

FLITWICK TOWN COUNCIL

Minutes of the 396th Meeting of Flitwick Town Council held on 20th November 2018 at the Rufus Centre

Present: Cllr P Thompson (Chairman)

Cllrs K Badham
M Platt
M Williams

I Blazeby
J Roberts

J Dann
M Sheehan

P Feerick
D Toinko

Also present: CBCllrs F Chapman C Gomm
J Abrahams – Flitwick Patient Participation Group (PPG) Chairman

In attendance: Acting Town Clerk RFO & HR Officer

Open Forum

1. J Abrahams (JA) introduced herself as the new Chair of Flitwick Patient Participation Group (PPG). The PPG had put in a list of protocols and formed a Working Committee where the aim was to make the Group better known. The survey conducted by the Council and Healthwatch had been useful as it revealed that almost 50% of respondents had not heard about PPGs. It had attracted two new members and they were hopeful to set up a virtual PPG alongside the traditional. JA advised that they were seeking more young people to join.
2. The PPG were looking to promote themselves and the Surgery to the community and JA asked for an introduction to the Flitwick Carnival organiser.
3. A leaflet was being produced which would be ready by 6th December and she had now met the Council's representative, Cllr Roberts.
4. The Surgery had made progress. The Care Quality Commission had visited and were writing a follow-up report to state that the Surgery had put everything in place that was required. The Surgery were looking to section off a portion of the Waiting Area for breastfeeding mothers and to also look at replacing the current heavy doors with electric ones. A Social Prescriber was now based there who had plans to set up an allotment as a way of encouraging people to come together and offered something for lower income families, as well as sharing knowledge and learning benefits. One new GP had started and a new advanced Nurse Practitioner was due to start before Christmas. The ratio of GPs to patients was still poor but changes had been made to the appointment system. Members were informed that there were longer waiting times for appointments if patients requested their own doctor and this was a common theme for other surgeries too.
5. The Clinical Commissioning Group were trying to access S106 money as they were looking to upgrade the reception area.
6. JA asked the Council if there was anything they could do or give advice to help with the car parking problems. She hoped the interaction between the PPG and the Council would continue to form a better working relationship.
7. The Chairman suggested inviting JA back to a less formal meeting but thanked her for attending that evening as it had shown a big positive step in the right direction.
8. CBCllr Gomm advised that the car park did not belong to the Surgery and stated this was under the ownership of the National Health next door. CBCllr Spurr would be attending the January Council meeting along with a representative from the CCG therefore CBCllr Gomm suggested raising the car parking issue then as there could be a possibility of S106 funding. The Chairman suggested JA attending that meeting and CBCllr Gomm asked if the Council could invite a representative from Steppingley Parish Council.

Reports from Central Bedfordshire Members

1. CBCllr Gomm advised that the Ampthill Day Centre Consultation ended on 12th November and a report was being prepared that would be published. A decision on the future of the Centre was likely to be made on 4th December.
2. CBC were carrying out checks regarding the use of disabled blue badges to ensure they were being used appropriately.
3. The Chairman thanked CBCllr Chapman for her recent assistance with concerns regarding roadworks and road closures. He was now being sent links to this information which could be posted on social media for residents. Cllr Sheehan requested to receive the emails too and CBCllr Chapman agreed to set this up.
4. CBCllr Chapman advised that Officers were looking at the comments from the crematorium consultation and a report was being produced.

4676 **To note any Declarations of Interest relating to items on the agenda**
There were no Declarations of Interest.

4677 **Town Mayor Announcements**

- (i) The Chairman advised that he had attended Ampthill Civic Service, the Armistice Parade and the Beacon Lighting event.
- (ii) The Chairman thanked both staff and Members for their hard work on Remembrance Sunday and at the Beacon Lighting.

4678 **Town Clerk's Report**

- (i) Members were reminded that Nadine Dorries MP had agreed to meet Members on 23rd November at 1:30pm to discuss the outcomes from both public meetings.
- (ii) A letter of thanks had been received from Beds Against Covanta Incinerator Action Group for the Council's donation of £250.
- (iii) Three staff members had agreed to be part of the Cllr/Staff Panel and the Acting Town Clerk asked for the Members who were on the Panel to suggest a meeting date.
- (iv) CBC had invited two Council representatives to attend their Youth Manifesto Launch event on 12th March 2019 at Chicksands from 6pm-7pm and the Acting Town Clerk asked if anybody was interested. Members were informed that young people from the area would be speaking at the event.
- (v) Members were asked if they were available to help clear the barriers after the Christmas Lights Switch On event that weekend. Members were also asked if they could donate any bottles to the Council's stall at the event.
- (vi) A resident had written to the Council regarding an incident that occurred during Remembrance Sunday, which resulted in a member of the public needing to gain access to the defibrillator at the Hub. This resident had requested for the Council to consider purchasing and installing an additional defibrillator on the East Ward of Flitwick in the town centre as the distance they had to travel to get the one in Coniston Road was quite far in an emergency situation. Members were in favour of pursuing this idea and suggested installation near the Post Office. CBCllr Chapman agreed to look into what charity supplied defibrillators.

- (vii) Members were informed that the locations for proposed geocaches in Flitwick related to the Village Hall and 3-4 locations in the Manor Park. The Acting Town Clerk explained that these were part of a treasure hunt/orienteering activity. The cache for the Village Hall had a temporary registration in place.

It was **Resolved** to agree to the four locations put forward for geocaches in the Manor Park.

- (viii) The Acting Town Clerk advised there was one update for the Confidential Section and this was agreed by Members.

