



**MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING  
HELD ON 6<sup>th</sup> APRIL 2021  
AT 7:30 PM VIA VIRTUAL ACCESS**

**Present:**

Cllr Badham (Chairman)  
Cllr Toinko  
Cllr Dann  
Cllr Earles  
Cllr Dodds  
Cllr Lutley  
Cllr Thompson  
Cllr Snape  
Cllr Platt

**Also present:**

Rob McGregor – Town Clerk & Chief Executive  
Stacie Lockey – Environmental Services Manager  
Susan Eldred – Community Services Manager  
Cllr Dixon – Central Bedfordshire Council  
Stephen Mooring – Central Bedfordshire Council Officer  
1 x Resident

**813. APOLOGIES FOR ABSENCE**

No apologies received.

**814. DECLARATIONS OF INTEREST**

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

**(a)** Disclosable Pecuniary interests in any agenda item –

Cllr Thompson declared a Pecuniary interest in relation to the grant application from Respite At Home.

Cllr Lutley declared a Pecuniary interest in relation to a grant application from the Flitwick Town Lands Charity and The Village Hall.

**(b)** Non-Pecuniary interests in any agenda item –

Cllr Dann declared a Non-Pecuniary interest in relation to the grant application from Flitwick Town Lands Charity - Cllr Dann's son had previously been a recipient of the charity funds.

**815. CHAIRMAN'S ANNOUNCEMENTS**

Cllr Badham thanked Cllr Toinko for chairing the Community Services Meeting in March.

Cllr Badham thanked Members and staff for their well wishes over recent weeks.

**816. PUBLIC OPEN SESSION**

No members of the public wished to speak.

**817. INVITED SPEAKER**

Cllr Dixon and Stephen Mooring delivered a presentation on Central Bedfordshire Council's Sustainability Plan.

Cllr Snape raised a question on the frequency of which the Central Bedfordshire Council emergency climate policy & aims would be monitored. Cllr Dixon informed Members the information would be reviewed twice a year, with information being shared with local authorities. The reports would be an agenda item at Town Council meetings.

Cllr Badham informed Cllr Dixon that approx. 6 months ago, Ward Councillors stated they would be able to update the Town Council regarding the climate emergency, but as yet the Town Council have not received any updates. Stephen Mooring informed Member's he would be happy to supply updates upon requests.

**818. MEMBERS QUESTIONS**

No questions raised by Members.

**819. MINUTES**

- a. For Members to receive and adopt the minutes of the Community Services meeting held 2<sup>nd</sup> March 2021.

All Members agreed the minutes were a true recording of the meeting held on 2<sup>nd</sup> March 2021 (Vote – all in favour).

**820. MATTERS ARISING**

- a. Minutes of the Community Services Committee Meeting 2<sup>nd</sup> March 2021.

The Environmental Services Manager advised that the feasibility study for securing the Country Park site was almost complete and she was just waiting on confirmation of ownership of the access road for the sewerage works site. This would be presented at the next meeting.

**821. ITEMS FOR CONSIDERATION**

- a. **Community Awards**

The Community Services Manager reported no updates at this time.

- b. **Calvisson Community Exchange**

Members noted a circulated letter from the Calvisson exchange, drawing to a close the exchange programme.

- c. **Classic Car & Bike Show**

Cllr Toinko asked the Community Services Manager if Members decided on option 4, would there be a resident willing to take on the organisation of car show? The Community Services Manager informed Members there was a resident willing to organise a car show

within Flitwick this year but she was unsure of the residents commitment to the organisation of a car show past this year.

The Community Services Manager confirmed that FTC would not be able to be too involved in the organisation of a car show that was not in one static location due to insurance and logistical issues.

It was **RESOLVED** to cancel the organisation of the Classic Car and Bike Show by the Town Council, allowing the event to be organised by residents. The Town Council could support the promotion of this event. (Vote – 7 in favour, 1 abstention)

**d. Grant Applications**

It was **RESOLVED** to pay Flitwick Cricket Club the sum of £250 from the Grant Application 2021 budget (Vote – all in favour)

It was **RESOLVED** to pay Bedford Daycare Hospice the sum of £250 from the Grant Application 2021 budget (Vote – all in favour)

It was **RESOLVED** to pay Flitwick Golden Age the sum of £250 from the Grant Application 2021 budget (Vote – all in favour)

It was **RESOLVED** to pay Flitwick Library the sum of £300 from the Grant Application 2021 budget (Vote – all in favour)

It was **RESOLVED** to pay Respite at Home Volunteers the sum of £250 from the Grant Application 2021 budget (Vote – all in favour)

It was **RESOLVED** to pay Flitwick District Guides the sum of £300 from the Grant Application 2021 budget (Vote – all in favour)

It was **RESOLVED** to pay The Jigsaw Club the sum of £250 from the Grant Application 2021 budget (Vote – all in favour)

It was **RESOLVED** to pay Carers in Bedfordshire the sum of £1,242 from the Grant Application 2021 budget

It was **RESOLVED** to pay Mid Bedfordshire NCT Branch the sum of £1,216 from the Grant Application 2021 budget (Vote – all in favour)

It was **RESOLVED** to pay Flitwick Community First Responder Group the sum of £500 from the Grant Application 2021 budget (Vote – All in favour)

It was **RESOLVED** to pay Kingsmoor Lower School the sum of £250 from the Grant Application 2021 budget (Vote – All in favour)

It was **RESOLVED** to pay Flitwick Village Hall the sum of £1,800 from the Grant Application 2021 budget (Vote – 8 in favour, 1 Abstention)

Cllr Thompson left the meeting.

