



**MINUTES OF THE FLITWICK TOWN COUNCIL MEETING  
HELD ON 20<sup>TH</sup> OCTOBER 2020  
AT 7:45PM VIA VIRTUAL ACCESS**

**Present:**

Cllr A Snape (Chairman)  
Cllr M Platt  
Cllr P Dodds  
Cllr A Lutley  
Cllr D Toinko  
Cllr I Blazeby  
Cllr R Shaw  
Cllr K Badham  
Cllr C Thompson  
Cllr G Mackey  
Cllr P Earles  
Cllr J Roberts  
Cllr M A Williams

Cllrs N Bunyan, C Gomm, G Mackey – Central Bedfordshire Ward Councillors

Rob McGregor – Town Clerk  
Stephanie Stanley – Deputy Town Clerk  
Members of the public - 1

**5025. APOLOGIES FOR ABSENCE**

Apologies were received and accepted for Councillor Dann – reason: wedding anniversary.

No apologies were received from Councillor Halligan.

**5026. DECLARATIONS OF INTEREST**

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

- (a) Disclosable Pecuniary interests in any agenda item – none.
- (b) Non-Pecuniary interests in any agenda item – none.

**5027. TOWN MAYOR'S ANNOUNCEMENTS**

None.

**5028. REPORTS FROM WARD MEMBERS**

- (i) Tesco had filed papers with the high court regarding the Aldi Supermarket decision. Central Beds Council (CBC) were taking legal advice. The Chairman asked if it was known what grounds Tesco were challenging the planning decision but Councillor Gomm stated this was unknown at this time.
- (ii) Marcel Coiffait had been appointed as CEO for CBC.

- (iii) Public Health Officer at CBC had retired and a replacement would be appointed in due course.
- (iv) Garden waste collections would be suspended from 7th December until 1<sup>st</sup> March 2021.
- (v) There was a concern regarding the low usage of CBC Libraries during the COVID-19 pandemic and CBC had launched a 'select and collect' service.
- (vi) The Grove Theatre in Dunstable was suffering financially due to Covid-19 and the earliest re-opening date was April 2021. CBC had a grant which should assist until that point.
- (vii) Investigations were being undertaken regarding fly tipping and Ward Members were awaiting more information.

Councillor Williams entered the meeting at this time.

- (viii) Councillor Bunyan asked which Committee public realm matters were reported to and he was advised it was Community Services. He asked how the potential Town Ranger Scheme was progressing and he was informed that it was discussed at the last Committee meeting, but Councillors had requested more details. Councillor Bunyan agreed to send the information which the Town Clerk would then circulate.

*Action: Councillor Bunyan/Town Clerk*

- (ix) Councillor Bunyan reported that the pond in the Froghall Fields estate was not being filled in/removed as he had reported on social media, but instead was being relined. The Town Clerk had also received an update which he would forward to all Councillors.

*Action: Town Clerk*

- (x) CBC's Development Management Committee (DMC) had approved the new Interchange Scheme for the station. There was a concern regarding the loss of 69 car parking spaces and Councillor Mackey had written to the Director asking for this to be looked at within a second phase of the scheme. It was believed that the improved bus scheme would reduce the number of vehicles.
- (xi) SEND was ongoing and there was a meeting that week which Councillor Mackey would subsequently update the Council with information.

*Action: Councillor Mackey*

- (xii) The Crematorium application was out for re-consultation and Councillor Mackey urged Councillors to engage with this opportunity. He believed it would be useful for the Town Mayor and Chairman of Planning Committee to contact Steppingley Parish Council who were keen to work with Flitwick Town Council. The preferred site for the Crematorium was still at Maulden Road.
- (xiii) Councillor Blazeby asked if the impact of off-road parking had been considered at the CBC DMC meeting. Councillor Mackey advised that the Officer Report was substantial and mentioned all objections on parking however the position remained the same and CBC also believed Covid-19 would have an additional impact. The Chairman requested for this to be discussed at the Planning Committee meeting under matters arising.

