



**DRAFT MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING
HELD ON 24th MAY 2021
AT 7:00 PM VIA VIRTUAL ACCESS**

Present:

Cllr Thompson (Chairman)
Cllr Toinko (Vice chairman)
Cllr Dann
Cllr Lutley
Cllr Badham
Cllr Chacko
Cllr Platt (Virtually via Teams)
Cllr Earles

Susan Eldred – Community Services Manager
Stacie Lockley – Environmental Services Manager

837. APOLOGIES FOR ABSENCE

No apologies received.

838. 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

839. CHAIRMAN'S ANNOUNCEMENTS

Cllr Thompson thanked Cllr Badham for all his hard work as chairman of Community Services for the previous year, while also thanking Members for selecting to be on Community Services for the coming year and supporting her in being selected as Chairman.

Cllr Thompson reminded Members this was an Extra Ordinary meeting with only one item on the agenda, a full Community Services Committee meeting would be held next Tuesday, Cllr Thompson encouraged Members to discuss other matters arising at the meeting next week as there would be more time available.

840. PUBLIC OPEN SESSION

No members of the public present.

841. INVITED SPEAKER

No invited speakers.

842. MEMBERS QUESTIONS

No questions from Members.

843. MINUTES

- a. For Members to receive and adopt the minutes of the Community Services meeting held 4th May 2021.

Cllr Dann raised that the filing system on SharePoint was confusing and papers were difficult to locate. Cllr Dann offered his time to rename the files, Cllr Dann stated he would email the Town Clerk to discuss this further.

Minutes from the Community Services Committee meeting on Tuesday 4th May are accepted as a true record. (Vote – All in favour)

Cllr Snape reminded Members that the Standing Orders state only Councillors in the room were able to vote, Members joining remotely would be able to discuss agenda items but were unable to be included in a vote.

844. MATTERS ARISING

- a. Minutes of the Community Services Committee Meeting 4th May 2021.

Cllr Badham was pleased to inform Members that three 'Happy to Chat' benches had been identified. The Environmental Services Manager stated that two benches would be located in Manor Park and one bench would be located on the corner of Dunstable Road, next to Millennium Park.

845. ITEMS FOR CONSIDERATION

- a. **Welcome Back Fund**

The Community Services Manager briefly explained the 'Family Fun Day' as stated in the report from supporting papers.

Cllr Badham asked how many local businesses could be accommodated within the Market on the day. The Community Services Manager stated a good number of businesses would be accommodated as CBC had agreed to allow a road closure at the top of Station Road and Kings Road for the event to take place.

Cllr Snape asked if assistants would be needed on the day to help run the event. The Community Services Manager informed Members that support of other FTC staff and Councillors would be needed on the day due to the event being held in various locations and number of hours it would be running for.

Cllr Dann suggested using local volunteers to help with the event on the day. This was something the Community Services Manager would be looking in to.

(Action – CSM)

Cllr Thompson asked for regular updates at the Community Services Committee Meetings, should the application be agreed by CBC for the funding to allow the event to go ahead.

It was **RESOLVED** to hold a Family Fun Day in the centre of Flitwick at various locations, on Saturday 14th August - subject to the Welcome Back Fund application being successful.

846. 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**.

No members of the public present

847. 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 were 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.



FLITWICK TOWN COUNCIL

Report to Community Services Committee 24.05.21 Electric Fencing at Manor Park

Implications of recommendations

Corporate Strategy: Communicate effectively with all stakeholders

Finance: Manor Park Budget

Equality: Increases inclusivity

Environment: Takes forward policy objectives directly

Background

Due to the requirements of the Environmental Stewardship Scheme, low intensity grazing is necessary to take place at Manor Park from June – October.

Introduction

Cattle has been arranged to graze the 2 back paddocks from the start of June. The Public Realm Team have suggested installing electric fencing to prevent the cattle from damaging the newly installed perimeter fencing.

The electric fencing will be installed on the inside of the perimeter fencing and the 2 paddocks will remain padlocked whilst grazing takes place.

The electric fencing will be removed and disconnected once grazing has finished.

A risk assessment will be carried out.

The Public Realm Team can install the fencing and quotes have been obtained to purchase the materials.

Recommendations

1. To install electric fencing within the 2 back paddocks of Manor Park.
2. Members to consider quotations as below;
Quote A - £530.16 (including VAT)
Quote B - £552.10 (including VAT)

Stacie Lockey
Environmental Services Manager

DRAFT

**Brief for a Parkland Management Plan under
PA2 Feasibility Study**

**For Flitwick Manor Park
Flitwick, Bedfordshire**

Brief prepared by: Dr Twigs Way & Fiona Wells with advice from
Sarah Clarkson, Bedfordshire & Hertfordshire Team Leader, Natural England &
Christopher Laine, Landscape Architect, East of England & London, Historic England

Date: 26 March 2021

For:

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&

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AND omar.nicholls@lghhm.com

INTRODUCTION to THE SITE

This Brief has been written to guide the preparation of a Parkland Management Plan (PMP) for the Grade II Registered Park and Garden (RPG) of Flitwick Manor Park (list entry: 1000383), Flitwick, Bedfordshire.

The production of the PMP is grant funded 80% under a stand-alone Countryside Stewardship PA2 Feasibility Study attached to the Single Business Identifier Number for Flitwick Town Council with 20% grant funded through the Greensand Country Landscape Partnership (GCLP) – a National Heritage Lottery funded project.

Quotes for this work should take the form of a written specification which provides a full, detailed methodology demonstrating how these requirements will be met alongside a completed Pricing Schedule (Annex A).

The Clients

The clients are jointly Flitwick Town Council and Flitwick Manor Hotel (LGH Hotel Management)

Historic England, Natural England and the Greensand Country Landscape Partnership are stakeholders in the project and will have an advisory and reviewing role throughout the process.

To note: throughout this document the term Flitwick Manor Park is used to correspond to the entry on the National Heritage List for England. Some documents and archive material will refer to this area as Flitwick Manor or Flitwick Park.

This PMP proposal follows on from a 2019-2020 Historic England funded, *Historic Parkland Project* to review several Registered and non-designated parkland sites across the Greensand Ridge National Character Area. The parkland project was part of a wider Heritage Lottery Fund Greensand Country Landscape Partnership (GCLP) Project. The Historic Parkland Project was delivered by Dr Twigs Way & Fiona Wells with the preparation of this Brief comprising one of the project outputs.

It is intended that this PMP will update and expand upon:

- 2019: Flitwick Manor Park RPG Landowner Report prepared for Flitwick Town Council. Way T & Wells F.
- 2018: Flitwick Manor Park Management Plan 2018-2022 Prepared for Flitwick Town Council by the Greensand Trust November 2018 (with Veteran Tree Management Plan in Appendix 5).
- 2019: Flitwick Manor Park Ecological Survey 2019 by Phil Irving
- 2018: Tree Survey 2018 RGS Arb. Consultants (Rob Yates) (Comprising Visual

Assessment plus tagging of individually 'significant' trees)

It should be noted that all of the above only consider the area within the ownership of the Flitwick Town Council and not the whole of the RPG.

All 2019 and 2018 reports for Flitwick Manor Park can be made available to the successful bidding consultants and are expected to be referred to in their work. These do not include the area in ownership of Flitwick Manor Hotel.

Note:

The area belonging to the Flitwick Manor Hotel (LGH Hotel Management Co.) was not part of the Greensand Historic Parkland Project and no Landowner Report was produced for this areas.

A further small part of the RPG area (including the north end of an avenue) lies within a further separate private residence 'Old Farmhouse'. This was not included within the Greensand Historic Parkland Project and no Landowner Report was produced for this area.

The area is also excluded from the Parkland Management Plan other than in historic overview and recommendations which might be relevant to the areas in ownership of Flitwick Town Council and the Flitwick Manor Hotel.

Ownership of the Site

Flitwick Manor Park RPG extends across 22.46ha within two main ownerships excepting the area of The Old Farmhouse and associated gardens.

- Flitwick Town Council – own c 16.5ha, corresponding to the southern two thirds of the RPG. This is managed as amenity grassland, woodland, and watercourse, with recreational enrichment through provision of walking routes and information.
- Flitwick Manor Hotel (LGH Hotel Management) own c 3.8ha of the RPG to the north including the original house and adjacent garden features. This is managed as a hotel and wedding venue with associated parking etc
- Ownership of the wall between the Flitwick Manor Hotel and The Old Farmhouse is unknown and will need to be established.
- Maintenance of the ha-ha that lies on the boundary between the Flitwick Manor Hotel and the Flitwick Manor Park has (2021) been accepted by the Flitwick Town Council, although actual ownership is still uncertain.

- There is a restrictive agreement over use of the triangle of land at the north entrance of Flitwick Manor Park adjacent to the bungalows and the onward management of this area should be taken into consideration as part of the Parkland Management Plan. (Exact location to be confirmed to consultant by Flitwick Town Council at commencement of PMP)
- A further small part of the RPG area (including the north end of an avenue) lies within a further separate private residence the 'Old Farmhouse'. Comprising c2.1ha. This was not included within the Greensand Historic Parkland Project and no Landowner Report was produced for this area. The area is also excluded from the Parkland Management Plan other than in historic overview and recommendations which might be relevant to the areas in ownership of Flitwick Town Council and the Flitwick Manor Hotel.

Historic Environment Designations on the Site

This Parkland Management Plan (PMP) will encompass land that includes one Registered Park and Garden (RPG) and four structures included on the National Heritage List for England (NHLE).

There is a further additional listed building adjacent to the RPG that will need to be considered within the context of the historical development of the site.

- **Flitwick Manor Park** Registered Park and Garden Grade II LEN: 1000383
- **Flitwick Manor House** Grade II* LEN: 1137690
- **Grotto** approx. 50m south west of Flitwick Manor Grade II LEN:1321732
- **Old Farmhouse** Grade II LEN: 1113912 (understood to be single private ownership and house and grounds fall within RPG)

In separate, private ownership:

- **Church of St Peter and St Paul** Grade I LEN: 1137705. The church lies immediately adjacent to but not within the RPG and contributes to the parkland aesthetic and history.

The Scheduled Ancient Monument 'The Mount' motte and bailey castle that lies to the north of the area (SAM LEN 1010116) also had an aesthetic and physical association with the site.

Consideration of the role of views and vistas and aesthetic 'inclusion' between the designed landscapes and surrounding key features is required as part of this PMP.

The Park falls within the Flitwick Manor County Wildlife Site which extends over 22.4ha encompassing the entirety of the RPG area owned by the Town Council and includes two meadows to the south west, outside of the RPG. These two meadows should also be taken into consideration in management proposals most especially in their effect on the hydrology and ecology of the site but also with regard to usage of the site and views to/from the site etc .

Maps and citations for each of the designated heritage assets may be found by visiting <https://historicengland.org.uk/listing/the-list> and typing in the list entry number (LEN) for each feature.

Map and citation for the Flitwick Manor County Wildlife Site is held by held by the Bedfordshire and Luton Biodiversity Recording and Monitoring Centre <https://www.bedscape.org.uk/BRMC/newsite/index.php>

Current Agri Environment Agreements:

Flitwick Town Council : The Town Council land is in a Higher-Level only Stewardship scheme (Ref: AG00321776). This is due to expire 30/11/2022.

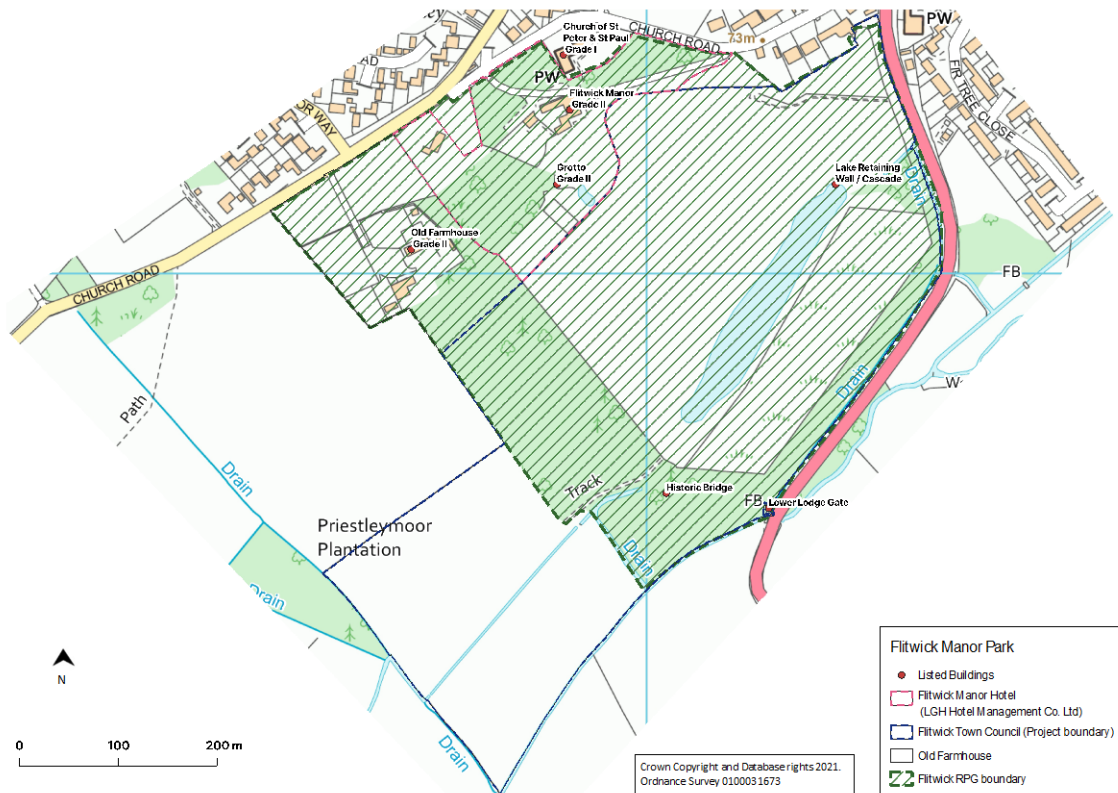
The Management Plan that relates to this is due for review in 2022.

Currently Natural England/Rural Payments Agency are extending a proportion of eligible schemes to take agreement holders to 2024 when it is expected that a new Environmental Land Management Scheme (ELMS) will be available.

Flitwick Manor Hotel: The hotel land is not within an agri-environment scheme and as a formal garden and house with no agricultural usage would not be eligible.

Agri-environment agreements are funded by Defra, administered by the Rural Payments Agency. Natural England advise the RPA and applicants on Higher Tier Countryside Stewardship applications and agreements.

Location and Setting of the Site



Flitwick Manor Park Grade II RPG covers an area of 22.46ha.

The park lies c16km south of Bedford, at the southern end of Flitwick town.

The site is bordered to the east and northeast by the busy A5120 Dunstable Rd and to the north in part by the minor Church Rd, and in part by the grounds of the church.

The northeast corner of the site gives onto the back of a row of residential bungalows and as noted above there is a restrictive agreement in place in this area of the park.

To the west/southwest the RPG bounds the two meadows that form part of the Flitwick Manor County Wildlife Site and are also owned by the Flitwick Town Council.

The A5120 is a busy route but traffic visibility and noise is somewhat lessened from within the park by the treebelts that run around the east side, although this has affected use and management of that tree belt and any original pathways through it.

The A5120 has also had an impact on the route by which members of the public are likely to enter the park as the southern entrance entails walking along the road for some distance if coming from the main residential areas.

The main entrance with a small carpark for disabled parking, is located adjacent to the junction of Church Rd and A5120 and is relatively well shielded once within the park itself.

Church Road to the north is a predominantly single lane route on a steep hill, with most traffic accessing the hotel, the church and graveyard, the cemetery or the well-spaced housing.

There is a separate entrance for the Hotel (original entrance to the Flitwick Manor) with original iron gates and brick piers and a tree avenue. Car parking is provided on-site for the hotel etc

From the hotel grounds the falling ground of the park is viewed south across the ha-ha (recently established as being in the ownership of the Flitwick Town Council).

The pasture fields x2 to the west, separated from the RPG by woodland, form an extended 'pastoral' setting and are part of the extended walks managed by the Town Council.

To the north of the pasture fields (west of the RPG) lies arable ground (rising to meet the Church Rd heading southeast), whilst to the south of the meadows a stream coming off the River Flit divides the site from further rough pasture to the south. Views across this stream are obscured by growth along the banks.

The A5120 turns to head direct south part way along this boundary, thus giving a considerable area of mixed pasture and arable. The River Flit itself runs just to the southeast/east of the park, passing under the A5120 part way along the boundary.

The wider setting of Flitwick Manor Park is largely agricultural to the south, east and west. Land rises to the north of the pastures adjacent to the stream coming off the River Flit that runs southwest-northeast across the area (and is widened in the park).

The expansion of Flitwick town which immediately adjoins the park to the north and north of that, Ampthill, does give a more urban setting in that direction. Any development to the current south boundary of Flitwick would impact upon the park and leave it 'boxed in' to the east. However at present the development boundary is set by the River Flit that runs along the south of the town.

The railway from Ampthill to the south passing through Westoning runs c0.5km east of the site, it is partly raised but is some distance from the site beyond the tree belt and does not impact it.

The M1 lies c2km to the west but is obscured by substantial woodland (Flitwick Plantation and Priestley Plantation).

Views outside of the park are restricted from within by the woodland to the southwest and the treebelts to the south and east and the manor house and church to the north.

Within the site the Flitwick Manor occupies high ground on the north looking out over the park and lake across to the treebelts.

Current Description of the Site

Flitwick Manor House (Grade II* LEN 1137690) is in the north part of the site. It is accessed direct from a drive running off the Church Rd, down an original carriage route lined with lime trees arriving at the east front of the house. Views across the park to the southeast are had from this drive out across the brick ha-ha with the land sloping gently northwest to southeast.

The manor house is a brick built house built earlier 17th century reworked in c1736 with extensions in the late 18th and 19th centuries. There was some subsequent re-working in 1936 by Sir Albert Richardson.

