



FLITWICK TOWN COUNCIL
ANNUAL REPORT
2020 – 2021

CONTENTS:

| | |
|---|---------|
| AGENDA | Page 3 |
| MINUTES – note no annual town meeting in 2020 due to Covid-19 | Page 4 |
| REPORTS – 2021/22 | |
| Annual Report – Cllr J Dann | Page 11 |
| Community Services Committee – Cllr K Badham | Page 14 |
| Corporate Services – Cllr I Blazeby | Page 16 |
| Business Services – Cllr A Snape | Page 19 |
| Planning Report – Cllr P Dodds | Page 22 |
| CBC Ward Councillors Report | Page 24 |
| COUNCIL INFORMATION | |
| Town Councillors’ Details: | Page 27 |
| Town Councillors’ Committee Membership | Page 28 |
| Town Councillors’ Attendance Records | Page 30 |
| Meeting Dates 2021/22 | Page 32 |
| FTC Managers | Page 35 |
| Forthcoming Events | Page 36 |



AGENDA

Flitwick Town Council Annual Town Meeting will take place on **Thursday 6th May 2021** via virtual access at 7:30pm.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_k0YTKihLQ7yZRfz10AAOYg

After registering, you will receive a confirmation email containing information about joining the webinar.

1. APOLOGIES

2. MINUTES OF MEETING

To receive and adopt the Minutes of the Annual Town Meeting held on 9th April 2019.

3. MATTERS ARISING

4. ANNUAL REPORT OF FLITWICK TOWN COUNCIL

The Annual Report will be presented by Cllr J Dann.

5. REPORTS

- a) Community Services – Cllr K Badham
- b) Corporate Services – Cllr I Blazeby
- c) Business Services – Cllr A Snape
- d) Planning – Cllr P Dodds
- e) CBC Ward Councillors Report

6. RESOLUTION AND QUESTIONS

For the meeting to consider subjects and resolutions affecting the Town, from Local Government Electors.

7. OPEN FORUM – MATTERS RELATING TO FLITWICK

- a) Town Councillor

Flitwick Town Council

Minutes of the Annual Town Council Meeting held at Flitwick Library on the 9th April 2019

Present: 10 Flitwick Town Councillors,
Acting Town Clerk, Interim Town Clerk & Assistant Town Clerk
CBCllrs F Chapman, C Gomm & A Turner
PCC Katherine Holloway, PC Aaron Dagley & OPPC/Chris Handley
24 Residents

1. **Welcome by the Town Mayor**

The Town Mayor, Cllr Mackey, welcomed everyone and introduced PCC Katherine Holloway to give her report:

Katherine Holloway (KH) introduced herself and advised that she will leave documents with details of what she has responsibility for and what she does not. The only complaints she deals with are those relating to the Chief Constable. Her area has nearly 70,000 residents with good transport links including Luton Airport but this increases the issue of the transport of drugs, weapons and people.

The drug gangs use children (clean skins) which will pass under the police radar and cuckooing, where an address is taken over of a vulnerable person and one of these addresses have been closed this week in Flitwick.

KH has no leeway and the policing has to be within her budget. She is looking at every area to ensure economy and the best uses of staff and savings to come within budget.

KH stands shoulder to shoulder with the Chief Constable and they are fully aware of the issues which are the concern of residents including anti-social behaviour. They have introduced a Neighbourhood Intervention Team, which will be brought in to assist with a specific problem in an area. They are aware of the demand for more visible constables but there is also the need to have undercover constables.

