



FLITWICK TOWN COUNCIL

Ref: Agenda/Council-20/10/2020- 417

15th October 2020

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the **Council Meeting of Flitwick Town Council** that will take place on **Tuesday 20th October 2020 via Virtual access**, commencing at **7.45 p.m.** in order to transact the under mentioned items of business. Yours faithfully

Rob McGregor

Rob McGregor
Town Clerk

Distribution: All Town Councillors
Notice Boards
Central Bedfordshire Council

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **DECLARATIONS OF INTEREST**

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary interests in any agenda item.
- (b) Non-Pecuniary interests in any agenda item.

3. **TOWN MAYOR'S ANNOUNCEMENTS**

To receive announcements from the Town Mayor.

4. **REPORTS FROM WARD MEMBERS**

To receive reports from Central Bedfordshire Council ward members.

5. **PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

Please register in advance for this Zoom meeting:

<https://us02web.zoom.us/meeting/register/tZAtf-irrjktHN3UY4CSFhAut3JN8Mq3Fkng>

After registering, you will receive a confirmation email containing information about joining the meeting.

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

6. MEMBERS QUESTIONS

To receive questions from members.

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. For Members to receive and adopt the minutes of the Town Council Meeting held, on **Tuesday 15th September 2020**, this meeting was held via virtual access.
- b. For Members to receive and consider **recommendations** of the Personnel Committee Meeting, held on **Tuesday 24th September 2020 (Chairman will move to be considered under exempt)**.
- c. For Members to receive and consider **recommendations** of the Corporate Service Committee Meeting, held on **Tuesday 29th September 2020**, this meeting was held via virtual access.
- d. For Members to receive and consider **recommendations** of the Community Services Committee Meeting, held on **Tuesday 6th October 2020**, this meeting was held via virtual access.
- e. For Members to receive and consider **recommendations** of the Planning Committee Meeting, held on **Tuesday 8th October 2020**, this meeting was held via virtual access.
- f. For Members to receive and consider recommendations of the Personnel Committee Meeting, held on **Tuesday 13th October 2020. (Chairman will move to be considered under exempt)**.
- g. For Members to receive and consider **recommendations** of the Business Service Committee Meeting, held on **Thursday 15th October 2020**, this meeting was held via virtual access.

8. MATTERS ARISING

- a. Minutes of the Town Council Meeting held on Tuesday 15th September 2020.

9. Items for Consideration

a. Calendar of Meetings 2021

Members are asked to consider adopting the proposed Calendar of Meeting Dates for 2021.

Members will notice that there is a proposal to start virtual meetings at the earlier time of 7pm. When face to face meetings return, the intention would be to revert to the start time of 7.45pm.

The usual monthly dates for Corporate Services and Business Services have swapped places (2nd and 4th Tuesday of each month) to allow Officers adequate time to input month end and give accurate figures in the financial reports.

b. Policy Drafting & Review Team (PDRT)

Members are asked to consider disbanding PDRT with the view for Committees to consider future relevant policies.

c. Telecommunications Lease, Station Road

Members are to consider agreeing to the lease produced regarding an agreement between the Town Council and EE Limited and Hutchinson 3G UK for the Telephone Mast site in Station Road.

Members can visit the Council Offices to read the document in full in advance of the meeting.

10. Items for Information

a. Councillor Surgeries/Public Enquiries Feedback

Members are asked to note the circulated form.

b. Planning Committee Decisions

To note the latest decisions of the Planning Committee – see circulated report.

11. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

12. EXEMPT ITEMS

The following resolution will be **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

12a Personnel Committee Recommendations

12b New Burial Ground

12c Salaries & Hourly Rates

12d Asset Review

12e Situation Analysis

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.