The manor house and its gardens and park are extensively described in "Flitwick House, its Gardens, Grounds etc", notebook with sketches, 1838 by J T Brooks; And notes on Flitwick House, now called Flitwick Manor : Both Housed at Bedfordshire Record office at LL 17/284 and CRT 130 Fli 14, respectively.

These documents are expected to be an invaluable source in the history of the site and its planting.

The manor is surrounded by relict features of formal gardens including lawns, trees, shrub planting and the Grotto (Grade II LEN 1321732).

The grotto lies c50m southwest of the house. It is later 18th century and constructed of red brick with some vitrified bricks. The main part of each facade has clinker and blue glass cladding with red brick dressings. The structure takes the form of small bridge, the archway room beneath retaining its pebblework decoration to ceiling and floor and to parts of walls

The Walled Garden lies to the west, marked as a courtyard on the late 18th and 19th century maps with one area used for parking and another grassed. Relicts of remaining glasshousing can be seen. There are also trees lying within these areas which may include exotics dating to the period of the Brooks family.

The 'formal gardens' are defined at their southeast extent by a brick built ha-ha (ditch to the south/southeast) under agreed maintenance of the Flitwick Town Council. This is in poor condition and a condition assessment and management recommendations should form part of the Parkland Management Plan.

To the west the boundary with land belonging to the Old Farmhouse is defined by a brick wall. Ownership is currently unknown. The wall is in poor condition and would benefit from a structural survey.

In addition to access via the house and gardens, a direct entrance to the park originally led from the southeast corner and is still open to the park (gates currently missing and piers in very poor condition as identified in 2019 GCLP Landowners Report).

The modern entrance from the town is via a small car park (disabled only) with an interpretation board. To the right of the entrance is an area of rough grass where public access is not allowed (as part of the restrictive arrangement with the owners of adjacent properties).

This modern entrance leads to a choice of footpaths and desire line paths across the park predominantly to the north of the lake. This currently passes by an area where it has been planned to carry out wildflower planting in conjunction with local volunteers, although the scheme is currently in abeyance until methodologies are agreed.

A wood carving higher up the slope denotes the inclusion of the park in the Flit Valley Trail.

The lowest part of the site is occupied by the lake, diverted and widened as it passes through the park.

The lake was de-silted in 2013 but has once again become heavily silted and overgrown possibly due to reduced flow.

At the eastern end of the lake are the structural remains of a cascade (needing structural survey), the hydrology of which is not fully understood. It is understood that the structure was altered or raised in the late 20th century.

A future investigation into the hydrology of the site is necessary to better understand any external influences on Flit Water and the cause of the silting up.

Any recommendations following on the hydrology survey this should have regard to the current ecology of the site as well as the historic aesthetics.

Several veteran trees survive across the area to the north of the lake, none notably 'exotic' although some may date to the period of the Brooks residence, and a short line of trees marks an earlier boundary or walk.

There are views across the reed bed/lake to the tree belt to the south from all areas of the northern park, and this belt contains a range of distinctive conifers including several giant redwood *Sequoiadendron giganteum*.

Stock fencing around the south of the lake has been used to retain grazing cattle in the past, but due to lack of retaining fencing on the southern field boundary, grazing has lapsed resulting in the area south of the lake losing its parkland appearance.

On the southwestern side of the park is the relict arboretum planted by Brooks in 1819 onwards after the purchase of 5 acres. Within this arboretum are a mix of conifers and deciduous planting, some now needing work.

A double avenue of Spanish (sweet) chestnut (*Castanea sativa*) survives within the arboretum (on the east side of it) and is partially truncated as it enters the grounds of the Old Farmhouse.

A small bridge (originally with balustrades now lost and needing structural survey) leads south toward the area of the pinetum with more coniferous planting, and then down to join the southeast entrance of Lower Lodge. Rhododendron has recently been cleared in this area.

It is not known if a survey of the rhododendron has been undertaken to ascertain the varieties, given Brooks interest in exotic plants there may be some of the more unusual forms planted on this site.

Trees within this area, and across the site, will need to be included in a survey to establish both the species of trees and possible ages, to ascertain which may date to the Brooks era.

The southeast entrance (once an important access point with a lodge) is currently dilapidated in danger of being 'lost' but there are maintained routes towards it, although this side of the park appears less used.

Exotic conifers are in evidence here.

Brief History and Significance of the Site

A 17th century manor house was built on the site by Edward Blofield.

By the early 18th century the estate consisted of The Elms, a plantation to the west of the house, with a kitchen garden and orchard to the south, beyond which were Warren Close and Little Warren Close and (beyond a ditch) Church End Mead, which led down to The Flit at the south.

In the late 18th century these were taken into a small park or Pleasure Grounds, and the River Flit widened and diverted to create the lake (with the aid of sluices). NOTE These should be identified and surveyed and their current role in the hydrology of the site ascertained.

This late 18th century phase was laid out by George Brooks and was then enhanced considerably by his son John Thomas Brooks in the early 19th century, with the assistance of his daughter.

In the fashion of the period Brooks described the park and Pleasure Ground as a '*ferme ornée*', although there is little evidence for productivity.

John Thomas Brooks created an arboretum, pinetum, and shrub borders as well as specialist collections and hothouses and became well known in early 19th century horticultural circles. He also expanded the area of the park.

The site was visited several times by the garden writer John Claudius Loudon, (author of *Arboretum et Fruticetum Britannicum* and editor of the *Gardeners Magazine*) who also kept a correspondence with Brooks. Loudon also recorded his admiration of the site, and there were also frequently records within the *Gardeners Magazine* of specific plants and trees which were successfully cultivated by Brooks.

The site was also visited by surrounding landowners, and Brooks was part of an extensive and prestigious exchange network for rare and exotic trees and shrubs.

Brooks kept a detailed journal including records of the plants in the garden, their placement and, design features. These were recorded in his *Flitwick House, its Gardens, Grounds* etc (1838), (LL 17/284), and J. T. Brooks, *Hortus Botanicus Flitwickensis* (c 1838-42), (LL 19/1), (both held in Bedfordshire Archives and Record Office) His daughter also kept a journal detailing visits to local gardens and visitors to the Flitwick Park and gardens.

These journals and the plans and sketches within them form an almost unique record of the type of collections, and their arrangement in the landscape, a dedicated collector of the early 19th century could create. Each part of the site can be identified within from Brooks' journals and its planting and appearance in the 1830s-40s understood.

The survival of the journals and diaries, and their partial transcription by the Bedfordshire Historical Records Society adds very considerably to both the understanding of the site and also its significance. Other upper middle class collectors of the 19th century noted by

Loudon (such as Mrs Louisa Lawrence) either did not keep such detailed records or the records or gardens (or both) have disappeared.

Recently there has been a revived interest in the history of early 19th century planting of exotics and the contributions and collections made by small-scale landowners such as Brooks as complementing the work of bodies such as the (later, Royal) Horticultural Society of London in the period before the founding of Kew Gardens in the 1840s.

The Journals will be an important source for both the expanded history of the site and also are to be compared with the surviving built structures, routeways, views etc and to surviving exotic plantings and onward management.

The house remained in the Brooks family until 1932 and was then kept as a private residence until 1950. It is now a hotel. The land to the north which once formed part of the estate, has been developed for housing and is not within the RPG area.

Although the predominant usage of the park is as an amenity and recreational park, information boards on the site record the work of Brooks and identify various parts of the park and arboretum etc as part of his schema.

The 2018 Flitwick Manor Park Management Plan (by the Greensand Trust) included information about the veteran trees on the site some of which date to Brooks' period, although it did not specifically attempt to identify any exotics which might relate to his records of planting. It is expected that there will be further notable trees within the gardens associated with the Flitwick Manor House. Some of these may be veterans for their type.

The park forms part of the Flit Valley Trail.

The wetlands of the Flit Valley, of which the Manor Park is a part, are identified as one of Bedfordshire's seven Wildlife Priority Areas in "A Nature Conservation Strategy for Bedfordshire" published by Beds County Council and English Nature 1994.

Summary of the issues that need to be addressed as part of this Parkland Management Plan

This project follows on from the Historic Parkland Project funded by Historic England, delivered by Dr Twigs Way & Fiona Wells in 2019-20; this was part of a wider Heritage Lottery Funded Greensand Country Landscape Partnership Project (GCLP). This review hereafter referred to as the GCLP Project.

The GCLP Project identified a range of issues for the Flitwick Manor Park landscape that could potentially benefit from an holistic approach to consider forward management

opportunities.

Flitwick Manor County Wildlife Site was notified in 2007 and extends over 22.4ha encompassing the entirety of the RPG area owned by the Town Council and includes two meadows to the south west, outside of the RPG. The site is described as a '*Habitat mosaic containing semi-improved grassland, mature trees, secondary woodland, marshy grassland, swamp and open water including a river, streams, ditches, a pond and lake*'.

A future PMP needs to establish a way forward that balances managing areas of the park for their historic integrity and legibility, recreation, education and wildlife interests and integrating this to the views and vistas across the site between the formal gardens in ownership of the hotel and that in ownership of the Flitwick Town Council.

Some areas of the park appear to suffer from over-use (in particular the northwest of the lake) whilst the area to the southeast is less utilised and the 'story' that the park tells is in danger of becoming fragmented even within the area of Town Council ownership.

The 'loss' of the formal gardens and house amplifies this fragmentation, although the house can still be viewed from the park .

Structural Survey

Several of the structures of the house and park are in need of structural survey including:

The 'Ornamental Bridge' crossing at south end of the Arboretum at the upstream end of the lake (in ownership of Flitwick Town Council)

The Main Gates (also known as Lower Lodge Gates)

Note: It is understood that the above features have recently had an architectural condition assessment in advance of a S106 application by Flitwick Town Council currently awaiting formal approval. If approval is given these features will not form part of the PA2 structural survey work.

The sluices/cascade at the downstream end of the lake.

Ha-Ha (maintenance in hands of Flitwick Town Council)

Grotto (in ownership of the Flitwick Manor Hotel)

Formal walls and boundary walls (in ownership of Flitwick Manor Hotel).

Hydrology

The site currently suffers from aesthetics degradation due to silting and infill of the lake. The cause of this is unknown and may be a combination of factors, including external impacts on the River Flit. These causes need to be established and possible forward mitigations proposed (with regard to ecology of the lake and water courses).

Veteran and Exotic Trees

A full survey of veteran and exotic trees needs to be undertaken to update and expand the 2018 survey (that only addressed native species) in order to marry the historic (and ecological) significance of the site with the forward management as a public amenity site and to establish what remains in the formal areas immediately around the hotel.

Historic references across the site relating to the Brooks period include references to Pinetum, Arboretum, Avenues and Orchard as well as a plant nursery.

It is noted that there is a large Cedar of Lebanon in the hotel grounds as well as other exotic tree plantings and the lime avenue.

References to the historic notebooks and plans etc held at Bedfordshire Record Office should be integrated into the discussion of the arboricultural survey.

An onward management plan for veteran trees plus a planting plan for each of the areas of ownership putting forward recommendations for the location of new planting and appropriate species is an essential element of the PMP.

The Historic Parkland Project Landowner Reports held by the Greensand Country Landscape Partnership (GCLP) provide further information on identified issues for the area within the ownership of the Flitwick Town Council . These can be made available to the successful bidding consultants and are expected to be referred to in their work.

The GCLP Project is providing an unusual opportunity enabling the two main landholders of Flitwick Manor Park RPG to work together so that a PMP can be prepared that addresses the RPG in its entirety. This will build upon the information that is already available for the Town Council owned area and enable a more holistic approach to future opportunities for management of the designed landscape to be put forward.

It is anticipated that the PMP will inform a future agri-environment scheme application for Flitwick Town Council.

For LGH Hotel Management (Flitwick Manor Hotel) the project will provide information not currently available for the area of the RPG within their ownership, together with management recommendations for the complex structures and planting across the formal gardens areas that can be used to support and focus future management strategies, and underpin application to identified funding streams where appropriate.

The high recreational and educational use of the Town Council owned area together with the visual linkage to the manor house at the northwest area of the RPG combine to make a significant contribution to Defra's forthcoming aspiration for public value for public goods.

Within the GCLP Project, the application of Natural England's Parkland Scoring Assessment (Cookson & Tickner c2014) was only available for the Flitwick Manor Park Town Council area. This gave an Overall Score of 45. (Significance 27 and Vulnerability 45). The HE HAR Rating carried out for this specific project was 'Vulnerable' across the entire RPG.

The inclusion of the area of the Flitwick Manor Hotel which formed the core of the historic landscape during the 18th and 19th century would significantly increase the Significance of the site and thus its overall scoring.

REQUIREMENTS OF THE PARKLAND MANAGEMENT PLAN

Note: the PMP is to be produced as **two** separate documents personalised to each client ie. Flitwick Town Council and Flitwick Manor Hotel (LGH Hotel Management) .

These are to comprise:

- Identical sections covering the historical development of the entirety of the site, desk and field studies (Tasks A – C2) inclusive should be included in both documents.
- Management Recommendations specific to each holding (Tasks C3 & E) should be provided as stand-alone documents or sections for each of the two PMP clients.

NB Structural survey and management proposals for the Ha-Ha should be included in both.

Task A: EVALUATION

A1. Ownership, physical character and usage of the park

In relation to the agreed area of the PMP, the consultant will undertake research to verify and update previous plans as listed in section 1.

- i. Describe and map current ownership and occupancy details including leases, land managed under licence, trusts, acquisitions etc.
- ii. Describe the current use and management of the land including land management agreements, farming and forestry types, other business interests, etc.
- iii. Identify and map any national or local designations within, or directly affecting the

setting of, the parkland.

- iv. Identify other obligations, such as those required for Inheritance Tax exemption, charitable purposes, covenants, 'live' planning conditions, etc.
- v. Describe how the parkland fits into the wider landscape context and identify any significant impacts that directly affect its character or setting.
- vi. Identify and map/record existing information about the site geology, soils, topography, drainage, climate, landscape designation if relevant.
- vii. Identify and map any public rights of way or other access arrangements, including permissive access where applicable.
- viii. Identify and map services, wayleaves etc.
- ix. Identify and map any known Resource Protection issues.

A2. The history of the park and its development

In relation to the agreed area of the PMP, the consultant will undertake research to verify, update and enhance previous reports and management plans.

A2.1. Documentary research

Carry out archival and desk-based research to update and expand on the information provided in the 2018: Flitwick Manor Park Management Plan 2018-2022 prepared for Flitwick Town Council by the Greensand Trust November 2018.

- i. The history of its ownership.
- ii. The development of the parkland landscape and its design over time, including the work by particular designers, and the arrival and loss of specific features.
- iii. The land use of the parkland over time (for example, how it has been managed through agriculture, forestry, horticulture, etc).
- iv. Events or activities in the park which have had a significant impact on visitor provision and/or the development of visitor attractions (e.g. 18th century carriage drives, contemporary play areas for children, etc).
- v. The broad historical context for the main phases of the site's development (e.g. movements in aesthetics, fashion, politics, technology, key landscape designers).
- vi. Examination of the contribution of the Brooks family and their significance within the horticultural circles of the period, most particularly the role of middle class collectors of exotics.
- vii. For the Flitwick Town Council owned area, how the site came into local authority ownership or management and its subsequent development and maintenance as a public space.
- viii. A data request for species information for the site + 1km should be made to the Bedfordshire and Luton Biodiversity Recording and Monitoring Centre; the results should be used to inform the ecology sections and habitat management recommendations of the PMP as appropriate. The Greensand Trust may also hold biological records for the park.
- ix. A desk study should be undertaken to consult the county Historic Environment Record for the site.

A2.2 Field survey

Building on baseline information gathered through Tasks A1 & A2.1. undertake an appropriate level of survey of the parkland to capture on a map and in a gazetteer, the information relating to:

- i. The location and extent of surviving archaeological features, their condition, including the historic boundary of the site, and the threats and risk factors associated with each site.
- ii. The built historic resource and other features as identified. Their condition, and the

threats and risk factors associated with each feature.

- iii. Areas of woodland, copses and hedge lines, all scattered trees, arboretum, avenues; a survey of veteran trees is required .
- iv. Wildlife habitats, including designated areas (e.g. County Wildlife Sites), their condition, and the threats and risk factors associated with each habitat/site/species.

2.3 Other surveys

In addition to the work outlined above the following specific surveys are required:

i. Hydrology

The park contains a large water body formed by the partial diversion and widening of the River Flit. Within the site there are several structures relating to this water body (including relict cascade, bridge etc). The lake is fed from upstream (arriving from the stream alongside the two areas of pasture which should be included within the PMP.

The lake currently suffers from aesthetic degradation and ecological change due to silting and infill. The cause of this is unknown and may be a combination of factors, including external impacts on the River Flit. These causes need to be established and possible forward mitigations proposed (with regard to both the ecology of the lake and water courses and associated structures).

Therefore, a preliminary hydrological survey is required to assess the general hydrological behaviour and management of the site, to establish the need and feasibility of restoring the designed ornamental water body and its associated structures (see item A2.3.viii, below), and to inform the scope and prioritisation of future agri-environment scheme proposals within the context of broader park-wide hydrological and landscape recommendations.

This will take into account the areas of water course to the south of the site as it flows to the south of the pasture fields immediately adjacent to the RPG.

ii. LiDAR Survey

LiDAR survey information at 1m resolution is available from the Environment Agency area of the Defra Data Services Platform. The existing survey should be referenced in the PMP but *a new survey is not required as part of this PMP.*

iii. Geophysical survey of archaeological remains

A geophysical survey of archaeological remains is not required as part of this PMP.

The need for any future survey should be hi-lighted within the PMP if there are land management recommendations put forward that should be informed by a geophysical

survey.

iv. Survey of Great Crested Newt, Bat and Badger

Specific species surveys are not required as part of the PMP as they have a time limited validity and there are good species records from the 2019 surveys by Phil Irving. PMP management recommendations should identify future ecological surveys that may be required prior to future management intervention(s).

v. Access

Within the Town Council owned area of the park, an assessment of existing formal access routes and desire line paths and any impacts on veteran and other trees or, other environmental or heritage assets should be documented.

