



MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING
HELD ON 6th OCTOBER 2020
AT 7:45PM VIA VIRTUAL ACCESS

Present:

Cllr Badham (Chair)
Cllr Toinko
Cllr Dann
Cllr Dodds
Cllr Earles
Cllr Lutley
Cllr Thompson

Rob McGregor – Town Clerk
Stacie Lockey – Amenities Officer
Susan Eldred – Community Services Officer
Darren Bushby – Groundsteam Supervisor

734 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Platt.

735 DECLARATIONS OF INTEREST

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

- (a) Disclosable Pecuniary interests in any agenda item – Cllr Badham, Toinko and Earles declared a non-pecuniary interest on agenda item 7g. Cllr Badham also declared a non-pecuniary interest on item 9b.
- (b) Non-Pecuniary interests in any agenda item – None declared.

736 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised that he had attended the Rendezvous Café on several occasions and wanted to express what a fantastic asset it was to the Council.

Members were also advised that the Chairman had received a phone call from a resident who claimed to have been sexually harassed by a Central Bedfordshire binman. The resident raised concern that the Town Council do little within the community educating people on this matter. The Chairman asked Members to contact him if they were aware of any schemes in the local area to address matters like this. He expressed that CBC dealt with the incident in a very efficient manner.

737 PUBLIC OPEN SESSION

1 Member of the public joined the meeting.

738 MEMBERS QUESTIONS

Cllr Toinko asked for an update with regards to the Wildflower Project and the meeting with CBC to discuss a reduced mowing schedule. The Town Clerk advised that he had met with CBC and was waiting on a response.

The Chairman advised that it had been a year since the working group was formed to discuss Wildflower projects within the Community and was unsure if this had been pursued. Cllr Toinko commented that he was keen to progress this and advised that this particular scheme was part of a wider community initiative. Cllr Toinko suggested launching an appeal for volunteers via Facebook. The Town Clerk commented that it would be useful to gauge what would be expected from volunteers before advertising. The Chairman suggested an update be presented at the next meeting.

Cllr Earles queried who was responsible for Flitwick Woods due to several large trees that had fallen, obstructing footpaths. The Chairman advised that this was CBC.

Cllr Dann advised new Committee Member Cllr Thompson of the various working parties if she wished to join any.

739 MINUTES

- a. For Members to receive and adopt the minutes of the Community Services meeting held 1st September 2020.

The Chairman advised of a typo on page 4.

All Members agreed the minutes were a true recording of the meeting held on 1st September 2020 (Vote - All in favour)

740 MATTERS ARISING

- a. Minutes of the Community Services Committee Meeting 1st September 2020.

There were no matters arising.

741 ITEMS FOR CONSIDERATION

- a. **Lunch Club Day**

Cllr Dann questioned if we knew of any regular activities being held elsewhere on a Tuesday which could have an impact on the number of people attending. The Community Services Officer advised that this could possibly be the case. Cllr Dodds suggested undertaking a survey however due to time restraints this was not possible. Cllr Badham suggested this could be reviewed after a few months.

It was **RECOMMENDED** to change the Lunch Club day to the second Tuesday of the month. (Vote: all in favour)

- b. **Flitwick Festive Fun**

Cllr Thompson queried if the prize money would be for the overall winner only or for each category. The Community Services Officer advised it would be for each category.

Cllr Lutley felt it would be a nice gesture if the charities chosen were local. Cllr Thompson suggested the business category could be expanded to organisations who operate from a premises.

It was **RECOMMENDED** to hold an annual competition 'Flitwick Festive Fun' with the winners of each category being awarded £100 to a charity of their choice. (Vote: all in favour)

c. Flitwick Car & Bike Show

Cllr Toinko asked if alternative options had been investigated to be able to charge an entrance fee if the event was moved to the Millennium Park.

Cllr Dann suggested leaving the event at the Rufus Centre and utilising some of the car park as additional exhibiting space. The Community Services Officer advised that this would not be possible due to the levels of car parking space required for the event.

It was **RECOMMENDED** to relocate the Classic Car & Bike Show to the Millennium Park and investigate options to generate ticket income. (Vote: 5 in favour, 1 abstention)

d. Hedge Removal ay Hinksley Road

Members discussed the report.