(CBCllr Chapman left the meeting at this time)

4679 To confirm and adopt the Minutes of the 395th meeting of Flitwick Town Council held on 16th October 2018

- (i) Cllr Sheehan asked if CBC had sent across the designs for the upgrades outside Barclays. The designs had not been received yet however the CBC Officer who promised them had not specified a date in November. This would be chased up.
- (ii) CBCllr Gomm asked if the letter to Govia Thamselink for the Access for All Programme had been sent. The Chairman advised that it had been.
- (iii) Cllr Sheehan suggested asking CBC if there were any funds from the Market Towns bid (in terms of the upgrades to outside Barclays) that could be used for the additional defibrillator mentioned earlier. This would be investigated.
- (iv) It was proposed, seconded and agreed to **Resolve** that the Minutes of the 395th meeting of Flitwick Town Council held on 16th October 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4680 To confirm and adopt the Minutes of the 39th meeting of the Corporate Services Committee held on 24th October 2018

- (i) Cllr Badham referred to the decision to create a new email account for Members as he had concerns regarding the use of private email addresses on Council business. He did not feel the central email account would offer the required security. The Chairman advised that the wording had led to confusion.
- (ii) It was proposed, seconded and agreed to **Resolve** that the Minutes of the 39th meeting of the Corporate Services Committee held on 24th October 2018 having previously been circulated be taken as read, signed and adopted as a true record with one amendment: replace 'account' with 'address' in the Recommendation on page 1.

4681 To confirm and adopt the Minutes of the 313th meeting of the Planning Committee held on 1st November 2018

It was proposed, seconded and agreed to **Resolve** that the Minutes of the 313th meeting of the Planning Committee held on 1st November 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4682 To confirm and adopt the Minutes of the 88th meeting of the Business Services Committee held on 15th November 2018

It was proposed, seconded and agreed to **Resolve** that the Minutes of the 88th meeting of the Business Services Committee held on 15th November 2018 having previously been circulated be taken as read, signed and adopted as a true record with one amendment: alter the Roman Numerals to chronological order within the Minute items.

4683 **Action Log**

Members were advised that a new Red/Amber/Green format was being worked on for the Action Log and it would be used at meetings when the document was ready.

4684 **To discuss feedback received on the proposed CBC Crematorium**

- (i) Members were reminded about the email that had been circulated to them following discussions at the previous Council meeting, which contained information from CBC Assets Department.
- (ii) Cllr Blazeby commented that the email did not feed into the Council's want to create a dialogue about other locations for the crematorium however he understood how the overall commentary CBC had received may have done. Cllr Thompson stated that he believed the crematorium was an important facility for the area.
- (iii) Cllr Gomm advised that Steppingley Parish Council had been vocal regarding the plans. He added that the proposal was in the very early stages and that detailed points were not appropriate at this time. He mentioned that Assets had received the basis of the comments and next steps were being processed. The Ward Members had asked to be kept updated during all stages.

4685 **To receive reports from representatives on Outside Bodies**

There were no reports.

4686 **Questions**

- (i) Cllr Dann commented that he did not think the new gates to Flitwick on Steppingley Road were going to look the way they did and Cllr Blazeby added that he thought they were meant to be painted green. It was agreed to look into where the signs were because once these were up it would improve their visual image. Members noted that the Village Gateway signs from the Greensand Country were expected in the New Year.
- (iii) Cllr Sheehan advised that help was required and would be very much appreciated at the Christmas Lights Switch On that weekend. Cllr Thompson hoped to be there.
- (iii) Cllr Badham mentioned the amount of work that goes into putting the lights up and thanked staff for putting a notice on Facebook to recruit members of the public. He suggested that next year, if people were unable to physically help install the lights, teas/coffees/sandwiches etc. would be a good way of helping. Cllr Thompson asked for a schedule of when the volunteers would be needed and suggested putting an article in Flitwick Papers to thank those who had helped this time. Cllr Sheehan added that he and Cllrs Toinko, Badham and Platt had helped install the lights and it was quite a challenge. Cllr Blazeby asked when the

lights were being taken down and suggested buying the volunteers pizzas etc. for then and all agreed that this was a good idea.

(CBCllr Gomm 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 items 13, 14, 15 & 16 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and item 17.

4687 To confirm and adopt the Confidential Report from the Town Council Personnel Report dated 17th July 2018

It was proposed, seconded and agreed to **Resolve** that the Town Council Personnel Confidential Report from 17th July 2018 having previously been circulated be taken as read, signed and adopted as a true record.

4688 To discuss a lease

Members discussed a lease.

It was **Resolved** to offer the organisation an option to extend their lease area with the agreement that the Council were permitted to use current changing room facilities for football pitch users until an alternative was built.

4689 To discuss a cancellation claim

Members discussed a cancellation claim.

It was **Resolved**:

1.) To offer a 50% gesture of goodwill payment.

Vote: 9 in favour, 1 abstention.

2.) The Chairman of Community Services be given jurisdiction to negotiate the claim on behalf of the Council to resolve the issue should the 50% goodwill gesture be declined. The full payment would not be given.

Vote: 6 in favour, 5 abstentions.

4690 Report from the Chairman of the Personnel Panel

Members received a report from the Chairman of the Personnel Panel.

It was **Resolved** to reject the quotation from a company to offer HR advice.

Vote: 9 in favour, 1 objection.

4678cont. Town Clerk's Report – Confidential Update

The Acting Town Clerk gave an update under the Confidential Section, which had been approved by Members at the appropriate time earlier in the meeting.

6.

It was **Resolved**:

1.) To put a project on hold.

2.) For contractors to seek planning permission for a site, carry out necessary surveys, including bore holes at approximately £1550.

Vote: All in favour.

4691

Questions

There were no questions.

Meeting closed at 9.42pm.

Signed
(Chairman)