Consideration should be given to pedestrian access route(s) in the Pleasure Grounds with identification of potential issues to inform future management.

Recommendations for remediation of any access issues identified should be made.

vi. Veteran Tree Survey

The existing Veteran Tree Report for the Flitwick Town Council owned area (2018 Robert Yates) should be refreshed and updated to encompass all veteran and exotic trees within the RPG (excepting within the area of the Old Farmhouse). A copy of the 2018 report can be obtained from Flitwick Town Council.

A full survey of veteran and exotic trees needs to be undertaken in order to marry the historic (and ecological) significance of the site with the forward management as a public amenity site and to establish what remains in the formal areas immediately around the hotel.

Historic references across the site relating to the Brooks period include references to Pinetum, Arboretum, Avenues and Orchard as well as a plant nursery.

It is noted that there is a large Cedar of Lebanon in the hotel grounds as well as other exotic tree plantings and the lime avenue.

Across the RPG, the location, number, species, estimated age, wildlife and landscape value, health/need for tree surgery, need for further survey etc. should be addressed.

An appropriate level of survey should be undertaken to capture on a map and in a tabulated report, information relating to the notable and veteran trees across the entirety of the RPG.

The report must include a phased and itemised plan of works to cover a 10-year period. This should be prepared for trees on an individual or grouped basis as appropriate. If

grouped, the number of trees within the group and the number identified for work must be listed.

The prioritised and phased plan of work will inform the 10-year Higher Tier Countryside Stewardship option BE6 Veteran Tree Surgery for the Flitwick Town Council ownership.

It should also contain management proposals for the trees within the Flitwick Manor Hotel ownership.

The survey must be undertaken by a professional who can demonstrate the appropriate level of skill for the task in relation to veteran trees and the identification of exotic tree species. Examples of recent work in this field must be included in the CV accompanying the tender submission.

Tree survey results should also be used to inform the woodland management plan (vi) and integrated into the historic assessment of the site, in particular in relation to the plantings of Brooks.

Management recommendations should seek to balance the heritage and cultural values of the designed landscape and veteran trees with other identified wildlife interest.

vii. Woodland Management Plan

TWO 10-year woodland management plan are required as **stand-alone annexes to the PMP** for all woodland areas within the Flitwick Town Council owned area of the RPG and the Flitwick Manor Hotel area of the RPG.

The woodland management plans to be prepared using the RPA/Forestry Commission template available through <https://www.gov.uk/guidance/create-a-woodland-management-plan>

The plan should also be informed by the survey and recommendations for veteran trees (above). This might include but is not limited to, measures such as halo thinning and veteranisation of younger trees.

The survey and plan must be prepared by a professional who can demonstrate the appropriate level of skill for the task. This may be the same consultant as the one undertaking the veteran tree survey.

The woodland plan once approved by the Forestry Commission will provide Flitwick Town Council and Flitwick Manor Hotel with a 10-year felling licence.

viii. Condition Assessment of Built Structures

This PMP will require:

A condition assessment of all built structures:

- Brick ha-ha walls – along the boundary between the Hotel grounds and the Flitwick Park in Town Council management.
- Structures associated with the water features and control thereof (sluices, dams, cascade and bridge).
- The Grotto
- The wall between the hotel and the area owned by the Old Farmhouse
- Relict walls of the walled garden (with note of any relict structural evidences of glasshousing etc).

In addition the consultant should include reference to the report of the Conservation Architect produced as part of the S106 application for the Flitwick Town Council for the Lower Lodge entrance gates/piers and the Ornamental Bridge upstream of the lake and any works carried out subsequent to that. The report is available from the Flitwick Town Council.

Identification of prioritisation of works is required to consolidate and where appropriate, repair, built features. Identification of works that could potentially be undertaken by skilled / appropriately trained volunteers in the area owned/maintained by the Town Council would be beneficial but not essential.

At the draft stage meeting the Clients and stakeholders will agree on built features to be put forward into CS for potential grant under option HE1 (Historic and Archaeological Feature Protection) for the area owned/maintained by the Flitwick Town Council.

Re section E3 below, a stand-alone PA2 Feasibility Study application may subsequently need to be submitted to help to fund a Specification of Works for the identified structures. The Specification once completed will enable three quotes for work to be obtained to inform a CS application (expected 2022).

ix. Additional Surveys

Identify any further surveys that may be required to facilitate management recommendations put forward in this PMP.

A3: Landscape design evaluation

In relation to the agreed study area, carry out a visual survey of the current landscape to identify:

- i. Any surviving elements of the previous historic design phases, and their condition.
- ii. Current and surviving historic views and vistas (and any relationship between them or between other parkland features, such as an eyecatcher). This should include consideration of the role of views and vistas in both directions between pleasure grounds and park and also take into account the church.

- iii. Any relationships with current or past communities/settlements.
- iv. Any sequential changes in parkland layout or extent. Each historic design phase should be mapped separately.
- v. Any existing features that either impact on the historic parkland or change its context.
- vi. The impact of the multi-ownership on divergence of management as it impacts the historic design (including ownership beyond the Flitwick Town Council and Flitwick Manor Hotel).

Task B: ANALYSIS

Analyse the information gathered during the evaluation stage and produce a fully illustrated report that provides the following key elements:

B1. Understanding the site and its vulnerabilities

- i. A chronology of the historic park up to present day, highlighting key dates, ownership changes and events.
- ii. Details of the development of the parkland landscape and its design elements over time, and their survival or loss, including:
 - specific phases and/or work by particular designers.
 - significant vistas, views and features and their individual and collective contribution to the parkland.
 - how the design works now and historically.
 - sequential changes in parkland layout, extent or condition.
 - changes resulting from natural or other causes, such as storm damage or modern development
 - the overall condition of the historic parkland and its component parts
 - the current condition of the known archaeological, built and biodiversity assets in the parkland and their priority for management intervention
- iii. A visual synthesis of b (above) in terms of mapped and defined 'character areas'
- iv. A brief summary of gaps in knowledge and any historic information not available

B2. Significance

- i. An assessment of the contribution of the park to its wider landscape setting, including its relationship with key significant features, such as the main house, ancillary buildings, local settlements, etc.
- ii. An assessment of the component parts of the parkland and their contribution to the significance of the parkland.
- iii. An assessment of the significance of the site in relation to its contribution to landscape history design, both in the UK and, if appropriate, abroad.
- iv. An assessment of its value and rarity, for example, in relation to a particular period; design or features; its level of survival, vulnerability, or documentary

evidence.

- v. An assessment of the significance of any associations, such as with an event, person, sense of place or ownership; and its aesthetic qualities. **NOTE the specific role of Brooks and the network of amateur and professional plant collectors of the period.**
- vi. A summary paragraph stating the site's overall significance which supports, or otherwise, its restoration.

B3. Issues and constraints

A summary of the issues and constraints that may affect the significance of the site as a whole and/or its character and historic, archaeological, ecological and resource protection features, including:

- Policy frameworks or Action Plans for the area.
- Obligations/limitations imposed on management by, for example, designations or covenants.
- Ownership (for example, multiple owners).
- Any form of access, wayleaves, field sports, licences and rights.
- Current or proposed estate and land management principles and practice.
- Event management or field sports, where applicable.

Task C: APPROACH TO FUTURE MANAGEMENT

Using the outcomes of Tasks A & B:

C1. Develop a succinct 'statement' that summarises the overall Future Management Approach that needs to be taken with the parkland to safeguard its special interest and character.

C2. Set out the underpinning principles for implementing the Approach in terms of future planting and ongoing management of the parkland and its assets. This might include defining the period(s) of restoration, planting palettes, conservation principles and replacement strategies.

Flitwick Manor Hotel/LGH Hotel Management: please note that the sections and immediately below will be included in your finalised PMP and tailored to your area of land ownership separate to that of the Flitwick Town Council. The PMP does not in any way bind you to implementing these recommendations going forward but may assist you in identifying and prioritising management actions, and should you wish to implement the management proposals it may assist you in identifying appropriate funding streams and supporting your application to these.

C3. Develop **two separate** Master Plans **one for each ownership area**, in the form of a map and table, which identifies a series of prioritized and integrated Actions as a

framework for delivering the Future Management Approach, cross referenced as appropriate to the detailed information provided in A & B.

For the Flitwick Town Council ownership area this should clearly identify

- i. Where agri-environment would be a key driver for delivering the Action/activity.
- ii. Any dependencies between activities.
- iii. Priorities for the activities over the next 10 years - divided into immediate (1-2 years), necessary (2-5 years) and desirable (5-10 years), with a 'long term' view of 20 years.
- iv. Where any actions taken will result in longer term maintenance requirements.

For the Flitwick Manor Hotel/LGH Hotel Management area this should clearly identify:

- i. Any dependencies between activities
- ii. Priorities for the activities over the next 10 years - divided into immediate (1-2 years), necessary (2-5 years) and desirable (5-10 years), with a 'long term' view of 20 years.
- iii. Where any actions taken will result in longer term maintenance requirements.

Task D: CONSULTATION ON AND FINALISATION OF THE DRAFT REPORT

On completion of Tasks A, B & C the consultant shall:

D1. Send a fully illustrated paper copy of the draft of the report and its underpinning information to the clients, Natural England, Historic England and agreed key partners and stakeholders at least 3 weeks in advance of a meeting to discuss the findings.

D2. Organise and hold a meeting with all interested parties in order to

- i. Capture the outcomes of a full discussion of the findings of the report.
- ii. Present the management approach and discuss the principles and priorities that have been identified.
- iii. For the Flitwick Town Council ownership area Inform Task E – the drafting of a schedule of work for an application for CS;

D3. Following this consultation, amend the draft to reflect the comments received and re-submit it for 'sign off' by Natural England and Historic England, before proceeding to Task E.

Task E: SCHEDULE OF WORKS

Based on the outcomes of Task D, the consultant shall develop:

For the Flitwick Town Council ownership area Schedules of Work to inform a CS application, detailing the individual activities required to deliver the agreed priority repair/restoration proposals and optimum management of the parkland.

This must:

- show a clear prioritisation of the work required.
- Identify any 'critical path' in terms of the timing of proposed options or capital items.
- be achievable under CS.
- be based on the recommendations in the Parkland Management Plan.
- be drawn up in conjunction with the clients.
- be in a format that can be readily used in a CS Capital Works Plan. (Full details of this are given in the CS manual).

The Schedule must comprise:

E1. Proposals for Annual Management Options

The full extent of proposed CS annual management options, where necessary highlighting any suggested edits to any amendable management prescriptions or text.

E2. Proposals for Standard Capital Items

A list of all proposed standard Capital Items, where relevant including details of the techniques, location and timing of work that would be needed for successful delivery.

E3. Potential for bespoke Capital Projects & Likely Costs

A list of any Bespoke Capital Projects, which are outside the scope of standard CS capital payments, but which have been identified as an 'Immediate Priority' for action as part of Task C2. Provide an indicative cost for each of the proposed bespoke projects in the form of:

- i. Any feasibility study needed to draw up a detailed specification for the work;
- ii. The potential cost of the 'physical' delivery work.

This stage is not necessary for the Flitwick Manor Hotel/LGH Hotel management ownership area.

Task F: PRODUCTION & ARCHIVING OF THE PARKLAND MANAGEMENT PLAN

Following finalisation of the draft report, the consultant shall produce one paper copy of the approved Parkland Management Plan, for each client alongside an electronic version in pdf format for each client and stakeholder and submit these to [XXXXX]

In addition, the consultant should allow for a digital copy to be lodged by them with the local Historic Environment Record (HER) and the Hestercombe Archive of Conservation Management Plans respectively.

The consultant must also add a record to Online Access to the Index of Archaeological Investigations (OASIS), using the online report form <http://oasis.ac.uk/form/>.

1. Timetable

[The Parkland Management Plan and Schedule of Work must be finalised and submitted to the Client and NE by XXXXX]. **DATES TO BE INSERTED BY GCLP in Consultation with clients/HE/NE.**

The Consultant shall provide a work programme identifying how they will meet the requirements of the brief. This should include:

- i. A timetable, such as a gantt chart, which demonstrates how they would deliver the work against the required timescale and indicates project milestones and any dependencies or limitations – such as timings for survey work
- ii. the time allocation for each stage of work

- iii. the time input and day rate by each (named) member of the Consultant team

2. Relevant Experience

The lead consultant shall be a Chartered Landscape Architect or demonstrate suitable & relevant experience of working to the required standard (for example a specialism within Membership level of CIFA). They should have substantial experience of developing parkland management plans, including in the context of agri-environment scheme delivery.

It is expected that all of the consultants or sub-contractors involved will have appropriate professional accreditation at a level commensurate with their role in the project - for example, membership of the Chartered Institute for Archaeologists, the Landscape Institute, or are conservation accredited by the RIBA, RICS or the AABC (Architects Accredited in Building Conservation Register) or be accredited Member of CIFA.

The tender response should include:

- i. the project team structure
- ii. a short profile/CV for each member of the team that will be working on the project, indicating their relevant experience in projects of this nature and their professional accreditation and their role and responsibilities
- iii. 3 examples of similar previous work undertaken in the last three years for public or private sector clients, including the names and contact details for these referees

3. Liability and Indemnity

The contractor shall have in place (or be willing to have in place) an appropriate level of Professional Indemnity Insurance of no less than £500,000; Public Liability Insurance of no less than £2 million and Employers Liability Insurance for this work and to provide Certificates of Insurance as confirmation of the level of cover and any exclusions.

4. Report requirements

Consultants shall ensure that:

- Draft and final versions of the Parkland Management Plan are clearly labelled with a full explanatory title, their status and date.
- All sections of all versions are adequately and sequentially numbered.
- All people and organisations involved in developing the plan are acknowledged.
- All relevant maps/estate plans and illustrations are fully cross-referenced to the text.
- A bibliography of all primary and secondary sources consulted must be included in

the appendices, even if the source proved unhelpful.

- Appendices are cross referenced to the text and include all relevant information, including the results of any field survey.
- The final Parkland Management Plan should be produced mainly in A4 format for ease of use. Where this is not possible, A3 format should be used.
- Maps, plans, illustrations and photographs must be full colour where original material is in colour or where colour is essential to preparation of new, illustrative material.
- Where possible, tracings or digital scans of historic maps/estate plan should be produced as overlays at the same scale as the modern Ordnance Survey base map.
- Any supporting photographic/digital copies of original maps or images must be reproduced clearly, to an appropriate resolution, along with their scale
- If GIS is used in the recording and presentation of historical and archaeological data, please note that NE uses ArcGIS.

5. Licensing and Consents

Consultants will be responsible for organizing and obtaining any licenses and consents that may be required for the work. These should be itemised in the tender and any impact on the timing of the project or its tasks acknowledged. Documents will need to be submitted to NE before works start on site.

6. Ownership

Given the high level of public investment in these reports, Contractors will need to agree to be bound by the following requirements:

“You agree to:

- a. grant to Natural England and Flitwick Town Council and Flitwick Manor Hotel/LGH Hotel Management, an irrevocable, perpetual and royalty-free licence to use, copy, keep and disseminate the Outputs as they see fit and to grant sub-licences of the same kind.
- b. obtain and maintain in force all authorisations of any kind required for you to use, copy, keep and disseminate the Outputs and to grant such licence to us.
- c. contract to the effect that any creation by you or on your behalf of material which forms Outputs is undertaken on terms that either the copyright in the material is assigned to you or that the copyright owner may not commercially exploit it.
- d. grant licences in respect of the Outputs under the Creative Commons model licence ‘Attribution Non-Commercial’ but not on other terms without our prior written consent.
- e. not otherwise exploit the Outputs commercially without our prior written consent from Natural England and Flitwick Town Council and Flitwick Manor

Hotel/LGH Hotel Management

f.

Please note that the quotation should include all expenses in the total overall cost as there will be no allowance for adding in these costs later.

7. Tender Returns & Clarifications

The contract will be between the consultant and their clients, Flitwick Town Council and Flitwick Manor Hotel and Tenders should be submitted in accordance with the timescales set out in their request for a quote.

Contractors with any queries during the tender period need to address these directly to their Client.

Annex 1: Pricing Schedule for Ampthill Park Parkland Management Plan

Costs supplied by: [To be completed by Contractor].....]

Date of Quotation: [To be completed by Contractor].....]

For the completion of	Sub-tasks	Cost exc. VAT £	Cost incl. VAT (if applicable) £
Induction Meeting (Lead Consultant)			
Task A: Evaluation	A1: Ownership, physical character and usage of the park		
	A2.1. Documentary research		
	A2.2 Field surveys:		
	i. Archaeological		
	ii. Built resource		
	iii. Semi-natural habitats		
	A2.3 Other surveys		
	i. Hydrology		
	ii. LiDAR (interpretation of existing survey only)		
	iii. <i>Geophysical not necessary</i>		
	iv. <i>Species surveys not necessary</i>	-	
	v. Access		
	vi. Veteran Trees		
	vii. Woodland		
	viii. Condition Assessment Built Structures		
	A3: Landscape design evaluation		
Task A Subtotal		£	£

Task B: Analysis	B1: Understanding the site & its vulnerabilities		
	B2: Significance		
	B3: Issues & Constraints		
	Task B Subtotal	£	£

For the completion of Sub-tasks	Cost exc. VAT £	Cost incl. VAT (if applicable) £
Task C: Approach to Future Management	£	£
Task D: Consultation & Finalisation of the Draft Report	£	£
Task E: Schedule of Works	£	£
Task F: Production & archiving of the agreed Parkland Management Plan	£	£

Overall Total

Signed

On Behalf of

Position:.....



FLITWICK TOWN COUNCIL

Report to Community Services Tuesday 1st June 2021: Youth Committee

Implications of recommendations

Corporate Strategy: In accordance with aim to develop the Council's potential.

Finance: Community Services

Equality: Increases inclusivity.

Environment: Takes forward policy objectives directly.

