



## FLITWICK TOWN COUNCIL

Ref: Agenda/Council-17/11/2020- 418

12<sup>th</sup> November 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 17<sup>th</sup> November 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:

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 20<sup>th</sup> October 2020**, this meeting was held via virtual access.
- b. For Members to receive and consider **recommendations** of the Corporate Services Committee Meeting, held on **Tuesday 27<sup>th</sup> October 2020**, this meeting was held via virtual access.
- c. For Members to receive and consider **recommendations** of the Planning Committee Meeting, held on **Tuesday 29<sup>th</sup> October 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 3<sup>rd</sup> November 2020**, this meeting was held via virtual access.
- e. For Members to receive and consider **recommendations** of the Business Services Committee Meeting, held on **Tuesday 12<sup>th</sup> November 2020**, this meeting was held via virtual access.
- f. For Members to receive and consider **recommendations** of the Personnel Committee Meeting, held on **Monday 16<sup>th</sup> November 2020**, this meeting was held via virtual access **(Chairman will move this item to be considered under Exempt)**.

8. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on Tuesday 20<sup>th</sup> October 2020.

9. **ITEMS FOR CONSIDERATION**

a. **Councillor Co-option**

Members are asked to consider the supporting paperwork circulated regarding the East Ward Councillor Vacancy and vote for who they want to fulfil the role. The Chairman will advise Members of the Interview Panel's candidate preference.

b. **External Audit for the year ended 31 March 2020**

For Members to receive and approve the annual return, year-end 31st March 2020 and the external auditor's certificate and report.

c. **Play area repair costs**

For Members to receive and approve the costs for repairs to play areas as a result of the annual inspection.

d. **Calendar of Meeting Dates 2021**

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

e. **Grounds Team Lease Vehicles**

The leases for Grounds Team trucks are due to expire February 2021. Members are asked to consider the quotations circulated.

f. **Manor Park**

Members are asked to consider giving Greensand Country Landscape Partnership (GCLP) permission to carry out a PA2 Survey\* for Manor Park which would provide information to be included in a Brief for a Parkland Management Plan. The benefits of a Parkland Management Plan are to access more funding and to assist in proper management of the site. The Plan would incorporate the Hotel area, as well as the area owned by the Council, because it is all one site.

The PA2 Survey and the brief is fully funded by the GCLP. The Council would be required to contribute 5% towards the overall cost of the Parkland Management Plan, which its total cost is estimated at £20,000. Members are asked to consider an expenditure of £1,000 towards the Plan.

(\* The 'PA2' itself is an application form which is based on a walkover survey. The 'Brief' or 'Study' is the preparation of a brief that will be used in the tendering process to employ a contractor to write a Parkland Management Plan.)

10. **ITEMS FOR INFORMATION**

a. **Notice of Temporary Footpath Closure**

Members are asked to note the temporary closure of footpath 15 to enable a new bridge to be installed where the footpath crosses the ditch. The closure is expected to take place from Monday 23<sup>rd</sup> November for up to 3 weeks.

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) Recommendations of the Personnel Committee.
- (12b) Asset Review.
- (12c) Trophies.

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.