



## FLITWICK TOWN COUNCIL

Ref: Agenda/Community-01/06/2021- 70

25<sup>th</sup> May 2021

Dear Sir/Madam

Members are hereby summoned to the **Community Services Committee meeting** that will take place on **Tuesday 1<sup>st</sup> June 2021 via Virtual access**, commencing at **7.30 p.m.** in order to transact the under mentioned items of business. Yours faithfully

Rob McGregor

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Town Clerk

Committee Members: Cllr Thompson, Toinko, Dann, Lutley, Badham, Chacko, Platt, Earles

Distribution: All Town Councillors  
Notice Boards  
Website

Chairman to read out the following statement:

*I would Like to inform everyone present that this meeting is being filmed and that by joining this meeting you are consenting to being filmed. Can I also remind Councillors and members of the public not to disclose any personal information regarding an individual as this might infringe the rights of this individual and breach data protection rules. Can I also remind you when not speaking to mute your microphone.*

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. **CHAIRMAN'S ANNOUNCEMENTS**

To receive announcements from the Chairman.

4. **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 Team meeting:

[https://teams.microsoft.com/join/19%3ameeting\\_ZTY5NGExODgtZWRmOC00ZTBmLTliZTgtMzdmNmUxMDM1NDZm%40thread.v2/0?context=%7b%22id%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22oid%22%3a%22e2eaabf6-b09a-4cdf-9d0b-94d5a03c6226%22%7d](https://teams.microsoft.com/join/19%3ameeting_ZTY5NGExODgtZWRmOC00ZTBmLTliZTgtMzdmNmUxMDM1NDZm%40thread.v2/0?context=%7b%22id%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22oid%22%3a%22e2eaabf6-b09a-4cdf-9d0b-94d5a03c6226%22%7d)

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**.

5. **INVITED SPEAKER**

Lisa Milne – Library of Things

6. **MEMBERS QUESTIONS**

To receive questions from members.

7. **MINUTES**

- a. For Members to receive and adopt the minutes of the extra ordinary Community Services meeting held 24<sup>th</sup> May 2021.

8. **MATTERS ARISING**

- a. Minutes of the Community Services Committee Meeting 24<sup>th</sup> May 2021.

9. **ITEMS FOR CONSIDERATION**

a. **Manor Park Hire Request**

Members to consider a request for use of a small area within the wooded area of Manor Park for approximately 3 hours per week to deliver a Forest School. Forest Schools are increasing in popularity and a very good way of teaching children and adults about the environment. The sessions will be for small groups and will cater for children as young as 2 years old. Additional hours may be required for half terms. Charges will be made in line with the 'Hire Protocol'.

b. **Manor Park Electric Fencing**

Members to receive a report from the Environmental Services Manager and consider the recommendations within the report.

c. **Manor Park DRAFT PA2 Brief**

Members to approve the DRAFT PA2 brief for a Parkland Management Plan.

d. **Youth Committee**

Members to receive a report from the Youth Committee working group and consider recommendations within the report.

e. **Library of Things**

Members to consider support for the 'Library of Things' initiative.

f. **War Memorial Listing**

Members to consider applying for listed status for the Flitwick War Memorial.

The War memorials trust are encouraging the listing of all war memorials in the country. National Heritage are looking favourably upon all such applications. The listing of our War memorial will protect it from any future development and ensure that its original purpose will be retained.

There are no associated costs with obtaining listed status for a War memorial other than staff time.

10. **ITEMS FOR INFORMATION**

a. **Environmental Update**

b. **Lawsons Circus**

Members to note that Lawsons Circus will be taking place on the Millennium Park from 20<sup>th</sup> September to 22<sup>nd</sup> September 2021. This will be subject to government guidelines.

c. **Public Realm Supervisor Report**

Members to receive a report from the Public Realm Supervisor.

d. **CBC Leisure Site Information Schedule & Outdoor Sport Priority List**

Members are asked to note the CBC leisure schedule and outdoor sport priority list. Officers are currently working through the schedule to ensure all information is correct. A section 106 working group meeting has been arranged to discuss potential projects that can be added to the priority list and a report will be presented to the Community Services Committee in July.

e. **Community Services Manager Report**

Members to receive a report from the Community Services Manager.

f. **Manor Park Update**

As the project has been approved for implementation, officers have met with Greensand Country Landscape Partnership to confirm next steps and are now working through the priorities to ensure that all of the essential work organised to manage tasks throughout the project.

The priority for tasks to be completed first are as follows:

- Establish mechanisms for drawdown of funds from S106 planning obligations including any required evidence of deliverables.
- Finalise application (PA2) to Natural England for an Environmental Stewardship feasibility study, for Natural England to recommend to Rural Payments Agency for funding. The PA2 brief required for this application is included as a separate item on this agenda.
- Apply to CBC for planning permission for restoration of bridge and gates. The planning application will require the following, which have been budgeted for within the project:

- Architect drawings and site plans for planning application.
- Ecological Survey for mitigation against impact on wildlife including newts and bats.
- Apply to CBC for works to protected trees.
- Seek quotes from contractors and secure commitment to works to meet project timescales.

Further updates and any requests for approvals will follow as the project progresses.

**g. Flit Valley Walk**

Members to receive a report from the Deputy Town Clerk.

**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.

There are no exempt items.

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.