Background

A Youth Committee working group have been looking into how the young people of Flitwick can be engaged in joining Flitwick's Youth Committee.

The Community Services Manager has spent time looking into how Youth Committees are successfully run-in other areas of Central Bedfordshire.

The Community Services Manager has been in contact with two local Town Councils. Both Town Councils have long-standing Youth Forums and where able to offer guidance on successfully engaging with the young people, giving recommendations on how to secure funding and project ideas.

Introduction

The Youth Committee would consist of up to 14 young people aged 13-18 years.

The Youth Committee will meet approx. once a month, with additional informal meetings taking place as and when needed. The Committee members will set their own agendas, appoint a minute taker and chairperson for each meeting. A representative from Flitwick Town Council will be present at each formal meeting, to offer guidance and advice where needed.

The Youth Committee will be responsible for selecting its own projects, organising fund raising events, supporting FTC civic events, and controlling the Committee's budget. A member of the Youth Committee will be expected to regularly report back to The Community Services Committee, this may be in the way of a written report or in person.

All Youth Committee Members will be Flitwick residents. This will include young people who may only reside in Flitwick on a part time basis.

Once a Committee has been formed, the young people will be asked to design a Committee logo, suggest ways they can be identified at events (e.g., hoodies, hats) and how social media can be used to reach other young people.

Additional Matters

Flitwick Town Council would be working with 4YP to support the Youth Committee.

Maximum effort would be given to engage all young people within Flitwick, this would include (but is not limited to) young people attending the local upper school, young people being home schooled, living in hard-to-reach areas and living with additional needs.

Recommendations

1. To consider launching a Youth Committee in September for up to fourteen, 13-18-year-olds, with the aim of holding the first Youth Committee meeting at The Hub before October half term.

Susan Eldred
Community Services Manager

Public Realm Supervisor's Report – May 2021

Manor Park

Cattle fencing has been fully installed at the back two paddocks, including a new replacement kissing gate, and the original field gate and kissing gate at the bottom end has been reinstated. (See photos)

Summer Bedding

Geraniums are being planted this week.

Country Park

By the time of this meeting a ditch will have been dug to prevent fly-tipping and unauthorised parking on the park.

Parks and Open Spaces

We have started regular cuts of all our areas now, we have been a little held up by the weather recently.

Tractor Store and Seed Box

All the scrap wood and metal has now been cleared from the car park area and the bin has been repositioned.







Central Bedfordshire Council								
Leisure Strategy Chapter 3: Playing Pitch Strategy - Priority Projects List								
	Central Bedfordshire Wide							
	Town	Site	Sport	Current Status/Issues	Recommended Actions /Update	Partners	Impact/Benefits	S106 Contributions from respective parishes sought for Strategic or Local priorities
	3G Pitches (Football)							
	CB wide		Football 3G Pitches	The FA modelling identifies the need for 13 additional 3G pitches for football across CB based on FA ratio of 38 teams to 1 full size 3G pitch.	Provision of 3G pitches to address demand		Address demand for matches and training in areas with high team generation rates and poor access to 3G pitches	
	North Area (old Mid Beds area)							
	Town	Site	Sport	Current Status/Issues	Recommended Actions / Update	Partners	Impact/Benefits	S106 Contributions from respective parishes sought for Strategic or Local
	Football							
COMPLETE delivered 2018 via Amp/Flit GI & Outdoor sport	Amphill	Amphill Park Amphill Town FC	Football	FC seeking new pitch side barriers, entrance turnstiles.		ATFC	Improved pitch capacity/wear/safety.	Local: Project Cost £42,540. Ground safety works & pitch side barriers. Spartan South Midlands League support pitch side barriers for Step 6 Level clubs. S106 could be sought.
	Amphill	Amphill Park Amphill Town FC	Football	FC seeking pitch improvements. Resurface and install watering and drainage systems	Club to contact Football Stadia Improvement Fund (FSIF)	ATFC	Improved pitch capacity/wear.	Local: Project Cost £15,000. s106 could be sought.

COMPLETE delivered 2018 via Amp/Flit GI & Outdoor sport	Ampthill	Ampthill Park Ampthill Town FC	Football	FC seeking replacement of floodlight lamp-heads and bulbs to provide full coverage and reduce electricity consumption.	Club to contact Football Stadia Improvement Fund (FSIF)	ATFC	Improved pitch capacity/wear.	Local: Project Cost £40,900. s106 could be sought.
	Ampthill	Ampthill Park Ampthill Town FC	Football	FC seeking replacement Boundary Fencing	Club to contact Football Stadia Improvement Fund (FSIF)	ATFC	Improved pitch capacity/wear.	Local: costs to be confirmed.
	Ampthill	Ampthill Park Ampthill Town FC	Football	FC seeking grandstand improvements	Club to contact Football Stadia Improvement Fund (FSIF)	ATFC	Improved pitch capacity/wear.	Local: costs to be confirmed.
	Ampthill	Abbey Lane Ampthill Town FC	Football	FC seeking ground drainage and resurface; Car Parking Extension and re surfacing; New Storage to replace all old containers / remove all old containers; Building Extension / improvements	Club to contact Football Stadia Improvement Fund (FSIF)	ATFC	Improved pitch capacity/wear.	Local: costs to be confirmed.
	Arlesey	Arlesey Town F.C.	Football	Redesign of officials changing rooms to meet League minimum size requirements	Technical Project Manager to advise club re approach Football Stadia Imp Fund (FSIF)	ATFC	To meet League requirements. Possible provision of changing areas for female/junior officials.	Local: Lower priority
	Arlesey	Arlesey Town F.C.	Football	FC seeking 3G artificial pitch for match play and training	FC working with BFA & FF to secure 3G	ATFC/BFA	To provide training facilities and support club's financial position	
	Arlesey	Arlesey Town F.C.	Football	Improvement and expansion of current grass pitch to provide drainage additional playing area, changing facilities and floodlighting	Technical Project Manager to advise if club approach Football Stadia Improvement Fund (FSIF) for funding.	ATFC & ATYFC	Expand on current availability for Sunday football and youth football matches, along with ability for them to train during the week	Local: Project cost £36,000 per pitch s106 could be sought if PIP funding available.

	Barton-le-Clay	Luton Road Playing Fields Barton Rovers F.C.	Football	Club requires training 3G pitch and Step 4 stadia 3G. Beds FA identified project in Nov 2018. Exact provision was undecided due to uncertainty of potential Local Plan housing site HAS04, however this site has now been removed from the Plan.		BRFC/BFA		Local: Re-provision of 6 changing pavilion - £690,000. (FF funding of £394,178 awarded 2002. Sport England funding of £50,000 awarded 2009). New Artificial Training Pitch - £650,000. New Step 4 Stadia Artificial 3G Pitch - £950,000. x1 new grass pitch (91x55m) to support additional team growth/progression - £80,000.
COMPLETE	Biggleswade	Biggleswade Town FC	Football	Upgrade of existing small multi-sports area to 3G standard	SE grant application 2016.	BTFC	Improved playing surface to accommodate training needs	Local. COMPLETE - Grant successful.
KEY PRIORITY	Biggleswade	Kingsreach	Football	3x sports pitch sites to be provided by developer. Contribution towards changing facilities - to be provided separately.	Support provision of pitch sites by developer. Prioritise provision/funding of changing pavilion.	Dev	Mix of pitches sizes & a changing facility to serve Kingsreach & Bigg. Funding for changing facility required.	NA
KEY PRIORITY	Biggleswade	Biggleswade	Football 3G Pitch	FA Area Priority for 3G in A1 Corridor East Mid Beds area. Kingsreach.	Prioritise provision of 3G. Support development of scheme for 3G provision in Biggleswade	BFA/FA	Floodlit pitch/training facility to serve Bigg/Pott & wider A1 corridor of East Mid Beds	Strategic: in catchment of 3G - Bigg, Sandy, Pott, Northill, Old Warden, Broom, Langford
	Biggleswade	Fairfield Road SG18 0AA Biggleswade United FC	Football	Construction of new clubhouse & changing rooms. Increase changing rooms from 2 to 4 - provision for male & female c/rooms.	Seek project confirmation / justification with FF re funding.	BUFC	Club grown from 2 teams to 16 teams in 2yrs with further potential growth. Project enable growth and increase in female participants.	Local: Project cost £500,000. S106 can be sought toward changing rooms to serve outdoor pitches only when individual cost known. S106 cannot fund repair/maintenance works.

	Biggleswade	Fairfield Road SG18 0AA Biggleswade United FC	Football	Replacement floodlights. 30 years old with est 2yr life. Light emissions & running costs excessive, stanchions metal framework that is no longer FA standard.	Seek Football Stadia Improvement Fund (FSIF) funding. Beds FA Technical Project Manager to advise if club approach Football Stadia Improvement Fund (FSIF).	BUFC	Enable continuation of evening football/training for adult & youth teams, competing at current level.	Local: Project cost £60,000. S106 could be sought for new floodlights.
	Biggleswade	Langford Road SG18 9JT Biggleswade Town FC	Football	Refurbishment of changing rooms for Level 7 Adult team and all youth division (ages U6 - U15 (170 Children)) plus 3G users	FF: Establish demand/benefit and priority locally	BTFC, BTYFC & BFC	Club feels this would increase usage.	Local: Project cost £50,000.
	Biggleswade	Langford Road SG18 9JT Biggleswade Town FC	Football	To asphalt the road way leading in to the main site	FF: consider against other local priorities	BTFC, BTYFC & BFC	To improve the surface	Local: Project Cost £35,000.
	Biggleswade	Langford Road SG18 9JT Biggleswade Town FC	Football	Goal Posts - Mobile	FC to contact FF regarding funding for replacement of unsafe goalpost.	BTFC & BTYFC	Mobile goal posts for all age groups.	Local: Project cost £10,000. Not appropriate to s106 funding. Potential FF funding.
	Biggleswade	Langford Road SG18 9JT Biggleswade Town FC	Football	Irrigation system for all grass pitches and fixed floodlights on grass 11v11 pitch.	FC to contact FF for current information on irrigation costs.	BTFC, BTYFC & BFC	To provide effective irrigation of all grass pitches & winter training on grass pitch.	Local: Project est £60,000 (£20k for main pitch). S106 could be sought for irrigation of all pitches except youth training pitches. Fixed floodlights cost £50,000.
	Biggleswade	Langford Road SG18 9JT Biggleswade Town FC	Football	To turn front Adult/Senior, Juniors 11 v 11 pitch into a full size 3G pitch with floodlights plus changing rooms.		BTFC, BTYFC & BFC	To meet demand from growth and availability of training pitches area as current facility is fully booked.	Local: Estimated project cost £1million. No s106 to be sought as Kingsreach 3G project will cater for demand in this area.
	Biggleswade	Langford Road SG18 9JT Biggleswade Town FC	Football	A new football ground is required. If the land is secured the following infrastructure would be needed: new club house, changing rooms, car park etc.				Local: Est cost £900k. No S106 can be sought until a new ground is found and facility requirements are confirmed.

COMPLETE	Upper Caldecote	SG18 9BQ Caldecote FC	Football	Portable training lights for front pitches	Club and Beds County League re purchase of training lights.	CFC / BFA	Increase the usage of pitches during winter months and portable options for youth teams.	
	Upper Caldecote	SG18 9BQ Caldecote FC	Football / Cricket / Netball	Extension to changing rooms and showers in clubhouse	Club to consider Football Stadia Improvement Fund (FSIF) application.	CFC / BFA	Meet demand of fully functioning changing rooms with showers for match days when 2 games	Local: Project Cost £40,000. s106 can be sought.
	Clophill	New football pitches	Football	Currently no space or land available for full size pitches in Clophill. PC identifies potential land at rear of school as a possibility following post Gallagher's development. No fund's allocated for pitch provision.				Cost for land, install and plan for management to be determined.
	Clophill	New 3G pitch	Football 3G pitch	3G pitch provision sought locally. No location options at present, PC identifies possibly land R/O school subject to its becoming available following Lakes Development. PC identifies potential concerns regard upkeep and wish to avoid underutilised facility.				Cost for land, install and plan for management to be determined.
COMPLETE Spring 2021	Cranfield	NA	Football 3G Pitch	FA Priority for 3G in Cranfield area. New sports ground: floodlit 3G, new pavilion with changing facilities and parking on land adj Mill Road housing devt. See below.	Prioritise provision of 3G in Cranfield area to serve clubs in catchment.	BFA/FA	Floodlit pitch/training facility to serve Cranf and surrounding area	Strategic: New 3G being provided on new Mill Rd sports ground above.

COMPLETE Spring 2021	Cranfield	LRO Crawley Rd	Football	1x football pitch & changing pavilion to be provided by the developer.	Prioritise adoption and future management arrangements for pitch and changing pavilion.	Dev	S106 secured from developer for Beds FA/Cranfield PC to deliver new sports ground. FF funding sought towards construction of new sports ground. To replace grass pitch with floodlit 3G pitch, changing rooms/education space for BFA soccer academy, footpath/bridge link to senior FC pitch and parking.	
	Cranfield	Crawley Road. Cranfield FC (adult club)	Football	Upgrade of clubhouse: social/bar area, c/rooms & Refs room. Excluding painting, pointing of brickwork and other maintenance works as not applicable to s106. Addition of children's play area. New floodlights.		CUFC, CCFC	CUFC feels updated club would attract new clientele.	Local: Project cost £30,000. Upgrade of pavilion, changing facilities. Play areas already in village, not applicable to outdoor sport list. New floodlighting required. £28,878 (+VAT). S106 application received April 2021.
COMPLETE - Colts will be key partner in new 3G/sports gd LRO Crawley Rd	Cranfield	NA	Football	Cranfield Colts: no home ground/base. Continuing club growth.	Seek home base as result of housing growth/site in Cranfield	CCFC/BFA	Home base & training facilities to accommodate ongoing club growth	Local: Club involved in development of LRO Crawley Rd project above, to support club in having a base and facilities.
	Fairfield	NA	Football	Fairfield PC project to create recreation ground adj to Fairfield. Existing facilities are insufficient to address demand.	Assist FTC with project re CBC land & securing S106 from applicable development when project confirmed.	CBC Assets/FPC	Additional pitch provision to address further growth	Local: Fairfield if project confirmed
	Flitton & Greenfield	Land opposite Greenfield Lower School	Football	F&GPC: To create new grass surface football pitch and running track adj to Greenfield Lower Sch. Existing facilities are insufficient to address demand.	Assist with project re CBC land & securing S106 from applicable development when project confirmed.		Additional pitch provision to address further growth	Local: Project Cost £50,000. New grass surface football pitch and running track.

	Flitton & Greenfield	Greenfield Road Recreation Ground	Football	F&GPC: New changing room/toilet facilities at Greenfield Playing Field to serve the football pitch outdoor gym equipment and MUGA	Support club via s106 from applicable development.		New facilities	Local: Project Cost £65,000. Greenfield Road Recreation Ground - New changing room/toilet facilities at the Playing Field/MUGA for users for the football pitches, outdoor gym equipment and MUGA.
	Flitwick	Flitwick Football Centre	Football	(Opened 2014). FC identify need for 3G pitch, demand in the area supported by FA.	New full sized 11v11 3G pitch.	CBC/FEFC	Provision of pitch & training all-year-round for wider Ampthill & Flitwick area	Strategic: Project cost £840,000
	Harlington	New Grounds LU5 6LR Harlington Juniors FC.	Football, Cricket, Running	New pavilion & improved parking. Planning permission for new pavilion. Pavilion project begun 2016. £35k raised (cash & pledges), Sport England applic for £75k - unsuccessful SE oversubscribed. Additional fund raising would have been carried out if successful.	Confirm project viability and external funding. Query low cost of pavilion. Confirm project viability and external funding. FF to meet club to find out more information re: planning permission and outcomes.	HPLT, HJFC & CCs	Increased membership for football and cricket. Meeting, changing and kitchen space providing facilities for young girls for the football team and players for a new youth cricket team.	Local: Project cost £120,000 (ex VAT). FA/FF query justification for new pavilion. No s106 can be sought until costs and external funding confirmed.
	Henlow	RAF Henlow	Football 3G Pitch	HPC seeking floodlights for 3G pitches on RAF Henlow camp			Improved facilities - if available for community use only.	Strategic: Estimated project cost £30,000 floodlights for pitches.
	Henlow	RAF Henlow	Football 3G Pitch	HPC seeking to purchase FC as Asset of Community Value	Confirm project viability and external funding.		Improved facilities - if available for community use only.	HPC wishes to purchase FC as Asset of Community Value. PC to provide details.
No longer relevant, site identified for housing. To be confirmed by Local Plan inquiry.	Henlow	Caterpillar Landing - RAF Henlow	Football	HPC seeking to secure land for community use and provide changing facilities and parking	Support club via s106 from applicable development.		Improved facilities - if available for community use only.	Local: Project cost £100,000. Provide changing facilities and car parking. To be sought when status of the land for use as a new recreation ground or development site for housing is confirmed

COMPLETE	Henlow	Langford Road SG16 6AG Langford FC	Football	FC identify need for new floodlights	Inspired Facilities Grant sought.	LFC	Extended training time/space if lights provided	
	Henlow	Langford Road SG16 6AG Langford FC	Football	FC identify need for additional pitch space	FA: participation not currently sufficient for additional pitches, unless site becomes available.	LFC	FC: Additional pitch provision to increase participation	Local: Henlow: No s106 can be sought until project and costs identified.
	Henlow	Langford Road SG16 6AG Langford FC	Football	Grass training / 9 aside pitch. Rabbit proof fencing / spectator fencing around the pitch area & goalposts / nets etc.	Query timescale and urgency of need for facilities - s106 could be sought but if secured will not be available for approx. 2 yrs. Possible IOG grant scheme for rabbit proof fencing. Club to contact FA.	LFC & LYFC	Enable junior football boys & girls via local youth football clubs. Organise and host school holiday soccer camps, offering coaching by qualified staff. All year as area is floodlit and marked out.	Local: Project cost £3,870. Not applicable to s106 due to short timescale. S106 sought if approved will take approx. 2 years to be received.
	Henlow	Langford Road SG16 6AG Langford FC	Football	Double glazed windows for team and officials dressing rooms.	Query timescale and urgency for facilities - s106 could be sought but if secured will not be available for approx. 2 yrs from securing. Query: combine projects to form comprehensive project. Club to investigate with Football Stadia Improvement Fund (FSIF) re: site safety.	LFC & LYFC	Improvement to pavilion.	Local: Project cost £2,966. Not applicable to s106 due to timescale. S106 sought if secured will take approx. 2 years to be received. Football Stadia Improvement Fund (FSIF) funding potential.
	Henlow	Langford Road SG16 6AG Langford FC	Football	Refurbish north wall of the clubhouse. Planning permission in place.	Club to investigate with Football Stadia Improvement Fund (FSIF) re: site safety. Query: combine projects to form comprehensive project.	LFC	Energy savings.	Local: Project cost £48,000. Potential to combine with project above for complete refurbishment. S106 could be sought for refurbishment.
	Henlow	Langford Road SG16 6AG Langford FC	Football	Replace spectator fencing round main grass pitch.	Club to investigate with Football Stadia Improvement Fund (FSIF) for options available. Query: combine projects to form comprehensive project. Club to investigate with Football Stadia Improvement Fund (FSIF) re: site safety.	LFC	New fencing will ensure the continued safety of spectators, players, and officials.	Local: Project cost £31,500. S106 could be sought for this depending on timescale. Approx. 2 yr wait period for s106 monies.
	Henlow	Langford Road SG16 6AG Langford FC	Football	Turnstile and enclosure canopy type entrance point from the car park to the ground.	Query timescale / urgency for facilities - s106 could be sought but if secured will not be available for approx. 2 yrs. Investigate with Football Stadia Improvement Fund (FSIF) for options available.	LFC	Improve first impressions of the ground, provide secure environment for the gateman and the clubs takings.	Local: Project cost £7,670. S106 could be sought for this depending on timescale. Approx. 2 yr wait period for s106 monies.