*Action: Amenities Officer*

- (xiv) Councillor Dodds sought clarification about whether there would be a Phase 2 for the interchange project. Councillor Mackey advised that this was not the case but he wanted a Phase 2. Ward Councillors were asked when the former bungalow site in Steppingley Road would be tidied up and Councillor Gomm advised that he mentions this to the Assets Team at every opportunity. Councillor Gomm had requested for this site to be put back into community use if CBC did not intend to utilise this area within the project in the short term.
- (xv) Councillor Badham had watched the DMC meeting and noted that Councillor Mackey had reported at to the meeting that he had received information regarding the loss of car parking spaces. Councillor Mackey advised that this was the case however the information was unsatisfactory.

- (xvi) Councillor Badham commented that the cultural recovery fund for the Grove Theatre was supposed to be utilised to re-open venues quickly and therefore asked what CBC's intentions were if the date for re-opening was not until April. Councillor Gomm advised he did not have any more information on this. Councillor Mackey commented that he had received a worrying email which hinted that the theatre may not re-open until April 2021 at the earliest and he agreed to circulate this.

*Action: Councillor Mackey*

#### **5029. PUBLIC OPEN SESSION**

A resident asked for an update on the planters for outside Barclays Bank. He was advised that if the recommendation to approve the cost for purchasing these was ratified that evening, an order would be placed the following day. As soon as the planters arrived, it would be a case of installing these at the location.

*Action: Town Clerk*

#### **5030. MEMBERS QUESTIONS**

- (i) Councillor Badham referred to CBC's recent communications of setting up their own development company and questioned the process for Section 106 funding. Councillor Mackey advised that normal Planning rules would be followed, and he would forward detailed information on this to the Town Clerk for circulation.

*Action: Councillor Mackey*

#### **5031. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive and adopt the minutes of the Town Council Meeting held, on **Tuesday 15<sup>th</sup> September 2020**, this meeting was held via virtual access.

Members received and approved as a true record, the Minutes of the Town Council Meeting held on Tuesday 15<sup>th</sup> September 2020 via virtual access.

- b. For Members to receive and consider **recommendations** of the Personnel Committee Meeting, held on **Tuesday 24<sup>th</sup> September 2020 (Chairman will move to be considered under exempt)**.

Members considered and approved the recommendations of the Personnel Committee Meeting held on Tuesday 24<sup>th</sup> September 2020 via virtual access.

- c. For Members to receive and consider **recommendations** of the Corporate Service Committee Meeting, held on **Tuesday 29<sup>th</sup> September 2020**, this meeting was held via virtual access.

Members considered and approved the recommendations of the Corporate Services Committee Meeting, held on Tuesday 29<sup>th</sup> September 2020 via virtual access.

- d. For Members to receive and consider **recommendations** of the Community Services Committee Meeting, held on **Tuesday 6<sup>th</sup> October 2020**, this meeting was held via virtual access.

- (i) Councillor Williams referred to the recommendation to swop the Lunch Club day and asked if this was a permanent change as she would be unable to assist if it was. Councillor Shaw advised he would also be unable to help on a Tuesday. Councillor Badham advised that he believed this to be a permanent change but that the situation would be reviewed appropriately. The Chairman advised that the

Community Services team had recruited a number of volunteers to help with lunch club deliveries which would help with logistics.

- (ii) Members considered and approved the recommendations of the Community Services Committee Meeting held on Tuesday 6<sup>th</sup> October 2020 via virtual access.

e. For Members to receive and consider **recommendations** of the Planning Committee Meeting, held on **Tuesday 8<sup>th</sup> October 2020**, this meeting was held via virtual access.