**e. Public Art Project**

Cllr Dodds expressed concern that FTC would have limited involvement with the Public Art Project at the new station interchange. Cllr Dodds informed Members that he was not

in agreement with accessing Section 106 money for this project as it was felt the money should be spent on public art within the town that more residents could enjoy.

Members shared Cllr Dodds concerns in regards to having limited involvement in the final piece of art selected.

Cllr Badham informed Members that he had been working on a Public Art policy, this was 90% completed and would be shared with the Town Clerk in due course. Cllr Badham suggested once the Public Art policy was completed, the Public Art Working Group meet to action a plan for public art within Flitwick and securing section 106 money.

It was **RESOLVED** for FTC to not work with CBC on the Public Art project at the new station Interchange. (Vote – 6 in favour, 1 abstention)

**f. Wildflower Corridors Update**

Cllr Toinko commented on the importance of the seeds being from a local supplier and using a local seed mix would ensure a better growth and sustainability.

The Town Clerk confirmed the seed mix was being sourced from a local supplier.

It was **RECOMMENDED** to hire a stone burrier at the cost of £525.00 to aid with the planting of the wildflowers. An application for the amount of £525.00 from The Rolling Capital Fund is requested. (Vote – All in favour)

It was **RECOMMENDED** to purchase 22 kilos of wildflower seeds, at a cost of £715 for the Wildflower corridors, being placed in Flitwick at 5 different locations. An application for the amount of £715 from The Rolling Capital Fund is requested. (Vote - All in favour)

**g. Scarecrow Festival**

The Community Services Manager recommended an amendment to the Scarecrow Festival.

The Community Services Manager's recommendation would be to hold the Scarecrow Festival as a community event, withdrawing the competition element of the Scarecrow Festival.

It was **RESOLVED** for the Scarecrow Festival to be a free community event. The competition aspect of the Scarecrow Festival would be withdrawn. (Vote – all in favour)

**h. Community Agent**

Cllr Dann informed Members there is a CAB service in Ampthill that has been running successfully for a number of years. Aragon Housing also offered support to their tenants regarding debt management. Cllr Dann felt the Community Agent roles should have clear responsibilities and care should be taken not to advise on subjects that may require additional training, such as debt management.

The Town Clerk informed Members that the Community Services Manager would contact other Community Agent services within Central Bedfordshire to gain advice.

It was **RESOLVED** for the Community Services Team to undergo training to deliver a Community Agent service from The Hub or The Rufus Centre. The Community Agent Service will offer a drop-in session 1 day a week, with other appointments available when pre-arranged. (Vote – All in favour)

**822. ITEMS FOR INFORMATION**

**a. Community Services Manager Report**

Members noted a report presented by the Community Services Manager.

**b. Public Realm Supervisor Report**

Members noted a report presented by the Public Realm Supervisor.

The Public Realm Supervisor informed Members that FTC had received reports of glass being glued to play equipment within a play area owned by CBC. The Public Realm Team had attended the play area and cleared all glass, making the play area safe. The incident had been reported to CBC.

Members thanked the Public Realm Team for their fast response.

**c. Central Bedfordshire Tree Planting Grant Scheme**

The Environmental Services Manager informed Members that FTC had been successful in securing funding from CBC from the Tree Planting Grant Scheme.

Cllr Toinko asked if volunteers could be utilised to help with the planting of the trees. The Environmental Services Manager would explore this possibility for the next round of funding.

*Action: EMS*

**d. Outdoor Gym Equipment**

The Environmental Services Manager advised Members that additional funding had been received from the Flitwick & District Youth Association (FDYA) to support the project meaning equipment could be installed at Millennium Park and Hinksley Road field.

Members thanked the FDYA and Cllr Lutley for their support.

**e. Environmental Update**

Cllr Toinko asked if an email could be sent to CBC regarding a reduced grass mowing schedule with Flitwick. The Town Clerk stated he had already made this request to CBC and would follow this up.

*Action: Town Clerk*

Cllr Toinko informed Members he had recently been in contact with a resident in regard to starting a community garden, this is something he would like to explore further and would report back to Community Services with further information at a later date.

*Action: Cllr Toinko*

Cllr Badham requested an Environmental heading was added to each Community Services agenda going forward. All updates will be reported under this agenda item.

*Action: ESM*

**f. Budget**

Budget noted.

**823. 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

**824. 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.

CCTV Update – Members received an update on CCTV.

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.