	Henlow	Langford Road SG16 6AG Langford FC	Football	Permanent see-through dugouts for pitch side	Query timescale / urgency for facilities - s106 could be sought but if secured will not be available for approx. 2 yrs. Investigate with Football Stadia Improvement Fund (FSIF) for options available.	LFC	Improve the pitchside view from seated stand and standing area. Currently portion of pitch is blocked to seated spectators.	Local: Project cost £6,000.00. S106 could be sought for this depending on timescale. Approx. 2 yr wait period for s106 monies.
	Potton	Biggleswade Road, Potton SG19 2LX - The Hollow Potton Utd	Football	FC identify need to extend existing clubhouse by 70 sq. m. to provide accommodation for match officials, new laundry room & kit storage area, club manager's office & injury/fitness check room.	Club to investigate Football Stadia Improvement Fund (FSIF) grant options.	PFS	FC: enable club to attract more local young people.	Local: Project cost £85,000. S106 can be sought for this project.
	Potton	Biggleswade Road, Potton SG19 2LX - The Hollow Potton Utd & Potton Colts	Football	Potton Colts FC to join Potton United FC at The Hollow. Identify need for multi-use artificial pitch for training and to serve community football use. Also need to improve entrance to The Hollow and the track.	Support provision of pitch via developer contributions from relevant developments in Potton.	PFS/PCFC	FC: enable club to attract more local young people.	Local: Potton. Project cost multi sports pitch identified as £200,000. Improvements to driveway & car park (shared with cricket club) at The Hollow £40,000
	Sandy	SG19 1QY Sandy Colts FC	Football	SCFC identify need for additional pitches not on Sunderland Road Rec.	Club to explore with Sandy Upper school availability of their facilities	Sandy Colts/ Sandy Upper Sch.	Additional pitch space.	Local: Project cost Unknown. Potential for s106 contributions to be sought for new ground/pitches, however, site to be identified and purchase/acquisition deliverable. No s106 can be sought until project and costs identified.

	Sheffield	Sheffield Sports and Community Association SG17 5JD	Provision of pitch perimeter fencing.	Provision of covered spectator area 50No. seating and 50no standing, by way of 2no seprate stands,	1st adult team could progress to South Mids Div. 1 (Step 6). Ensure sustainability of existing facility & enable it to meet social needs of community. Sheffield Saints continous growth, football for 400+ children. Allow older age groups to participate in higher leagues (Easter Junior Alliance) midweek, aiding retention of players (progress to adult teams).			Local and catchment - Sheffield, Campton, Clifton: Project cost £30,000 est.
	Sheffield	Sheffield Sports and Community Association SG17 5JD	Football	Provision of floodlighting as part of programme of works to meet the ground grading Cat G requirements	as above			Local and catchment - Sheffield, Campton, Clifton: Project cost £50,000 est.
	Sheffield	Sheffield Sports and Community Association SG17 5JD	Football	Provision of perimeter fencing	as above			Local and catchment - Sheffield, Campton, Clifton: Project cost £25,000 est.
	Sheffield	STMA	Football 3G Pitch	STMA identify need for 3G surface pitch. Junior or senior size pitch still to be decided.	as above		Beds FA confirm Not a priority area for 3G provision	Strategic: Project cost £350-550,000 depending on size. New 3G pitch. Not strategic priority.
	Stondon	New five a side football/rugby sevens pitch. Pollards Way	Football / Rugby	PC identifies potential to add a 5 a side or rugby 7's at Pollards Way Rec Gnd. Requires upgrade to existing drainage of open space including levelling and installing 5 a-side goal posts.	PC to develop proposal			Local: Cost £75k.
KEY PRIORITY	Woburn area	NA	Football 3G Pitch	FA priority for 3G in Woburn area. Woburn & Wavendon FC growth and demand for additional facilities.	Prioritise provision of 60x40 3G in area.	WWLFC/BFA /FA	Floodlit pitch/training facility to serve Woburn & Wavendon FC and surrounding area.	Strategic: in catchment of 3G - Woburn and surrounding villages - Salcote, Hulford, Lidlinton, Ridgmont, Brogborough. Fulbrook Academy 3G should support some demand from W&W Lions FC although academy community access not confirmed.

	Woburn	MK17 9QD - Woburn & Wavendon FC	Football	Tractor and storage container	Upon 2nd Pitch Improvement Programme (PIP) visit, consider grounds maintenance equipment when receive written report.	WWL FC/ Village Hall/ Bedford Estates		Local: Project cost £12,000 - query cost of container only. S106 can be sought for the storage container only.
	Heath and Reach	LU7 0AA	Football	Toilets and changing facilities. Grass pitch improvements with 9-a-Side floodlit 3G.	Wider feasibility required to determine issues/potential.	WWLFC/ H&RPC / BFA	Increased participation incl. girls football	Local: Estimated project cost £100,000. Potential to seek s106 depending on confirmation of need / facilities to be provided. S106 for football facilities only.
Bowls (Outdoor)								
	Amphill	Amphill BC	Bowls (outdoor)	Extend clubhouse, improve drainage, provide insulation and upgrade electrical supply	Support via S106 from applicable development.	BE/ATC	Improved facilities	Local: Cost £400,500. S106 can be sought for this proejct.
	Biggleswade	Biggleswade St Andrews BC	Bowls (outdoor)	Quality improvements required to pitch and clubhouse	Assess demand for improvement and support via S106 from applicable development.	SABC/BTC	Improved facilities	Local: Biggleswade. No s106 can be sought until project and costs identified.
	Henlow	Henlow Park BC	Bowls (outdoor)	New club house required	Assess demand for improvement and support via S106 from applicable development.		New facilities	Local: Requirement identified by Henlow Bowls Club: New club house £240-630,000 TBC Identified by Henlow PC: New club house £70,000 TBC
	Maulden	Maulden BC	Bowls (outdoor)	Extension of Kitchen and food preparation area	Assess demand for improvement and support via S106 from applicable development.		Improved facilities	Local: Cost £28,890

	Potton	Potton BC	Bowls (outdoor)	Quality improvements required to clubhouse short term. Longer term a replacement club house is needed.	Assess demand for improvement and support via S106 from applicable development.		Improved facilities	Local: Refurbishment of existing clubhouse. Cost £85k. New clubhouse required in next 3-4 years (by 2023). To include new ladies changing room, new flooring in the toilets, new surfacing for the car park. The club will fund £4,000. Total Cost £320k.
Tennis								
	Amphill	Amphill Great Park	Tennis	Tennis court floodlighting	Assist club if applicable to secured S106 from applicable development.	BLTA/ATC	Improved facilities to enable extended playing time.	Local: Amphill. Cost £31,714.
	Barton-le-Clay	Arnold Rec Gnd	Tennis	The Tennis Club have identified the need for additional accessible courts.	Assist club if applicable to secured S106 from applicable development.			Local: Costs tbc.
	Clophill	New Tennis Facilities	Tennis	PC identify: New tennis court provision adj to Village Hall.				Local: Clophill. Cost £60k
	Eversholt	Eversholt Tennis Club	Tennis	TC identify: Flood lights need repair in near future	Repair and maintenance of facilities is out of scope of s106. Replacement lights would be applicable.	ETC		Local: Eversholt. No s106 can be sought for maintenance and repairs. If replacement floodlights identified with costs, s106 can be sought.
	Flitwick/Amphill	Amphill - Redbourne School	Tennis	BLTA: No community use of school tennis courts. Aspiration to upgrade courts to accommodate community use.	Assist if applicable community use project is identified via S106 from applicable development.	BLTA/RS	Improved outdoor facilities available for community use.	Local: Amphill. No s106 can be sought until project and costs identified.

Project suspended	Flitwick/ Amphill	Flitwick & Amphill Tennis Club	Tennis	TC aspirations to relocate club to land off Maulden Rd, & create both indoor centre & outdoor courts to accommodate & encourage growth in membership.	Assist club if applicable to secured S106 from applicable development.	BLTA/FATC	Improved outdoor facilities, addition of indoor courts facilitating all year round use.	Local: Flitwick/Amphill. New tennis facility anticipated to cost circa £5-6m with additional S106 required. No s106 can be sought until site, costs and community use confirmed.
	Flitwick/ Amphill	Flitwick & Amphill Tennis Club	Tennis	Provision of Seasonal Air Dome for 2 of the current tennis courts. Resurfacing of 1 court, and floodlighting for 2 courts.	Assist club to secured S106 from applicable development.	BLTA/FATC	Improved outdoor facilities, addition of covered courts facilitating all year round use.	Local: Flitwick/Amphill. Cost £320,998.
	Gravenhurst	Gravenhurst Rec Gnd	Tennis	PC identify: Improvements to tennis court provision at the Rec Gnd.				Local: Gravenhurst. Tennis Court Improvements at Gravenhurst Rec Gnd - Total £10,000. • Appropriate line marking, surface maintenance and installation of entry system £5k. • Installation of floodlighting est.£2,500 • CCTV £2,500.
	Langford	Langford Tennis Club	Tennis	BLTA: 2 courts. Limited facilities. Participation increasing with good coaching programme. Improvements required.	Assess demand for improvement and support via S106 from applicable development.	BLTA/LTC	Improved facilities	Local: Langford. No s106 can be sought until project and costs identified.
	Meppershall	Meppershall playing fields	Tennis	PC Identify: New tennis court area on playing fields behind village hall Meppershall.				Local: Meppershall. Cost £65k
	Potton	Potton Tennis Club	Tennis	Existing courts at The Hollow to be removed. New courts planned for Mill Road.			New facilities	Local: Potton. New tennis court provision. Cost £tbc.
	Stondon	New Tennis Facilities	Tennis	TC aspirations to provide suitable open access tennis court facilities				Local: Stondon. New tennis court provision - location to be determined. Cost £50k.

	Westoning	Westoning Tennis Club	Tennis	Quality improvements required.	Assess demand for improvement and support via S106 from applicable development.	BLTA/WTC	Improved facilities	Local: Westoning. No s106 can be sought until project and costs identified.
Athletics								
COMPLETE Delivered 2017	Sandy	Biggleswade Athletics Club (Sandy Track)	Athletics	Quality improvements required urgently - resurfacing of track, long triple jumps, pole vault floodlighting. Security of tenure for Athletics Club to be finalised.	Joint funding bid to Inspired Facilities for Athletics Track works and Sandy Sports Centre Changing Rooms refurbishment Jan 2016 - unsuccessful. CBC to deliver revised project to resurface athletics track.	CBC/TB&L/E A/AC	Only athletics track in area - to be retained to sustain & develop athletics participation.	Funded by CBC capital.
	Sandy	Sandy Sports Centre (changing for Track)	Athletics/Gym	Refurbishment of changing facilities to serve both sports centre and athletics track users. Completion of community use agreement with Sandy Upper School.	As above - Joint funding bid to Inspired Facilities for Athletics Track works and Sandy Sports Centre Changing Rooms refurbishment Jan 2016 unsuccessful.	CBC/TB&L/S US/EA/AC		NA
Netball								
	Ampthill/Flitwick	Redborne Upper Sch	Netball	Replacement sport courts/MUGA including resurfacing/markings, movement of fencing, enhanced lighting and introducing an improved drainage system.	Assist club if applicable to secured S106 from applicable development.	RUS/NE	Improved facilities	Local: Community use agreement required. £250,000.
	Shefford	Sam Whitbread Academy	Netball	Club/school identify new outdoor courts require floodlighting to facilitate use by school and netball club	Support discussions with club/school to address need. Establish limitations of PFI.	SWA/NE	Support Netball England aims to achieve access for clubs to both indoor facilities & floodlit outdoor courts	S106 can only be sought if community use of school facilities is secured in Comm Use Agreement (CUA).
	Shefford	STMA	Netball	STMA identify need for new netball provision				Local: Shefford. Details and costs tbc

Cricket

Phase 1 funded via Amp/Flit s106. SCOREBOX COMPLETE. Enabling work for phase 2 still to commence.	Ampthill	Ampthill CC	Cricket	CC: Pavilion needs major upgrade. Phase 1: Single storey side extension to existing scoreboard & machinery store & enabling works for upgrade to pavilion (including sewerage system replacement).	Club to identify funding/grants available		New facilities	Local: Ampthill. Phase 1: Single storey side extension to existing scoreboard & machinery store & enabling works for upgrade to pavilion. Project cost £92,132. Scorebox completed Sept 18.
	Ampthill	Ampthill CC	Cricket	Phase 2: Upgrade to existing pavilion to include new disabled access, additional changing room for female/disabled players. Increased social area and new catering facilities.				Local: Ampthill. Phase 2: Upgrade to pavilion. Project cost £307,500.
	Aspley Guise	Aspley Guise CC	Cricket	CC: need for new pavilion	Club to identify funding/grants available		New facilities	Local: Aspley area. New pavilion to be built by 2021. Costs not identified. No s106 can be sought until costs identified. No progress Nov18 - in discussions with landowners.
	Biggleswade	Biggleswade CC	Cricket	CC: need to replace pavilion, new practice cricket nets (potentially to be funded 2021), artificial wicket, Priority: electronic score box and store	If appropriate support club via s106 from applicable development. BCB: Need evidenced by condition and size of current pavilion and lack of appropriate nets. Funding being pursued. Time scales dependent on funding.	TC/BCB	Improved facilities	Local: Biggleswade. Cost Electronic score box and store £40k, Artificial wicket £10k, Pavilion £300k. (Practice Nets £40k potentially being funded 2021).
	Blunham	Blunham CC	Cricket	CC: plans for 2nd ground. Part of Blunham Playing Fields Association plans for development of field.				Local: Blunham. £60-75,000 land purchase. £100,000 site development. S106 secured pre CIL available for this project.

	Caldecote	Caldecote CC	Cricket & Football	FC/CC: need for changing room extension & showers, water pipe for cricket wicket irrigation, (children's play area). (MUGA resurfaced 2018)	Support club via s106 from applicable development.	TC/BCB	Improved facilities	Local: Project cost £40k.
	Clifton	Clifton CC	Cricket	CC: Club needs improvements	Support club via s106 from applicable development.		Improved facilities	Local: Clifton. No s106 can be sought until more details and cost.
	Eversholt	Eversholt CC	Cricket	CC: need to build new pavilion & improve pitch drainage	Support club via s106 from applicable development. BCB: Need evidenced by condition and age of current pavilion and poor drainage of ground. Negotiations ongoing with parish Council. Timescales dependent on Parish Council consent and funding.	ECC/TC/BCB	Improved facilities	Local: Eversholt. Pitch drainage £50-70k - IOG pitch advisor to check and verify requirements. Pavilion est £300k plus storage and potential relocation of outdoor net and storage facility. Tenure of site unclear - Woburn Estate. CC advised to check tenure. S106 could be sought for projects if tenure of 25+ years confirmed.
KEY PRIORITY - Phase 2 funded 2018 by Amp/Flit GI & s106. Phases 1 & 2 COMPLTE	Flitwick	Flitwick CC	Cricket	CC is at capacity and requires additional pitch space and pavilion to meet demand. Agreement to purchase land adj. club exists.	BCB: priority to support CC to secure land adj club & develop new/extended facilities. Need evidenced by demand and site capacity. Funding - in principle Sport Eng £65k grant for drainage of new site. Funding required for development of new site/ creation or extension of existing supporting facilities.	FCC/ ECB/BCB	Increased pitch space & changing/social facilities. Development for 7 adult sides, colts and youth teams at all levels, providing opportunities for approx 200 colts. Sport England in principle for £65k for drainage.	Local: Flitwick and area. Phase 1: Funding secured - ECB loan and private loan - for purchase of land Aug 2017. Phase 2: Project cost £254,364. Sport England grant already secured for £65k. Ground levelling of the outfield, installation of drainage system and building of cricket square. Second pitch works started Nov 18. Expected to be playable 2020 season. Phase 2 COMPLETE

KEY PRIORITY - Phase 3 Ongoing	Flitwick	Flitwick CC	Cricket	CC requires new pavilion to meet demand.	Redevelopment of clubhouse to accommodate additional changing rooms, and car par extension.	FCC/ECB	Improved facilities	Phase 3: redevelopment of clubhouse. Demolition of existing clubhouse and construction of new. Delivery est 2022 season. Project cost estimate £328,667k
	Harlington	Harlington CC	Cricket	CC: need to build new pavilion	Support club via s106 from applicable development. Beds CB: Need evidenced owing to lack of appropriate pavilion and changing facilities. Bid submitted to Sport England Inspired Facilities. Timescales dependent on successful application.	PC/HCC/BCB	Improved facilities	New pavilion project. CC considering partnership with Football groundshare partner. Est £200k+
COMPLETE	Henlow	Henlow CC	Cricket	CC replacement pavilion required		TC/BCB	Improved facilities	Completed as part of a club development.
COMPLETE	Ickwell	Ickwell CC	Cricket	CC: upgrade and refurbish pavilion		TC/BCB	Improved facilities	Sport England Inspired facilities application approved. Surveys commenced. Completion by start of 2017 season.