It was **RECOMMENDED** to leave the hedge as it is. (Vote: all in favour)

e. Goal Posts

Cllr Dodds asked if the goal posts were movable, the Amenities Officer advised that they would be on wheels therefore could be moved as and when necessary. Cllr Toinko commented that there had been several reports of accidents with goal posts tipping forwards and asked if there was mechanism in place to stop this, this would be investigated.

It was **RECOMMENDED** to purchase goal posts with Section 106 funds. (Vote: all in favour)

f. Millennium Park Hire Structure

Cllr Badham suggested a working party be set up to discuss this matter. The Town Clerk, Cllr Thompson, Cllr Earles and Cllr Toinko agreed to be a part of this group.

It was **RECOMMENDED** that a working party be set up to discuss the hire structure of Millennium Park. (Vote: all in favour)

g. Allotment Liaison Committee Minutes

Cllr Toinko commented that any increase in fees should be in line with other services the Town Council provide such as the Burial Ground and Football Pitches.

It was **RECOMMENDED** to accept the minutes of the Allotment Liaison Committee held on 1st September 2020. (Vote: all in favour)

h. Late Grant Request

Members had a lengthy discussion surrounding the current process for grants and agreed this needed to be reviewed before considering further applications. The Town Clerk was working on a policy document which would be presented at the next meeting.

It was **RECOMMENDED** to award £250.00 to Flitwick and District Heritage Fund and review the policy before considering further applications. (Vote: all in favour)

i. Community Awards

Cllr Badham made Members aware of a pervious recommendation made at Community Services to postponed Community Awards until 2021. For the recommendation to be overturned, 3 Councillors would be required to write to the Town Clerk with their request.

Cllr Dann stated he would like to hand deliver this year's awards, with the aim of rolling out the new categories and event in 2021. The Community Services Officers commented that the new programme for Community Awards would not be ready by this time, the new format would be ready for delivery in 2022.

Cllr Dodds commented a possible solution to deliver this year's awards – Invite all nominees to the Rendezvous café, where awards can be presented by the Town Mayor in a COVID secure manner.

Cllr Badham asked Members to give any comments on the new categories to the Community Services Officer before the next Community Services meeting.

It was **RECOMMENDED** to defer the Community Awards to the next meeting. (Vote: all in favour)

j. 2021/22 Proposed Fee Increases for Burial Ground & Football Pitches

Members noted the report.

It was **RECOMMENDED** that fees for the Burial Ground and Football Pitches be increased by 5% in line with Allotments. (Vote: all in favour)

k. Youth Hub Request

Cllr Dann discussed the request further with Members and explained that due to sensitive matters being discussed at the drop-in's, alternative venues had not proved suitable. Cllr Dodds suggested a booking system for the drop-in sessions due to the current situation with COVID-19.

It was **RECOMMENDED** to accept the request for free use of the Hub to charities. (Vote: all in favour)

l. Public Realm Scheme

Members noted the documentation circulated.

It was **RECOMMENDED** to consider the Public Realm scheme in principle once further details had been obtained. (Vote: all in favour)

m. Action Log

The Chairman agreed to meet with the Deputy Town Clerk to remove some of the items on the action log that were no longer appropriate.

n. Environment Agency – River Monitoring Programme

It was **RECOMMENDED** that permission be given to the Environment Agency to carry out the River Monitoring Programme. (Vote: all in favour)

742 ITEMS FOR INFORMATION

a. Budget

To note the Community Services Budget – No Comments.

b. Community Services Report

Cllr Dann questioned why Christmas Lights were being erected at Brookes Road shops and understood from previous discussions that the display be kept to the centre of Town. The Community Services Officer advised that this area had always been included in previous years.

Cllr Thompson commented that the Macmillan Coffee Morning had been very successful and asked if the Christmas Market was still going ahead in light of the current government guidelines. The Community Services Officer advised that at the present time it was hoped the Market would still take place however confirmation from CBC was required.

c Grounds Team Report

Members noted the report produced by the Grounds Team Supervisor.

e Manor Park Gates

Members noted the update regarding Manor Park gates.

743 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**.

The member of the Public did not wish to speak and left the meeting at this time.

744 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..

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.

Meeting closed at 21.13