KH wants to promote the signpostforbedfordshire.com website to support victims of crime which started on the 1st April last year, which is backed by a call centre and they have dealt with 34,000 actions in the first year. She is also setting up a second part to support ex-offenders to prevent further victims of crime and to support them so that they do not offend again. The ex-offenders are being offered help before they leave prison and afterwards to get them back into work and housing.

i. A resident asked if there would be a change with the introductions of a new Chief Constable. KH said that the previous Chief Constable had been working on his legacy and new Chief Constable will continue to be committed to community policing, from ground level and concentrating on those individuals who cause the issues. They will have commitment to represent the whole of the community and encouraging employment of staff who can speak languages as this makes us all safer. Also to take residents' concerns seriously including those in rural areas with issues including hare coursing and theft of agricultural machinery. She will be working with the new Chief Constable to support them and all the staff.

ii. A resident asked what is being done about the people walking around at night trying to open car doors. They have previously informed and provided the police with CCTV images but have not had any feedback. KH said she does not have the staff to give individual feedback and within 18 months there will be a digital based scheme to enable downloading of CCTV. KH suggested that the resident speak with the PC Dagley after the meeting. They have 'trap' vehicles with cameras inside to enable them to catch thieves but she continues to encourage everyone not to leave valuables in their vehicles.

Signed Dated

iii. Cllr Blakeman asked how KH maintains motivation within the force when criminals get away with lenient sentences. KH replied that they have no say with regards to sentences but do have duty of care to the officers. She recognises the need to keep up morale and to make sure that every officer is being listened to.

KH encouraged everyone to follow the force on twitter to see what they are doing. Any further questions can be sent to the Town Council to be forwarded onto her for a response. Katherine Holloway left the meeting at this time.

2. Apologies for absence received

Apologies were received from Cllrs Feerick, Sheehan and Quantrill

3. To confirm and adopt the minutes of the Annual Town Meeting held on the 10th April 2018

The minutes of the Annual Town Meeting held on the 10th April 2018 were adopted and agreed

4. To receive reports from the Chairmen of the following and questions from the meeting when the reports have been read

A. Annual Report (presented by the Town Mayor)

'May you live in interesting times'. This allegedly Chinese curse which wishes the recipient a life of uncertainty and disorder seems to be very unfortunately relevant in the situation our Country finds it's self in at this time. Whilst our Nation's interesting times seem to command the headlines, Flitwick has also experienced a year of change and upheaval.

As seems regular, the end of our term as Councillors brings challenges in the continuity we strive to provide to the town. Despite the potential impermanence that the electoral cycle generates, we are supremely fortunate to have a team of staff at Flitwick Town Council who are the envy of our neighbours.

Residents will, no doubt, be aware that our long serving and capable Town Clerk, Carol Carter, retired toward the end of last year. This has left a potentially large gap in our team. However, I am delighted to report that our team has risen to the challenge and continue to perform over and above the call of duty to ensure our Town is as efficiently and professionally run as ever. In Particular, I would like to thank Stephanie James who has taken on the role of Acting Town Clerk and Emma Harris who has become the permanent Responsible Financial Officer. Whilst all the team have played their part, I must stress that Stephanie and Emma have been particularly invaluable to our organisation. Their expertise and hard work has bought us valuable time to recruit the right person to fill the important role as our next permanent Town Clerk.

In addition to our permanent team we have also seen some changes in the Councillors this year. Following the resignation of Vicky Owens, we were pleased to welcome Cllr Dan Toinko. Latterly, we have also lost former Councillors Mark Waites, Keith Badham and Adam Larkins. Due to the proximity of the election it was not required that we fill these seats through election or co-option. I would like to take the opportunity to thanks all those former Councillors who have moved on. Their contribution was valued and appreciated.

Over the last year we have also kept busy with a large number of projects. No doubt my colleague Chairmen will report on the full activity of their respective committees. However, the headline activities of the last year are as follows:

1. The Council has been pleased to note progress in the Station Redevelopment. Whilst this never progresses quite as fast as we would like, we are confident that this project is moving forward.
2. The progress of the new Burial Ground and delivery of the Country Park has been somewhat disappointing. Changes to Environment Agency rules has meant that we have had to obtain further reports and will need to re-apply for planning permission towards the end of May. We are, however, confident that the Burial Ground will be ready to take over as the current facilities cease operation.