	Lidlington	Lidlington CC	Cricket	CC: need for improved storage, scoreboard facilities, roll on cricket covers, grounds maintenance equipment, 2 lane netting area, MUGA for club training & other community groups, top soil for outfield.	Club to identify funding/grants available		Improved facilities	Local: Lidlington. Large container required by 2018, rope/scorebox /sightscreen by 2018/19. No s106 can be sought due to short timescale. 2 lane fixed netting area £20,000. MUGA for club training and community use - no cost provided. Scorebox & storage facility - no cost provided. Roll on Cricket covers £3-4k. Ground maintenance equipment - no cost provided. Top soil for outfield £15,000. S106 cannot be sought for facilities required on short timescale. S106 sought if secured will take approx. 2 years to be received. S106 only sought on costed facilities.
	Potton	Potton CC	Cricket	CC: upgrade of facilities - replacement net area, water & electric supply. Separate facilities for females and U16 players in adult cricket. Improve entrance to The Hollow and the track.				Local: Potton. Project costs - partice nets £30,000, electronic scoreboard £10,000, improvements to driveway & car park (shared with football club) at The Hollow £40,000
	Sandy	Sandy CC	Cricket	CC: nothing identified Sept 18	BCB: Need evidenced as part of wider club development. Failed bid to Sport England Inspired Facilities. Funding being pursued. Time scales dependent on funding	SCC/TC/BCB	Improved facilities and capacity to address demand.	
COMPLETE Delivered 2017	Shefford	STMA	Cricket	New changing facilities and cricket ground improvements required to improve quality and enable increased usage.	Support delivery of new c/rooms and cricket pitch improvements	STC/STMA/E CB/BCB	Improve quality of cricket pitch and changing facilities to increase usage, incl. school use	

	Shefford	STMA	Cricket	STMA: Phase 2 works. Improvements to facilities.		STC/STMA/E CB/BCB	Improve facilities	Local: Shefford. Project cost £5,900. Installation of 2x 3.6x6m double lane cricket nets and related safety surfaces. Project confirmation required.
Rugby								
	Ampthill	Ampthill RUFC	Rugby	Overall site capacity: under supply of -7.5 pitch/es to meet demand. Overall pitch deficit/surplus: -3.75 pitch/es. Increase pitch capacity. Increase and improve changing facilities, esp for new pitches distant from clubhouse. Floodlit provision for midweek.	Support club plans for expansion/improvements. Club considering new site	RFU/ARUFC	Increase & improve facilities to address club growth & development, and housing growth within catchment	Strategic: Floodlighting for pitch 1 £84,299. External lift to bar and dining facilities in clubhouse £33,342. Clubhouse changing rooms, showers and toilets for female players £90,600. x2 additional pitches £120,000. S106 from dev in catchment area.
	Biggleswade	Biggleswade RUFC	Rugby	Overall site capacity: +6.00 pitch/es to meet demand. Overall pitch deficit/surplus: +3.00 pitches. Large site with scope/capacity. Quality improvements to clubhouse required.	Support club plans for improvements.	RFU/BRUFC	Improve facilities to address club growth & housing growth within catchment	Strategic: Project cost £60,000. Clubhouse improvement. S106 from dev in catchment - Biggleswade, Potton, Sandy, Bigg, Northill, Old Warden, Broom, Langford
	Biggleswade Area	Biggleswade RUFC / FC	Rugby/ Football	RFU/FA: potential for joint football and rugby site should site becomes available.	Assess demand for, and potential sites to deliver joint football/rugby site.	RFU/FA/BRU FC/LFC	Increase & improve facilities to address club growth & housing growth within catchment	Strategic: in catchment - Biggleswade, Potton, Sandy, Bigg, Northill, Old Warden, Broom, Langford. No s106 can be sought until project and costs identified.
Hockey								

	Sandy	Sandy Sport Centre Sandy & Shefford Hockey Club	Hockey	EH priority to retain Sandy Sports Centre pitch as sand based for hockey. New hockey carpet to be laid 2021/22. Quality improvements needed to pavilion (Sandy TC). Potential joint use of football pavilion	Assess potential for joint use of football pavilion for hockey users.	CBC/EH/HC/STC	Only sand based hockey facility in area be retained to sustain hockey. Joint use of good quality pavilion facilities to sustain/increase hockey participation.	Strategic: in catchment - Sandy, Biggleswade, Northill, Old Warden, Broom, Langford.
	Dunstable & Houghton Regis							
	Town	Site	Sport	Current Status/Issues	Recommended Actions / Update	Partners	Impact/Benefits	S106 Contributions from respective parishes sought for Strategic or Local priorities
	Football							
School Closed	Dunstable	Ashton School, Dunstable	Football	Closure of school (2016) and loss of AGP pitch.	Re-provision of pitch space or a contribution from development toward priority pitch improvements in Dunstable i.e. creation of 3G pitch, installation of irrigation system at Creasey Park.	CBC/DTC/BF A/FA	Loss of community access to pitches would exacerbated existing shortage in Dunstable. Provision of replacement 3G pitch would address lost usage.	S106 contribution secured for reprovion.
KEY PRIORITY - Ongoing	Dunstable	Brewers Hill School, Dunstable	Football	School closed Aug 2016 - potential loss of education/community use pitches. Pitches to remain under Education ownership, available for all day community use, managed by DTC as Creasey Park Football Centre until new school/academy known.	FA/SE priority: retention/continued community use of school pitches following school closure. Improvements required to pitches to sustain additional use.	CBC/DTC/BF A/FA	Loss of community access to pitches would exacerbated existing shortage in Dunstable. Retention for full time community use will help local supply.	Jan 2021 - construction of second 3G at Creasey Park complete. School pitches retained for community use.

KEY PRIORITY	Dunstable	Brewers Hill School, Dunstable	Football	Improvements to existing grass pitches to sustain additional usage - improved drainage, irrigation to all grass pitches & remediation of playing surfaces / growing substrate.		CBC/DTC/BFA/FA	Loss of community access to pitches would exacerbate existing shortage in Dunstable. Retention for full time community use will help local supply.	Local: Dunstable. s106 could be sought for pitch improvements as CUA agreement is in place. Aug 2020 - BH School being demolished. Ongoing community use of school football pitches continues, facilities managed by Creasey Park management.
	Dunstable	Dunstable Leisure Centre AGP	Football AGP	Planned loss of AGP adj DLC to development.	Re-provision of new football 3G at Creasey Park to serve Dunstable area.	CBC/DTC/BFA/FA	Loss of AGP will exacerbate shortage of grass pitches in Dunstable area. Provision (below) would address high current demand & FA's increased ratio of clubs to artificial pitch provision	Jan 2021 new 3G at Creasey Park complete.
COMPLETE	Dunstable	Creasey Park Football Centre	Football 3G	High & increasing demand for pitches in Dunstable resulting in high usage of CP pitches.	Address demand via creation of additional 3G AGP.	CBC/DTC/BFA/FA	Existing demand and growth increasing demand for pitch & training facilities at Creasey Park. Provision of a new 3G at Creasey Pk would also help to mitigate loss of DLC AGP (above).	Strategic: in catchment - Dunstable. Project cost for 3G up to £750,000.
COMPLETE								
Delivery timescale to be confirmed	Dunstable	Creasey Park Football Centre	Football	Lack of appropriate irrigation system for stadia and other grass pitches.	Fixed and portable irrigation systems are required to water stadia and other pitches.	CBC/DTC/BFA/FA	Installation of irrigation system will improve pitch maintenance and better enable pitches to meet usage demands.	Strategic: in catchment - Dunstable. Project cost Irrigation £80,000. Funding for irrigation secured.
	Houghton Regis	Windsor Drive Houghton Athletic FC	Football	FC seeking improvements to provide football facilities at Windsor Drive.	Explore with HRTC and funding potential	HRTC/HAFC/ BFA		Local: HR. No s106 can be sought until project and costs identified.

	Houghton Regis	Tithe Farm Rec Gnd	Football	Tithe Farm rec changing facilities – upgrade and extension or provision of new, including 3G pitch provision	CBC partnership with Beds FA & HRTC to develop Football Foundation application	HRTC/BFA	To serve existing demand for playing and training in HR.	Local: HR. Project cost est. £2m
	Toddington	The Glebe, off Dunstable Road LU5 6FE Toddington Rovers FC	Football	Additional grass pitches required to provide base for TRFC	FA: priority to address increasing demand & housing growth in catchment	BFA/FA	Club base & pitch space to accommodate club growth	Local: Toddington. No s106 can be sought until project and costs identified.
	Toddington	The Glebe, off Dunstable Road, Toddington LU5 6FE Toddington Rovers FC	Football - Youth	Drainage to half 'uncapped' ground. Relocate youth football from The Glebe to Crowbush Farm & create U16-adult & training area (4G) at Glebe. Changing facilities, showers and bar required.	Discussions with PC re long term plan. Phase 1. upgrade facility at The Rec for U16-adults. Ph2.move youth football from Glebe to Crowbush & provide WC. Ph3. resolve drainage on whole The Glebe for U16-Adult football. Moving U16-Adult from The Rec opens up the park for other recreational uses for whole village, not just football.	TRFC/TPC /CC	Attract and grow girls/ladies team. 4 teams playing outside village could play in village. At Crowbush - create academy for all ages to feed into adults teams. U16-Adults playing at The Glebe with pavilion and social as club base.	Local: Toddington. Project cost not identified. No s106 can be sought until project and costs identified.
Cricket								
COMPLETE	Dunstable	Dunstable Cricket Club	Cricket	Quality improvements to pitch & pavilion		DTC/DCC/ECB/BCB	Improved facilities	

	Dunstable	Dunstable CC	Cricket	CC seeking 2 bays of outdoor practice nets, tractor, auto roller, artificial pitch re-furb, indoor nets surface relayed, 2 additional outdoor practice net bays (new location TBD), artificial pitch new installation	Support club via s106 from applicable development. BCB: Evidence of need required due to lack of cricket facilities in HR. HRN developments secured sports pitches - requirement to include cricket facilities to be investigated.	HRTC/ECB/B CB	Improved facilities	Local: Dunstable. Priority order: 2 bays of outdoor practice nets £28,140, Kubota STW40 Tractor £31,920, Autoglide auto roller £16,799, Artificial Match pitch re-furb £5,400, Indoor nets surface relayed £15,312, 2 additional bays of outdoor practice nets (new location TBD) £28,140. Artificial pitch new installation £8,640. Total inc VAT £135,000
	Houghton Regis	Houghton Regis CC	Cricket	No team operating in town @ Nov18.	Support club via s106 from applicable development if project confirmed. BCB: Evidence of need required due to lack of cricket facilities in HR. HRN developments	HRTC/ECB/B CB	Improved facilities	Local: HR.
Rugby								
	Dunstable	Dunstablians RUFC	Rugby	Overall site capacity: 0.00 pitch/es to meet demand. Overall pitch deficit/surplus 0.00. No capacity for growth or to meet future demand from HRN devs. High participation & growth - pressure on pitches, car parking & pavilion facilities. Pitch improvements required.	CBC feasibility study commissioned to establish needs & opportunities. Informs club & CBC strategy for expansion/improvements.	DRUFC/RFU	Increase & improve facilities to address club growth & housing growth within catchment	Strategic: in catchment - Dunstable, Houghton Regis. Estimated cost £734,400 (plus possible AGP £650k) 2018. Club developing up to date costs (2021).
Hockey								
	Dunstable & Houghton Regis		Hockey	No identified requirement for hockey facilities in area				

Bowls

COMPLETE

Dunstable	Dunstable LC Indoor Bowls	Bowls (Indoor)	Loss of indoor bowls green in redeveloped DLC	CBC feasibility study commissioned to explore options to accommodate DLC bowlers	CBC/TBL/DB C/BE/IBA	To enable DCL bowlers to continue to bowl indoors	NA. Feasibility study confirmed, re-provision of indoor bowls facility not required. Alternatives locations offered to bowlers.
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Dunstable	Luton Road Recreation Ground	Bowls (Outdoor)	Kingsbury Bowls Club no longer exists. Dunstable Town Bowls Club (DTBC) will be removed from their existing Hawthorne Rd site when lease ends = Loss of bowling green in Dunstable leaving one remaining at Luton Road Rec. DTC & DTBC working to improve Luton Rd & add a new pavilion. Developer of DTBC's Hawthorne site will make replacement provision at Luton Rd but this will not cover all the costs.	Improve the existing green at Luton Rd & add bowls pavilion (developer)	DTC / DTBC / Dev	Secure sustainable future provision for outdoor bowls in Dunstable at the one remaining site	Local: Additional costs for club after reprovision of clubhouse. Relocation of the new clubhouse is still dependent on the success of two planning applications. Details of additional provision and costs to be determined. Could be looking to secure funding by 2019. No s106 can be sought until project and costs confirmed.
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Tennis

Dunstable	Dunstable Tennis Club	Tennis	BLTA: DTC has obtained PP for extension to pavilion which serves 6 courts. Club is seeking expansion however, this is constrained by site location. Potential is being explored to relocate club	Establish demand / feasibility of expansion / relocation & support if applicable via s106 from applicable development.	BLTA/DTC	Increase & improve facilities to address club growth & housing growth within catchment	Local: Dunstable. No s106 can be sought until project and costs identified.
Dunstable	Bennett Memorial Recreation Ground	Tennis	Two existing free to use courts require upgrade	DTC Corporate Plan 2017 - 2019 includes an objective to refurbish the tennis courts and in particular to resurface / repaint and remark the court surfaces	DTC	Improve usage	Local: Dunstable. Project cost £20,000. Refurbishment of tennis courts.

Athletics

NA

Netball

Leighton Buzzard and Rural South

Town	Site	Sport	Current Status/Issues	Recommended Actions / Update	Partners	Impact/Benefits	S106 Contributions from respective parishes sought for <i>Strategic or Local</i> priorities
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Football

KEY PRIORITY	Caddington	Streetfield Middle School	Football	Potential loss of grass pitches with community use on closure of school (2016).	FA priority: retention/continued use of school pitches following school closure. Amalgamate with adjacent Middle School pitches.	CBC Edu/FA	Existing shortage of grass pitches in Dunstable area would be exacerbated by loss of community access pitches	NA
FA KEY PRIORITY	Eaton Bray	Eaton Bray/Totternhoe area	Football	Lack of grass pitches in area, 7v7, 9v9 and 5v5. Eaton Bray Lions growing club need additional pitch and training provision via grass or 3G pitch provision.	FA & BFA: support delivery of additional grass or artificial pitches in Eaton Bray area (7v7, 5v5, 9v9) and/or small 3G pitch (40x30) if site can be identified/agreed.	EBLFC/EBA/BFA/FA	Provision to enable & accommodate growth	Local: Eaton Bray/Totternhoe. No s106 can be sought until project and costs identified and community use confirmed.
	Leighton Linslade	Astral Park Sports & Community Centre	Football	TC identifies popularity & continuing high usage/growth of site requires pitch improvements to main site.		CBC/TC/FA	To accommodate current high levels of usage & growth	Strategic: LL in catchment. Project Cost £550,000.

	Tilsworth	Stanbridge Road LU7 9PL Leighton UFC	Football	FC seeks expansion. Feasibility survey & PP 2008 for COU of land - agriculture to football pitches. Not progressed - lack of funding. Club seeks acquisition of adjacent land for conversion to football pitches - min. 1 full size pitch or two junior pitches	Enables club expansion.	LUFC	Enable the club to extend & offer opportunities for young people.	Local: Project cost £120,000. S106 cannot be sought until land secured and funding in place.
	Tilsworth	Stanbridge Road LU7 9PL Leighton UFC	Football	Hard surfacing of driveway and car park.		LUFC	Improve quality of access and car parking	Local: Total Cost £77,809. Resurfacing works are an immediate priority for the club. Low priority for FF.
Cricket								
	Caddington	Caddington CC	Cricket	CC: Facility at capacity & lack of training facilities. Nets and artificial wicket required.	Support club via s106 from applicable development. BCB: need evidenced by capacity and lack of appropriate training facilities. Application for funding unsuccessful to date. Timescales dependent on funding.	ECB/BCB	Improved facilities	Local: LL. No S106 can be sought until project and cost identified.
	Eaton Bray	Eaton Bray CC	Cricket	CC: considering requirement for new pavilion, details not decided yet.	Support club via s106 from applicable development. BCB: need evidenced by condition of current pavilion and grounds equipment. Application for funding unsuccessful to date. Timescales dependent on funding.	ECB/BCB	Improved facilities	Local: LL. Pavilion est. £300k. S106 can be sought when project confirmed and cost identified.
	Leighton Buzzard	Leighton Buzzard CC	Cricket	CC: Bell Close (main site), CC desire to improve clubhouse via joint venture with other sports clubs on site (tennis/football) - jointly known as 'Bell Close Sports Association'. Land	If project confirmed support club via s106 from applicable development	ECB/BCB/LL TC	Improved facilities	Local: LL. Early project discussions, cost est £200- 300,000 to be confirmed. S106 can be sought when project and cost confirmed.

