again once a new date was known.

4971 To appoint for the ensuing year:-

- A) Committees and Chairmen of the Committees of the Council**
- B) Panels, Sub-Committees, Working Parties and any other group**
- C) Representatives on Outside Bodies**

- (i) Members noted that the Committee Choices process had been different this year due to the need to hold the elections remotely. The Assistant Town Clerk advised that two further polls had been set up on Zoom; the first for all roles and choices that needed a vote listed within the agenda item above, and the second for the Champions roles that were over-subscribed. All other preferences indicated prior to the meeting that did not require a vote, would be agreed.

- (ii) **Corporate Services Committee**

The following Members were appointed to the Corporate Services Committee: Cllrs Blazeby, Mackey, Roberts, Shaw, Snape and Toinko. Sub: Cllr Badham.

It was **Resolved** that Cllr Blazeby would be elected as Chairman of the Corporate Services Committee.

- (iii) **Business Services Committee**

The following Members were appointed to the Business Services Committee: Cllrs Badham, Blazeby, Coleman, Dodds, Lutley, Roberts, Snape and Williams. Sub: Cllr Toinko.

It was **Resolved** that Cllr Snape would be elected as Chairman of the Business Services Committee.

- (iv) **Community Services Committee**

A vote was required due to 6 Members selecting this Committee as their second choice for 4 remaining spaces after Members' first choices were accommodated. The vote took place via a poll and the following Members were appointed to the Community Services Committee: Cllrs Badham, Coleman, Dann, Dodds, Earles, Lutley, Platt and Toinko. Subs: Cllrs Roberts and Snape.

It was **Resolved** that Cllr Badham would be elected as Chairman of the Community Services Committee.

(v) **Planning Committee**

The following Members were appointed to the Planning Committee: Cllrs Dann, Dodds, Earles, Platt and Shaw. There were three vacancies and no subs appointed.

Cllrs Dodds and Platt had indicated that they wished to stand as Planning Committee Chairman on Senior Roles paperwork circulated prior to the meeting and due to this, Members voted for who they wanted in this role via a poll system. It was **Resolved** that Cllr Dodds would be elected as Chairman of the Planning Committee.

(vi) **Personnel Panel**

A vote was required due to 7 Members selecting this Panel on Committee Choices paperwork for the 5 spaces available. The vote took place via a poll and it was **Resolved** for the following Members to be elected onto the Personnel Panel: Cllrs Badham, Blazeby, Lutley, Roberts and Snape.

(vii) **Health & Safety Panel**

Cllr Dodds was elected to the Health & Safety Panel.

(viii) **Cllr/Staff Workshop**

A vote was required due to 4 Members selecting this Group on Committee Choices paperwork for the 3 spaces available. The vote took place via a poll and it was **Resolved** for the following Members to be elected onto the Cllr/Staff Workshop group: Cllrs Blazeby, Coleman and Dann.

(ix) **Carnival Committee**

The following Members were elected onto the Carnival Committee: Cllrs Coleman, Earles and Shaw.

(x) **Christmas Lights Working Group**

The following Members were elected to the Christmas Lights Working Group: Cllrs Coleman and Earles.

(xi) **Highways Meetings**

Cllr Blazeby-Dodds was elected to attend Highways Meetings and Cllr Dann would be a sub.

(xii) **Village Hall Committee**

Cllr Lutley was elected to attend Village Hall Committee meetings.

(xiii) **Planning Committee Representatives**

Cllrs Dann and Dodds would be Planning Committee Representatives to attend CBC Meetings.

(xiv) **Patient Committee Representatives for Flitwick Surgery Group**

A vote was required due to 4 Members selecting this role for 1 space available. The vote took place via a poll and it was **Resolved** for Cllr Roberts to be elected into this role.

(xv) **FTC/CBC Joint Group**

The following Members were elected to attend the FTC/CBC Joint Group meetings: Cllrs Blazeby and Dann.

(xvi) **Allotment Liaison Committee**

The following Members were elected to be on the Allotment Liaison Committee: Cllrs Earles, Lutley, Platt and Shaw.

(xvii) **PDRT**

A vote was required due to 4 Members selecting this option on the Committee Choices paperwork circulated prior to the meeting. The vote took place via a poll and it was **Resolved** for the following Members to be on PDRT: Cllrs Roberts, Snape and Toinko. Cllrs Blazeby and Dann were appointed as Subs.

(xviii) **Champions**

The following Members were appointed as Champions without a vote being required:

Buses – Cllrs Dann, Roberts and Toinko

Country Park – Cllrs Dann, Shaw and Toinko

Manor Park – Cllrs Coleman, Dann and Snape

Millennium Park – Cllrs Platt and Snape

Noticeboards – Cllr Lutley

Road Safety – Cllr Dodds

Public Art – Cllrs Badham and Platt

A vote was required for the Police Champion role as 6 Members had selected this option on Committee Choice paperwork circulated prior to the meeting. The vote took place via a poll and it was **Resolved** for the following Members to be Police Champions: Cllrs Dann, Dodds and Snape.

A vote was required for the Youth Champion role as 4 Members had selected this option on Committee Choice paperwork circulated prior to the meeting. The vote took place via a poll and it was **Resolved** for the following Members to be Youth Champions: Cllrs Badham, Coleman and Platt.

4972 **To note the CBC Town and Parish Council Members' and Co-opted Members' Disclosable Pecuniary and Other Interests for Members to action, if necessary**

(i) Cllr Mackey advised that CBC Members had been sent a form for this purpose on a yearly basis.

(ii) The Town Clerk advised that Councillors should update the information as and when they need to if something changed. Cllr Coleman had recently done this via a link sent by CBC, and he agreed to circulate this link to all Members for their information.

4973 **To note and confirm the Trustees for Flitwick Combined Charities for the coming year**

(i) Members were advised that the following people were Trustees for Flitwick Combined Charities: Ann Lutley, Reverend Lucy Davis, Sheila Smith and Catherine Hursthouse.

(ii) The Chairman asked if somebody had resigned and Cllr Lutley informed Members that Cllr Williams had done so. Cllr Lutley advised that several people had been interested

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in the vacancy and that interested persons could be either from the Town Council or not.

- (iii) The Chairman asked if there was a need to publish the scheme to those eligible and Cllr Lutley advised that it was published twice yearly in Flitwick Papers and organisations were contacted.
- (iv) The Chairman asked for a date to be set for interested people to get in touch and for an item to be on the next Town Council agenda to fill the vacancy.

Action: Assistant Town Clerk

4974 Questions

- (i) Cllr Snape advised that members of the public had contacted him and Cllr Mackey regarding signage for motorists about hedgehogs, which had been publicised the previous year. He asked if Members would agree for the Amenities Officer to ask CBC if the signs could be erected on Manor Way and Steppingley Road. Cllr Mackey added that CBC had indicated that they would not object to an application. Cllr Shaw suggested a sign to go next to the field entrance by the Football Centre (opposite side of the road to the proposed Aldi site). The Amenities Officer asked if the signs needed to go on land that was owned by the Town Council and agreed to progress this.

Action: Amenities Officer

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 13 and 14 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and questions.

4975 To note instruction of works

Members were updated on an instruction of works for the new Burial Ground and Country Park site.

It was **Noted** that Cemetery Development Services had been instructed by Officers to assess the Planning Conditions for the new Burial Ground and Country Park at a value of £10,500 which included a list of works read aloud to Members for clarification.

4976 To receive an update from the RFO & HR Officer

Members received an update.

4977 Questions

Members asked questions under the Confidential Section.

Meeting closed at 9.25pm.

Signed
(Chairman)