3. We were very disappointed to receive a planning application to place a large number of houses on the site off Trafalgar Drive / Canterbury Road. The Council were very pleased to see a packed Planning meeting where we objected to this speculative application. It is always a pleasure to see such a well-orchestrated public campaign to protect our Town from these types of applications.
4. The Council has also commented on the proposed Crematorium. This application was also not supported.
5. As a background to the above application, the Council has also highlighted the continued concern that the infrastructure of our Town has clearly not kept up with the growth of Flitwick.
 - a. We have actively engaged with Bedfordshire Police to make known our issues around crime and community policing.
 - b. We hosted a public meeting with Flitwick Surgery, Bedfordshire CCG and Healthwatch to address residents very real concerns with health provision in Flitwick.
6. We continue to press for the accumulated Section 106 Developer contributions, levied to mitigate the effects of development, to be spent in Town.

As you can clearly see, in addition to these larger, ongoing projects, the Council continues to offer a significant number of life enhancing clubs, programmes and events. We are always pleased to see the effect of these in our community. It is clear that Flitwick continues to be a vibrant and welcoming place to live with a community spirit so lacking in many other places.

When noting these achievements, we must also note the finances of the Council. Flitwick continues to benefit from the operation of the Rufus Centre. It's impact on our budget is considerable. Not only is the Rufus Centre the home of Flitwick Town Council but it is a fantastic venue for both community use and commercial activity.

As a result of the developments adjacent to the Rufus Centre, we have seen some difficulty with noise from our normal operations. We have undertaken significant work to install physical noise dampening measures. Fortunately, in recognition of failures in the planning process, Central Bedfordshire Council have paid for these works. We have additionally implemented a robust noise attenuation procedure in order to remain good neighbours.

As a result of excellent corporate and commercial management we are pleased that our finances are in good health. My Precept report earlier this year highlighted the detail of our now adopted budget for 2019/20. We were pleased to keep our Precept rise to an absolute minimum which is below the rate of inflation.

All that remains is to thank residents, colleague Councillors and our staff for the support they have given me as Mayor during this year. It is always an enormous honour to serve my community and see it thrive in such a fantastic way.

No questions raised

Signed **Dated**

B. Corporate Services Committee (presented by the Town Mayor)

Corporate Services Report 2018/19

As with so many other organisations, last years activity in the Corporate Services Committee saw considerable activity in ensuring the Council's GDPR policies and practices remain robust. We were pleased to note the results of audits by PNC, our GDPR consultants indicated excellent understanding and working practices within the Council.

Our team have attended an in-depth training on the provisions of the General Data Protection Regulations. Whilst the requirements of this subject are very demanding and complex indeed, I am confident that we are in a safe and secure state which presents a very low risk to the Council.

Members were also excited to hear about the ongoing work to create the Flit Valley Walk. The Acting Town Clerk has put in a considerable amount of work on the project. We are further pleased to see community engagement in the form of a group of volunteers working on stabling this welcome addition to our green space. I would encourage residents to walk the trail. There are some lovely views and a profusion wildlife along the route. It is anticipated for the walk to be officially launched this summer.

As both members and staff will tell you, the administration of the Council can be a difficult job. Keeping track of the decisions of the Council is difficult for any Council but for a Council as active as Flitwick this is a real challenge. Members have been considering changes to the way our decisions are logged. We are due to implement a new Action Log to keep the implementation of our decisions transparent and ensure that the follow through is improved. I would like to thank Cllr Blazeby for his work on this project.

As we are coming to the end of our term, the committee has considered a number of different ways to encourage residents to put themselves forward as Councillors. Representing your community is a very rewarding and life enhancing undertaking. We are keen to communicate this to our neighbours. In addition to this we have also discussed inductions for new Councillors to help those recently elected be as effective as possible.