	Leighton Buzzard	Pages Park / Mentmore Gardens	Cricket	CC: Lack of pitch space and quality of facilities •Regarding Pages Park, currently working closely with Leighton/Linslade Town council (Ian Haynes). Plans to upgrade Pages Park in the town where the club use this as a second ground. Pages field which lays adjacent to pages park is planned to be upgraded to a Cricket specific facility, including the building of a pavilion. Town council see this has an opportunity for clubs outside of town to access as well. Town Council looking to fund this.	BCB: support development of second ground at Pages Meadow (adj Pages Park) and upgrade current changing rooms into cricket pavilion. BCB: evidence required due to capacity issues in Leighton Buzzard, Luton and Milton Keynes. Unsuccessful applications to Sport England Protecting Playing Fields and Inspired Facilities with encouragement to reapply. Timescales dependent on funding.	ECB/BCB/LL TC	Improved facilities	Local: LL. No S106 can be sought until project and cost identified.
Rugby								
	Leighton Buzzard	Leighton Buzzard RUFC	Rugby	Overall site capacity: +2.50 pitches to meet demand. Overall pitch deficit/surplus: +1.25 pitch/es. High participation & growth - pressure on pitches. Pitch improvements required, updated changing facilities to meet safeguarding and mixed use required, potential need for additional pitches.	Provision of modern AGP pitch , reconfigure current pitches. Replacement of changing rooms to modern self contained standards to allow for mixed sex changing and Adult/child safeguarding.	LBRUFC/RFU	Increase & improve supporting facilities to address club growth & housing growth within catchment and meet modern safe standards for changing	Strategic: in catchment - LL. Project costs: £200,000 for provision of six self-contained changing rooms with showers and toilets - within 2 years (by 2021). Additional pitch/improvements £120,000. £500,000 for provision of 3G and repositioning of existing pitches at existing site - within next 5 years (by 2022)
Hockey								

	Leighton Buzzard	Vandyke School Pitch	Hockey	EH priority to retain Vandyke School pitch as sand based for hockey as only pitch in the area. Terpin building provided for clubhouse/pavilion on site 2019. Replace carpet at Vandyke School, Leighton Buzz in next 2-3 years (by 2020-21).	Establish pavilion improvements required & partnership approach / funding opportunities.	VDS/EH	Only sand based hockey facility in area be retained to sustain hockey. Improved quality pavilion facilities to sustain/increase hockey participation.	Strategic: in catchment - LL. Project costs - surfacing of pitch £200,000, and new pavilion £60,000.
Bowls								
	Leighton Buzzard	Leighton Buzzard BC	Bowls (outdoor)	CC: Quality improvements required to pitch & pavilion	Establish pitch & pavilion improvements required & support via S106 from applicable development.	LBBC/LLTC	Improved facilities	Local: LL. No S106 can be sought until project and cost identified.
Tennis								
	Eaton Bray	Eaton Bray Tennis Club	Tennis	Improvements to tennis court surface required.	Establish improvements required & support via S106 from applicable development.	BLTA/TC	Improved facilities	Local: Eaton Bray. No S106 can be sought until project and cost identified.
	Leighton Buzzard	Linslade Tennis Club	Tennis	BLTA: poor facilities, quality improvements required	Establish improvements required & support via S106 from applicable development.	BLTA/TC	Improved facilities	Local: LL. No S106 can be sought until project and cost identified.
	Leighton Buzzard	Studham Tennis Club	Tennis	Club growth requires increased capacity	Establish demand for growth	BLTA/TC	Improved facilities	Local: Studham. No S106 can be sought until project and cost identified.
Athletics								
	NA							
Netball								

	NA							
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Settlement Name	Flitwick
Settlement Hierarchy	Major Service Centres
Placemaking Area	West Mid Beds Quadrant
Population 2017 Mid-Year Estimate	13,241
2022 Population Forecast	13,992

The parish population figures are calculated using 2017 mid-year estimates from ONS, CBC housing completions from 2017-2019, and 2019-22 planned completions from the Jan 2019 housing growth trajectory (supplied by Planning).

Settlement Description

Flitwick is one of the largest settlements on the western side of Central Bedfordshire. It has developed substantially over the past 40 years and is a mix of new residential areas and areas of historical interest. It is located equidistant between Bedford and Luton and a railway line runs north to south splitting the town in two.

The open space sites listed below have been included because of their primary function as publicly available recreational open space only. The open space types reflect those most commonly found in Central Bedfordshire. More information on the background and assessment methodology can be found in the Leisure Strategy Chapter 2: the Recreational Open Space Strategy.

Section 1: Open Spaces within Town

Site Name	Typology	Owned by	Site Size Ha.	Site ID
Station Road Allotments	Allotments & Community Gardens	FTC	1.13	938
Flitwick Garden Allotments (small part of site to the north disused)	Allotments & Community Gardens	FTC	3.28	952
St Peter and Paul Church Cemetery	Cemeteries & Burial Grounds	Diocese	1.83	959
Hinksley Road Playing Field Play Area	Children's Play Space	FTC	0.10	946
Hatfield Crescent Play Area (CBC)	Children's Play Space	CBC	0.18	942
Roman Way Play Area	Children's Play Space	FTC	0.02	949
Trafalgar Drive Informal Play Area	Children's Play Space	FTC	0.03	956
Beaumont Court Play Area	Children's Play Space	FTC	0.05	950
Naseby Way Informal Play Area	Children's Play Space	FTC	0.03	955
Althorp Close Play Area	Children's Play Space	FTC	0.04	4187
Station Road Play Area	Children's Play Space	FTC	0.05	940
Fir Tree Close Play Area	Children's Play Space	FTC	0.08	921
Millennium Park Recreation Ground Play Area	Children's Play Space	FTC	0.11	933
Millennium Park Recreation Ground Skate Park	Facilities for Young People and Teenagers / Outdoor Sport	FTC	0.05	4186

Millennium Park Recreation Ground Youth Shelter	Facilities for Young People and Teenagers	FTC	0.005	932
Flitwick Manor Park (Informal Open Space) (permissive access)	Informal Recreation	FTC	21.52	920
Flitwick Wood (Informal Open Space)	Informal Recreation	CBC leased to FTC	14.12	925
Flitwick Mound (Informal Open Space)	Informal Recreation	FTC	2.16	947
Flitwick Moor NR (Informal Open Space)	Informal Recreation	CBC. Managed by Wildlife Trust	45.34	957
Station Road Informal Open Space	Informal Recreation	FTC	1.20	4593
Millennium Park Recreation Ground	Larger Recreation Spaces	FTC	1.73	931
Hinksley Road Recreation Ground (FTC)	Larger Recreation Spaces	FTC	2.05	945
Millennium Park Recreation Ground Outdoor Gym	Outdoor Sport	FTC	0.002	4613
Flitwick Bowls Club King's Road	Outdoor Sport	FTC	0.14	602
Flitwick & Ampthill Tennis Club	Outdoor Sport	Club	0.56	954
Flitwick Football Centre, A507 junc	Outdoor Sport	FTC	4.58	951
Woodland Middle School Academy	Outdoor Sport (Education)	Education	3.49	929
Byron Crescent/ Milton Road Amenity Space	Small Amenity Space	FTC	0.08	927
Avon Rise/Eagle Drive/Larkway Amenity Space	Small Amenity Space	FTC	0.15	936
Temple Way Amenity Space	Small Amenity Space	FTC	0.15	930
Hampden Road Recreation Ground Amenity Space	Small Amenity Space	FTC	0.18	934
Bluebell Close/Clover Road Amenity Space	Small Amenity Space	FTC	0.15	928
Dewpond Road Amenity Space	Small Amenity Space	FTC	0.19	922
Greenways Amenity Space	Small Amenity Space	FTC	0.19	943
Brookes Road Amenity Space	Small Amenity Space	FTC	0.21	944
Mendip Close Amenity Space	Small Amenity Space	FTC	0.22	926
Thames Close/Avon Rise/Larkway Amenity Space	Small Amenity Space	FTC	0.31	937
Roman Way Amenity Space	Small Amenity Space	FTC	0.36	948
Eagle Drive/Manor Way footpath link Amenity Space	Small Amenity Space	FTC	0.74	924

The Mount Warwick Close Amenity Space	Small Amenity Space	FTC	0.93	612
Woodcock Walk/Temple Way Amenity Space	Small Amenity Space	FTC	0.09	935
Drove Walk, Falcon Crescent	Small Amenity Space	FTC	0.06	4264
Finch Walk, Falcon Crescent	Small Amenity Space	FTC	0.01	4265
Kingsmoor Close Amenity Space	Small Amenity Space		0.06	4287
Hatfield Road Amenity Space	Small Amenity Space	FTC	0.09	4446
Williams Way Amenity Space	Small Amenity Space		0.08	4331
Billington Close Amenity Space	Small Amenity Space		0.02	4417
The Avenue Amenity Space	Small Amenity Space		0.06	4431
Ellenshaw Court, Hinksley Road	Small Amenity Space		0.07	4433
Kendal Drive Amenity Space	Small Amenity Space		0.03	4435
Campion Way Amenity Space	Small Amenity Space		0.05	4436
Hinksley Road Amenity Space	Small Amenity Space		0.04	4438
Ferndale Lodge, Easton Road Amenity Space 1	Small Amenity Space		0.04	4288
Ferndale Lodge, Easton Road Amenity Space 2	Small Amenity Space		0.03	4441
Pevensey Grove Amenity Space	Small Amenity Space		0.08	4443
St Peters Close Amenity Space	Small Amenity Space		0.05	4447
Clover Road Amenity Space	Small Amenity Space		0.04	4332
Pheasant Walk Amenity Space	Small Amenity Space		0.09	4496
Falcon Crescent Amenity Space	Small Amenity Space		0.03	4497
Swallow Close Amenity Space	Small Amenity Space		0.07	4365
Steppingley Road Amenity Space	Small Amenity Space		0.04	4368
Lipscomb Drive Amenity Space	Small Amenity Space		0.05	4506
Manor Way Amenity Space	Small Amenity Space		0.43	4507
Pipit Close Amenity Space	Small Amenity Space		0.06	4508
The Quantocks Amenity Space	Small Amenity Space		0.08	4301
Beaumont Court Amenity Space	Small Amenity Space		0.29	4641

Site ownership has been included where known, and will continue to be updated.

Section 2: Recreational Open Space Strategy - Adequacy of Provision (balance between quantity / quality and accessibility)

Type of Open Space		Current Provision	Standard	Current Surplus / Shortfall	Future Surplus / Shortfall	Accessibility	Quality Issues	Other Issues
Countryside Recreation Sites		0.00	3.19	-42.24	-44.63	Access to countryside recreation sites within 20minute catchment area – Ampthill Park, Marston Vale – Millennium Country Park.	n/a	The Mid Beds GI Plan outlines opportunities to create a new country park – Flitwick Valley Country Park. Residents currently use Ampthill Town Park which is already approaching visitor capacity.
Urban Parks		0.00	0.22	-2.91	-3.08	No existing provision and therefore residents outside catchment.	n/a	Town Plan consultation revealed demand for formal parks. Quantitative deficiency equivalent to circa 5ha.
Large Recreation Areas	Formal	3.72	1.20	-12.17	-13.07	Even distribution of large formal recreation areas with no clear deficiencies, although perhaps lower levels of provision in	Above baseline quality standards but with scope to improve infrastructure and facilities provided. Scope to improve Hinksley Road Recreation Ground in particular.	Aspirations for more recreational green space in the Flitwick Green Infrastructure Plan. Potential to upgrade existing formal recreation areas to urban park through quality and infrastructure improvements. The even distribution of

						north west and north east.		these spaces makes additional facilities of lower priority than other types of open space.
	Informal	83.34	2.60	49.91	47.96	Good access to informal spaces particularly to the west (Flitwick Wood)	Sites have a high ecological sensitivity and visitor capacity is therefore reduced. Good quality in terms of both recreational and conservation. Recreational value of Pussy Pond is lower.	The protection of existing woodland and creation of new woodland (and improvement of access to existing sites) is a key theme of the Flitwick Green Infrastructure Plan, which includes the creation of a green wheel (linked green infrastructure).
Small Amenity Spaces		5.71	0.55	-1.57	-1.99	Predominantly focused around the centre of town. Even considering the impact of large recreation areas, some residents are not within 5 minute catchments of residents	Sites of varying quality. Byron Crescent, Eagle Drive, Greenways and Woodcock Walk below target standard, mostly due to size of sites and lack of infrastructure.	
Play Areas for Children		0.85	0.11	-0.61	-0.69	Access more limited to the west of the	Some quality improvements required, particularly	West of the town lacks facilities for children. Quality improvements

					town, even distribution to east.	Millennium Park (Town Council). Most play areas in adequate condition, but many of the sites are small offering limited play value.	required, particularly Millennium Park. Hatfield Crescent requires upgrading/ replacement of some equipment.
Facilities for Young People	0.06	0.01	-0.01	-0.01	Large swathes of the town are outside of the catchment for existing facilities – facilities located relatively centrally. Outskirts of town lacking	Well used skate facilities. Good quality site	High priority
Allotments	4.41	0.37	-0.49	-0.77			
Cemeteries and Churchyards	Capacity for only 2 years of burials remaining in Flitwick cemetery						

Section 3: **Recreational Open Space Strategy** - Key Issues, Priorities and Delivery Projects

Type of Open Space		Key Issues	Typology Specific Priorities	Key Priorities identified by Strategy	Local Delivery Projects (identified by the T/PC & community) Project Cost must be included
Countryside Recreation Sites		Lack of access to countryside recreation sites.	Three new countryside recreation sites required across the authority. Flitwick identified as potential location for one of these sites.	1. Potential location for new country park or improvements to Ampthill Park.	1. Priority to create country park adj. A507 est. £1m.
Urban Parks		Lack of access to urban park within catchment area. Demand is identified within the Town Plan. Quantitative deficiencies equivalent to 5 hectares.	New provision – through either new site or upgrading existing site.		
Large Recreation Areas	Formal	Large quantity deficiencies but even access to existing spaces. The even distribution of these spaces makes additional facilities of lower priority than other types of open space. Investment into this type of open space is highest priority of Flitwick	Initial priority is upgrade of existing spaces to form urban park. New provision required to meet quantity standards but quality improvements as if not more important	2. Upgrade existing formal recreation area (or new site) to park and provide new amenity space	

		Town Council. Hinksley Road in particular would benefit from investment			
	Informal	Distribution of existing sites is even however there are quantitative deficiencies across the town and existing sites are highly sensitive, meaning that visitor capacity is restricted. Pussy Pond of low recreational function	New provision / improved access to other sites to reduce impact of visitors on existing sites with high ecological sensitivity. Space more limited to the east of the town.		
Small Amenity Spaces		Parts of Flitwick outside of catchment for small amenity spaces, even considering the distribution of large formal recreation areas. Large quantitative deficiencies and quality of sites is average or below.	Quality enhancements prioritised in areas where there is access to existing spaces, however new provision may be required due to quantitative deficiencies.		
Play Areas for Children		Issues with the quality of existing facilities. Particular gap in access to the west of town and quantitative shortfalls are amongst	Enhancement to existing facilities (Millennium Park) planned for 2019	3. New and enhanced facilities for children	Replacement equipment at Trafalgar Drive play area required. No cost provided.

	the highest in Central Bedfordshire. Play provision at Millennium Park requires improvement, existing sites dated	New provision – particularly to the west	4. Hatfield Crescent requires upgrading/ replacement of some equipment.	
Facilities for Young People	Poor access to existing facilities, evidence of additional demand through requests to Town Council	New provision required to meet accessibility standard	5. Additional facilities for young people	
Allotments	Existing allotment site has a waiting list	Changes to management practices to reduce waiting lists. Monitor demand and potential requirement for new provision longer term.		
Cemeteries and Churchyards	Projected shortfall of burial space – only 2 years capacity remaining	New provision / extension		
Connectivity	Links within Flitwick, between open spaces and between other settlements are a key feature of the Flitwick GI plan. These include links with Ampthill and the creation of a River Flit walk.			

Section 4: **Playing Pitch Strategy** - Outdoor Sports Key Issues, Priorities and Delivery Projects

Sport / Facility	Site and Comments	Local Delivery Projects (identified by the T/PC & community) Project Cost must be included
		<p>NB See Chapter 3 Playing Pitch Strategy Action Plan for outdoor sport strategic priority projects to which s106 contributions may be secured from development in this parish.</p> <p>T/P councils wishing to have s106 contributions sought for the local projects instead of the strategic projects must clearly identify this below.</p>
AGP	n/a closest Ampthill	<p>New full sized 3G for Flitwick Football Centre. Cost £840,000.</p> <p>Second 3G pitch sought for Redborne Upper School. Project to be confirmed.</p>
Football	<p>Flitwick Leisure Centre pitches - relocated to Flitwick Football Centre, Ampthill Road opened 2014/15. Leased to Flitwick Eagles. Old site used for new Flitwick Leisure Centre, opened Feb 2016.</p> <p>Flitwick Football Centre - grass pitches with changing facilities. Land available for extension.</p> <p>Hinksley Road Rec – no longer used for formal football</p> <p>Millennium Park/Dunstable Road Rec - improvement/upgrades to facilities and pitches</p>	

Cricket	Flitwick CC – at capacity. Extension to pitch space and pavilion required to accommodate club growth	<p>Requirement identified by Flitwick Cricket Club: Development of second ground (adj. existing) into second cricket pitch with changing pavilion and supporting facilities. Ground purchased 2017/18.</p> <p>Ph 1 land purchase complete.</p> <p>Ph 2 creation of cricket pitch complete. Playable 2020.</p> <p>Ph 3 redevelopment of changing pavilion £328,667k.</p>
Rugby	n/a closest Ampthill RFC	
Hockey	n/a closest Sandy and Shefford HC	
Tennis	Flitwick and Ampthill TC - Poor changing facilities and showers, limited space for expansion.	<p><u>Requirement identified by Flitwick & Ampthill Tennis Club:</u></p> <p>Provision of Seasonal Air Dome for 2 of the current tennis courts. Resurfacing of 1 court, and floodlighting for 2 courts.– Cost £320,998.</p>
Bowls	Flitwick BC	
Netball	Closest, Redborne Upper School, Ampthill	

Community Services Report
Prepared By Community Services Manager

CBC Safer Communities Training

The Community Services Manager has attended Drug & Alcohol Awareness training, delivered by CBC's Safer Communities Team.