- (i) Councillor Williams referred to the recommendation on the Speedwatch Scheme and asked if investigations had been undertaken into how to achieve this. She advised that people needed to go on a Police training course and believed this would not be possible under current circumstances. Councillor Dodds advised that the Planning Committee would discuss this matter the following week as the Amenities Officer had been in talks with PC Dagley. Councillor Mackey added that there had been a previous intention to revisit the Community Safety Panel.
- (ii) Members considered and approved the recommendations of the Planning Committee Meeting held on Tuesday 8<sup>th</sup> October 2020 via virtual access.

f. For Members to receive and consider recommendations of the Personnel Committee Meeting, held on **Tuesday 13<sup>th</sup> October 2020**. (**Chairman will move to be considered under exempt**).

Members considered and approved the recommendations of the Personnel Committee Meeting held on Tuesday 13<sup>th</sup> October 2020 via virtual access.

g. For Members to receive and consider **recommendations** of the Business Service Committee Meeting, held on **Thursday 15<sup>th</sup> October 2020**, this meeting was held via virtual access.

No recommendations.

#### **5032. MATTERS ARISING**

a. **Minutes of the Town Council Meeting held on Tuesday 15<sup>th</sup> September 2020.**

Councillor Badham asked if there was an update on the breakdown of costs for the Market Towns project. The CBC Officer would be asked for a cost breakdown at an upcoming site visit, which Councillors were welcome to attend with the Town Clerk (date to be confirmed). Councillor Mackey commented that the total bill paid by CBC was £673,694.86 for the highways works outside Barclays Bank but he was not aware of the breakdown costs.

#### **5033. Items for Consideration**

a. **Calendar of Meetings 2021**

- (i) The Chairman raised concern regarding the suggestion to move Business Services Committee dates to the fourth Tuesday of the month, but he was supportive of all meetings (other than Planning) being held on a Tuesday night.
- (ii) Councillors gave their general opinions on the suggested earlier start time for virtual meetings and it was agreed that 7pm was too early.
- (iii) Councillor Badham stated that the calendar should list Personnel 'Committee' for accuracy and that the January 2021 date was incorrect.

It was **resolved** to agree a start time of 7:30pm for virtual meetings from January 2021 until face to face meetings resume at The Rufus Centre. A revised calendar of meeting

dates would come back to the next Council meeting for approval considering Councillors' comments.

*Action: Deputy Town Clerk*

**b. Policy Drafting & Review Team (PDRT)**

Members **resolved** to disband PDRT and Committees would consider future relevant policies.

**c. Telecommunications Lease, Station Road**

- (i) The Town Clerk reported that the annual income would be £1,000 instead of the previously indicated £25. There had been a delay with the lease to ensure an allotment roadway was not blocked. The site had been moved from the original proposed location which meant new plans were drawn up and the agreement was altered.
- (ii) It was **resolved** to agree the new lease for the telecommunications site at Station Road.

**5034. Items for Information**

**a. Councillor Surgeries/Public Enquiries Feedback**

Members noted the circulated form and thanked Councillor Shaw for his updates.

**b. Planning Committee Decisions**

Planning decisions were noted.

**5035. PUBLIC OPEN SESSION**

No items.

**5036. 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.

The Deputy Town Clerk left the meeting at this time.

**12a Personnel Committee Recommendations**

It was **resolved** to:

1. Contact other colleges to see if there were any Marketing Interns interested in the role the Council were offering.
2. Agree with the recommendation to employ the Café Assistant/Admin Apprentice subject to the student being paid the National Living Wage for their age group. The payment would be discussed at the next Personnel Committee meeting.

The Deputy Town Clerk re-entered the meeting at this time.

**12b New Burial Ground**

It was **resolved** to defer this item until legal advice was sought through the Direct Access scheme with NALC. This would be a matter to discuss at the next Council meeting.

**12c Salaries & Hourly Rates**

It was **resolved** to adopt the National Scale for salaries and hourly rates.

**12d     Asset Review**

It was **resolved** to set up a Task & Finish Group to look at the Asset Review which would be accessible for all Councillors with a view to recommending next steps back to Full Council. The Town Clerk would email all Councillors regarding the Task & Finish Group.

*Action: Town Clerk*

**12e     Situation Analysis**

The Situation Analysis was noted.

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.