The general communication strategy of the Council is always under review. We are keen to keep our websites and other communication media as up to date and relevant as possible. Residents will continue to see an evolution of both the Rufus Centre and Council websites over the next year.

I continue to be confident that the Council's Corporate Governance is strong. Whether it be our Business Continuity Plan, Standing Orders, Policies and Procedures or Health and Safety, the Corporate Services Committee is committed to ongoing review and improvement. I can safely say that we remain stable, secure and in good order.

i. A resident asked where the Flit Valley Walk would be. The Acting Town Clerk advised that there would be a map and leaflet available for the launch in the summer.

C. Community Services Committee (presented by Cllr J. Dann)

I only recently took over as Chair and credit is due to the previous Chair, former Councillor Keith Badham. I would like to also thank the other members of the Committee, including the current Vice Chair, Mick Sheehan, who has made a valuable contribution to several important projects.

I would also like to express my gratitude to the hardworking staff that service the Committee and are vital to the many services and projects which fall under the remit of this committee.

Your Community Services Committee and its associated panels look after those aspects of Flitwick which make our lives more colourful and enjoyable, from the allotments and some of the planting of flowers in communal areas, to the Christmas lights, the play areas, the green spaces like Manor Park, and the big community events like our Carnival, the Car Show, and the many community events held at the Rufus Centre, including the lunch club, Films@Flitwick, and the dance events.

None of these would happen were it not for the dedication of the staff and also of many volunteers.

You may have noticed that we are asking for volunteers to help us make a success of the Carnival on 8th June. If you can help, there are plenty of jobs to do throughout the day.

At the Town Meeting, you will be able to look at our plans for the refurbishment of the playground on the Millennium Park- do make sure you take a look.

In the coming year, you will also notice new planters in areas of our town. With these, and with any aspects of community life, we are always pleased to receive your comments and suggestions, so do keep in touch, look at our FaceBook page, the Flitwick papers and our other communications.

- i. A resident asked where they can view the plans for the Market Towns regeneration. They were advised that these were available on the CBC website.
- ii. A resident asked if the Market Towns regeneration will ever be completed. They were advised that it was due to start in June this year and the delay had been with issues CBC had had with the contractor.
- ii. A resident raised an issue regarding rubbish build up in the Millennium Park especially after a summer weekend and if a previous suggestion of chicken wire on the fence to prevent rubbish blowing across the road was going to be put in place. They were advised that there is litter picking by staff every day except Sundays and signs have gone up about not driving on the grass and that music is not allowed. The Town Council are currently investigating the installation of CCTV cameras in the area.

Signed **Dated**

D. Planning Committee (presented by Cllr J. Dann on behalf of Cllr Sheehan)

The Planning committee is made up from 5 Councillors and is chaired by Mick Sheehan. We are an advisory body to Central Bedfordshire Council (CBC) and provide comments to planning applications.

In the period up to 01/04/2019 Flitwick Town Council (FTC) received over 105 applications for consideration.

Some of which have been controversial and have brought some great discussion and feedback from you, our local residents. These have included the proposed CBC crematorium, The Trafalgar Drive Development to name but a few in which, saw over 70 residents attending. The Committee meets every 3 weeks and we actively encourage members of the public to attend to help better reflect the wider view of the residents to a particular development or planning proposal. Throughout 2018/2019 the committee have continued to push forward with CBC to get further clarity regarding the Market Town (including the Barclays Bank frontage) and Railway Station Regeneration schemes.

The market towns related highways scheme will look to be delivered early summer 2019. It is exciting to note that these schemes will see the creation of Piazza area outside of Barclay Bank and pedestrianization of Kings Road.

As a Committee we share the concern of the town`s residents with regard to the lack of infrastructure such as, schools, recreational facilities, medical provision, parking and traffic.

The committee work closely with our CBC Ward councillors and members of CBC Council to ensure that we are getting the best understanding of submitted planning applications.