Julian Mockridge from P2R (Path to Recovery) delivered a presentation on the challenges facing those with addictions and the impact on families of people living with addiction. P2R are able to offer a free, confidential service to all adults in Central Bedfordshire living with addition.

Community Awards

Cllr Jeremy Dann (in his capacity of Town Mayor 2020-21) presented the Community Awards 2020 at The Rufus Centre on Wednesday 12th May.

All winners and nominees were given an allocated time slot to attend The Rufus Centre to be handed their awards.

Youth Committee

The Youth Committee working group held a meeting on Monday 24th May.

The working group discussed research completed by The Community Services Manager regarding successful Youth Committees already in place in other areas of Central Bedfordshire.

A proposal for Flitwick Youth Committee was agreed and will be presented at The Community Services Committee Meeting on Tuesday 1st June.

Coffee Morning

The Community Services Team held a Coffee Morning at The Village Hall on Friday 21st May to raise funds for Town Mayors Charities; Respite at Home & Mind BLMK.

The Coffee Morning raised £94.

The Flit Valley Walk

The Flit Valley Walk Greensand Country Festival event took place on Saturday 22nd May, starting at Manor Park.

People had the option of two guided walks, one lead by Vinnie Vass (Public Realm Team) & David Alderman around Manor Park and the other lead by Dave Lowe (Volunteer) to Jack Crawley's Memorial Barn in Flitton, returning to Manor Park.

The number of people able to attend the walk was limited due to Covid restrictions. Each walk could accommodate up to 30 people, including staff.

Unfortunately, due to poor weather conditions, some people cancelled their attendance, but the event had previously been nearly fully booked. 16 people attended the short walk around Manor Park, with 11 choosing the longer walk to Jack Crawley's Barn.

Rural Services Network Training

The Community Services Manager has attended a virtual training seminar delivered by the Rural Services Networking Team.

The 'Rural Health and Care' training looked at how people can support their community with health and care concerns, this included a discussion about a national campaign to ensure rural areas have sufficient coverage for all residents and better transport links to doctor surgeries.

NALC training

On Wednesday 26th May, the Community Services Manager attended a virtual training course delivered by NACL around 'How to get young people involved in Local Councils'.

Presentations were delivered by Cllr Katie Brookes of Pembury Parish Council, Cllr Chelsey Jay of Witham Town Council and Cllr Oliver Tucker of Axminster Town Council.

Cllr Katie Brookes delivered an insightful presentation on how Pembury Parish Council engaged their young people to form a Youth Committee.

Cllr Chelsy Jay & Cllr Oliver Tucker are both young Councillors, under 25 years of age. They spoke about the importance of having young Town Council Members, what this can offer to a Council and how to engage with younger residents.

The Big British Spring Clean

Sunday 30th May saw the first 'Big British Spring Clean' at Manor Park.

Flitwick Town Council worked with The Big Beds Clean Up group to deliver a 2 hour litter pick at Manor Park.

Three further litter picks are due to take place at Millennium Park, Hinksley Road playing field and The Mount.

Central Bedfordshire Holiday Hunger Programme

After the successful delivery of the Easter Holiday Hunger Programme by 4YP at The Hub, 4YP (on behalf of FTC) will be putting in a tender to deliver the Holiday Hunger Programme again in the summer holidays.

Should the tender be successful, the Holiday Hunger Programme will be delivered by 4YP at The Hub, two days a week, for four weeks.

Detailed Budget

Activity	Capital Costs (GI Funded)	VAT	Wider Project Costs (FTC Funded)
Administration			
Planning Consents			TBC
Tree Survey			TBC
Internal Drainage Board Consent			50.00
Total			
Key Contractors			
Project Overseer	2,800.00	560.00	
Architect / Principal Designer	4,500.00	900.00	
Structural Engineer	1,500.00	300.00	
Tree removal for gates & bridge	2,200.00	440.00	
Ecologist / Mitigation	3,500.00	700.00	
Main contractors preliminaries/supervision/welfare etc	12,600.00	2,520.00	
Inflation Contingency Uplift (2%)	446.00	89.20	
Total	22,746.00	4,949.20	
Modern Footpath Entrance Works (nr Church Road)			
Content and Design of Interpretation Board	600.00	120.00	
Print, Board and Stand	880.00	176.00	
Installation	360.00	72.00	
Total	1,840.00	368.00	
Tree and Ground Works in Arboretum			
Rhododendron Control	740.00	148.00	
Scrub Removal	3,300.00	660.00	
Thinning of Holly	1,230.00	246.00	
Total	5,270.00	1,054.00	
Restoration of Historic Main Gate			
Restoration of Railings	2,600.00	520.00	
Restoration of Brick, Piers and Installation of iron gates	12,630.00	2,526.00	
Inflation Contingency Uplift (2%)	304.60	60.92	
Total	15,534.60	3,106.92	
Restoration of Ornamental Bridge			
Temporary Dam and Water Management	1,520.00	304.00	
Restoration of Bridge and Balusters	36,720.00	7,344.00	
Inflation Contingency Uplift (2%)	764.80	152.96	
Total	39,004.80	7,800.96	
Outreach and Engagement			
Opening event of Bridge & Gates	250.00	n/a	
Total	250.00	n/a	
Programme Contingency 10%	8,210.94	1,642.19	
Total GI Costs	94,856.34	19,025.27	
20% FTC Match Funding for GI Costs	18,971.27	3,805.01	
Requested GI Contribution	75,885.07	15,220.26	

Manor Park Project Plan

V2 - 25/05/2021

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Flitwick Town Council

Report to Community Services 1st June 2021: Flit Valley Walk Update

Background

Flitwick Town Council is committed to delivering a new recreational route using existing Rights of Way called the Flit Valley Walk as part of the Greensand Country (GC) Landscape Partnership project. Originally, the route was going to finish in Clophill but due to Central Beds Council (CBC) being unwilling to support a promoted route which crossed the A6, an alternative ending to the walk has been organised. To facilitate this major change, replacement interpretation designs were required as the route map was in each of the artwork already printed. A contingency was set up at the GC to fund the changes.

Introduction

The new end point of Flit Valley Walk will be Silsoe Millennium Green. The location is a Natural England site, and the Greensand Trust applied on the Council's behalf to permit the installation of an interpretation board on the Green. The letter of consent dated 30th April is attached.

For Members who may not be aware, the Flit Valley Walk starts in Westoning and uses existing footpaths and fields. It follows the River Flit as close as possible and includes some spectacular views of the countryside, Manor Park and Flitwick/Flitton Moor.

Additional Matters

Guided walks were held on Saturday 22nd May at Manor Park and a longer section of the route as part of the GC Festival. Attendees enjoyed the walks which raised the profile of Manor Park and the Flit Valley Walk.

It is planned to hold long-awaited official launch event in the summer.

The Communications & Marketing Team are producing a printed leaflet.

The project needs to be completed by August 2021 in line with a recent variation request submitted to the GC. Some outputs the Council committed to deliver when the grant agreement was drawn up have not been possible due to Covid-19. The Community Services Officer has come up with a list of alternative outputs which generate similar outcomes to the original list. It has been confirmed verbally that the variation request has been approved, although at the time of writing this report, written confirmation had not been received.

It is the Council's responsibility to maintain the boards for a period of up to 10 years.

Recommendations

Members are asked to note the consent letter from Natural England.

Stephanie Stanley
Deputy Town Clerk

30 April 2021

Our ref MG5.300.30.4.21

Your ref:



FAO The Trustees of the Silsoe Millennium Green
Silsoe Millennium Green Trust
4 The Rowans
Silsoe
Bedford
MK45 4DG

County Hall
Spetchley Road
Worcester
WR5 2TP

Dear Sirs

Silsoe Millennium Green

On 11 March 1999 the Countryside Agency advanced a grant to the Silsoe Millennium Green Trust (the "Trust") for the creation of the above Millennium Green in Silsoe (the "Green"). In order to receive the grant, on 16 March 1999 the Trust signed up to a number of obligations enshrined in the Grant Terms and Conditions, herein known as the Grant Conditions. Natural England succeeded the Countryside Agency and is entitled to the benefit and subject to the burden of the Grant Conditions by virtue of and pursuant to the Natural Environment and Rural Communities Act 2006.

On 13 January 2021, the Greensand Trust submitted a request to Natural England to erect an interpretation panel on land forming part of the Green as part of the proposed Flit Valley Walk (the "Proposal"). Flitwick Town Council (the "Council"), the project lead for the Flit Valley Walk, has received an offer of grant from the Greensand Country Landscape Partnership and the National Lottery Heritage Fund (previously the Heritage Lottery Fund) for the purposes of the creation of the Flit Valley Walk (the "Project"). As part of the grant, the Council has agreed to be bound by the obligations contained in the Greensand Country Landscape Partnership's standard terms and conditions of grant (the "Project Conditions"). The Project Conditions contain obligations on the Council to both erect the interpretation panel and maintain it for a period of ten years commencing on the date of completion of the Project (the "Maintenance Period").

As part of its role Natural England must ensure that the main purpose of a Millennium Green (i.e. to be an area of open space to be enjoyed by the local community) remains intact. Natural England must also consider the Proposal in light of any community engagement undertaken, together with the support that has been received from the Trust in relation to the proposal.

Natural England has now evaluated the Proposal and has decided after due consideration to consent to the erection of the interpretation panel.

This consent is provided on the basis that:

1. any other permissions that may be required are secured;
2. the size of the interpretation panel will not materially exceed 900mm x 1200mm;
3. the information contained within the interpretation panel will be as set out in Appendix A;
4. the interpretation panel is within the scope of the Project;
5. the interpretation panel will be erected and maintained for the duration of the Maintenance Period by the Council in accordance with the Project Conditions at no cost to Natural England or the Trust;
6. at the end of the Maintenance Period, the Trust will engage in discussions with the Council regarding the removal or continued maintenance of the interpretation panel;
7. the section of the Green intended to form part of the Flit Valley Walk will remain accessible to the public at large without charge;

8. the Green will continue to be maintained and used in accordance with the Grant Conditions;
and
9. the Council will use reasonable endeavours to prevent any unnecessary public disturbance on the Green due to the erection or maintenance of the interpretation panel.

For clarity, Natural England consents to the Proposal in accordance with this letter but does not have any responsibility for the erection or maintenance of the interpretation panel. The continued management of the Green is the responsibility of the Trust whilst the Council will be responsible for the erection and maintenance of the interpretation panel for the duration of the Maintenance Period in accordance with the Project Conditions.

Should any of the specifications of the interpretation panel or any of the circumstances for which this consent is being granted change, you are required to inform Natural England and if necessary request further consent.

Please note that Natural England's consent would be required for any future erection of any structure on the Green or in the event of certain other events as outlined in the Grant Conditions and any associated documents.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Dave Solly', with a stylized, cursive script.

Dave Solly

Senior Adviser, Connecting People with Nature Team
Natural England



The Flit Valley Walk

This self-guided walk follows the River Flit through its quiet valley rich in history and wildlife, a rare gem in the Bedfordshire landscape. Created by Flitwick Town Council with support from the Greensand Country Landscape Partnership, the route introduces you to some of the wonders to be found along the Flit, from peat bogs and ancient woodland to the stories told by historic buildings and archaeological finds. We hope to extend the walk to Shefford in the near future. From this board return to the High Street. Turn left, walk past Newbury Lane, and left again on the track with the footpath sign.

Please take care when crossing roads
Treat the land on which you walk with respect
Leave gates as you found them
Please take your litter home

Silsoe

This section of the walk takes you past the **Flit Valley Discovery Centre** on Flitton Moor where you will find wetland wildlife and much more information about the Flit Valley.

Silsoe Village

Silsoe was recorded as 'Siuuilessou' and 'Sewilessou', meaning 'Sefil's Hill' in Domesday Book. It was originally a hamlet in the ancient parish of Flitton. The centre of the village is south of the Millennium Green where Church Road crosses the High Street. East of Silsoe lies Wrest Park, home of the de Grey family for over 500 years. The de Greys held the Manor of Wrest with land in Flitton and Silsoe from the 13th century, so many Wrest Estate workers lived in Silsoe.

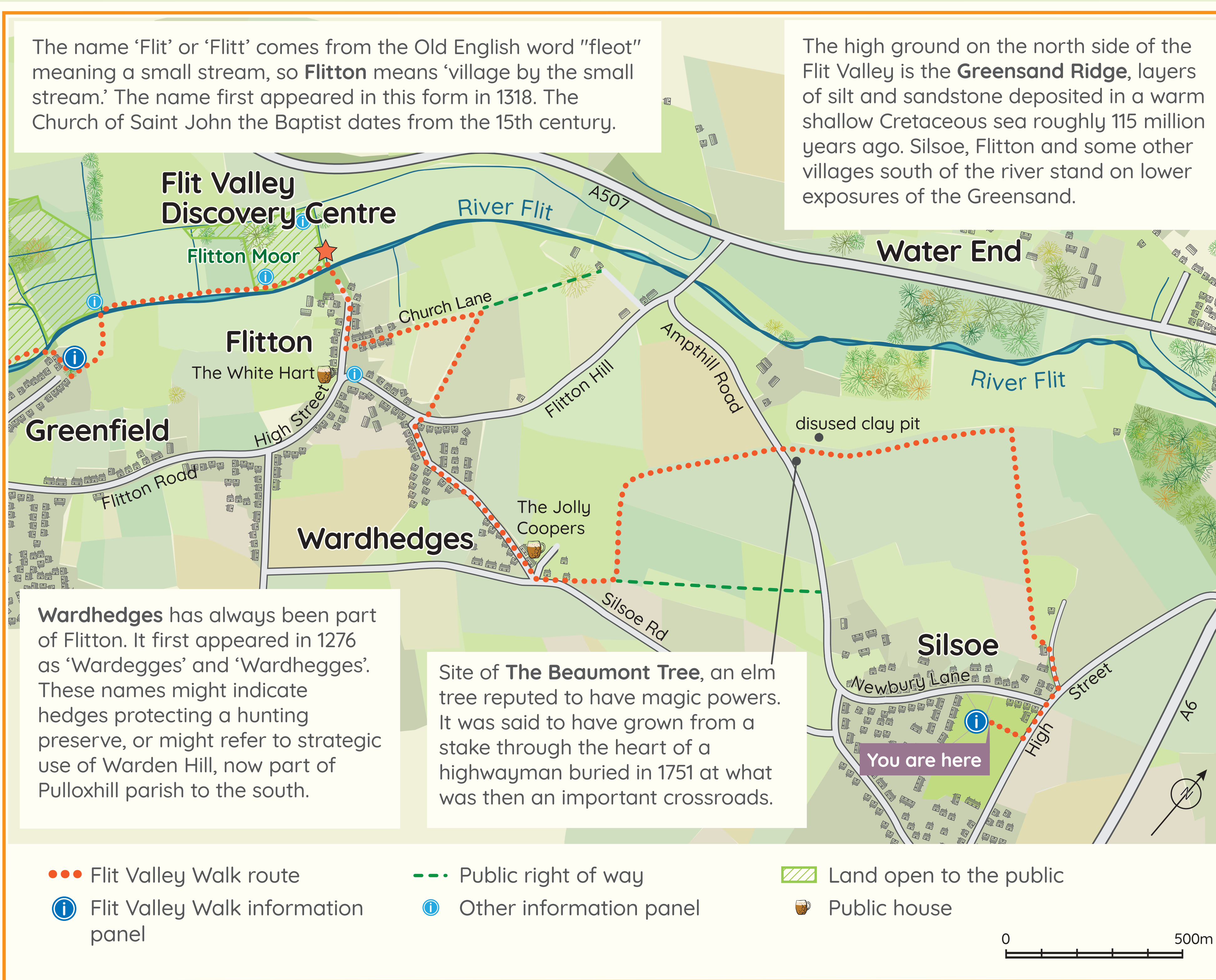
The Millennium Green

In the 19th century the Wrest Estate bought this area, known as Waterslade, to become allotments for their workers to grow food and crops. In 1920 Silsoe Parish Council bought the allotment fields from Lady Lucas for £850. In the 1990s the Parish Council moved the active allotments to a corner with

better soil and formed the Millennium Green Trustees panel which, with help from The Countryside Agency and Millennium Commission, created a new public space on the remaining land, Silsoe Millennium Green.



In early spring male **Skylarks** sing high in the sky above their nest sites in arable fields

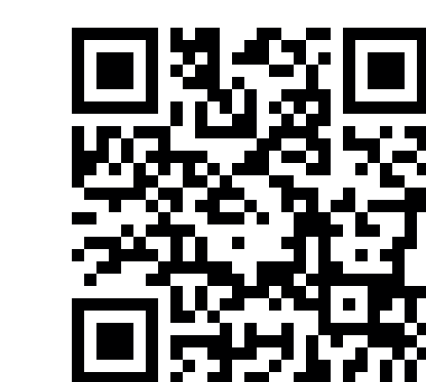


Explore Greensand Country!

Greensand Country covers scenic landscape defined by the Greensand Ridge, which reaches three neighbouring counties, from Cambridgeshire in the East, across Bedfordshire and to Buckinghamshire in the West.

Greensand Country contains all of Bedfordshire's remaining heathland, more than half of its woodland and more historic parkland than anywhere else in the country. The Flit Valley Walk is one of many self-guided walks within this distinct, beautiful and loved landscape.

Visit www.greensandcountry.com for walking, cycling and horse-riding routes and information about all of the latest events and activities taking place within Greensand Country.



Flitwick Town Council

Visit www.flitwick.gov.uk for more information about the Flit Valley Walk



Central Bedfordshire Council
Working in partnership



Silsoe Millennium Green