No questions raised

E. Business Services Committee (presented by Cllr Blazeby)

As it's the first time I have had the opportunity to Chair this particular Committee, I would like to thank my fellow Councillors and Committee members over the course of the year : Councillors Lutley, Roberts, Thompson, Toinko and Williams, as well as bit-part player Councillor Badham and of course Mayor Mackey.

They generally all turned up to our regular monthly meetings in good humour and I hope we managed to look afresh at the committees remit and its associated activities. I'd also like to thank the Council staff who marshalled our machinations into readable minutes and sensible and legal decisions.

For those unfamiliar with the structures and processes of the Town Council, the Business Services Committee is primarily involved with managing the business activity of the Rufus Centre, as well as overseeing the financial activity management of the Councils assets.

Over the last 12 months our aim was to make 'common-sense' decisions, in order to provide 'value-for-money' services and events for the people of Flitwick.

The following have also been done:

- Revised earmarked reserves
- Full maintenance report for the Rufus Centre
- Launch of the new Rufus Centre website
- New Rufus Centre Manager starting in May
- Rufus Centre solar panels were turned on in early September last year

No questions raised

6. To receive written reports from the Council's representatives on outside bodies

No questions raised following the issue of the written reports

7. To receive reports from Central Bedfordshire Councillors

We have again to report that the past year has been challenging financially with constraints affecting all CBC activities.

Extra spending is needed in the particular areas of adult & children's' services where there has been, and will continue to be, growing demand in helping our most vulnerable residents.

For the financial year 2019/20 the CBC element of the rise in Council Tax rise has been kept down to just 1%. As a result of some £15m of savings made over the past year it does mean that CBC is still able to invest more in key areas.

This is markedly different to some of our neighbouring authorities who not only have substantially higher rises but also planned more cuts to their services.

The popularity of the new leisure centre has exceeded expectations and extra funding has been secured to extend & improve some facilities in keeping with customer demand.

A planning application has been made for a new crematorium to be located on land off Fordfield Road in neighbouring Steppingley parish which will provide much needed extra capability for Central Bedfordshire residents.

There is also a planning application for a mixed development of properties for the over 55s and mini Care-Village comprising both extra care and residential care on the old leisure centre site, which has been an eyesore for a long while now.

The privately built & run 75 bed residential care home by 101 Garage will also be opening shortly.

Unfortunately the Station Area regeneration scheme proposed by CBC & its partners Network Rail & Govia, has seen slow progress which is extremely disappointing. Work does continue, however, on finding a scheme financially acceptable to all parties involved that presents a sustainable future.

We are hopeful that the transport interchange element of the scheme will be progressed independently of this though and be bought forward to improve access.

We continue to have regular meetings with both Network Rail & Govia. The feelings and absolute frustrations of passengers following the disastrous new timetabling last May were made absolutely clear to their representatives.

There have been considerable improvements overall, except for the weekend frequency which itself should see schedule improvements from May this year.

The long-awaited and overdue new heated waiting room on platform 1 is finally planned for delivery this Spring and the very much needed step-free access has been given urgent priority by Network Rail.

Signed **Dated**

We will continue to press them for the earliest possible start date.

The Local Plan for Central Bedfordshire has been submitted to Central Government and it is expected their Planning Inspector will commence his work in May.

- i. A resident asked about the school crossing patrol and whether the suggestion of a pelican crossing had been looked into. This will be raised with the school safety officer.
- ii. A resident questioned why two traffic signs which were clearly not working properly and questioned the location. The CBCllrs were aware of the issue.
- iii. A resident asked what the justification was for the speed humps when there was no evidence of speeding, air pollution and only one accident which was not related to speeding. CBCllrs had been informed by CBC highways that they were needed.
- iv. A resident asked if the station regeneration scheme was actually going to happen. The CBCllrs acknowledged that it had been discussed for 30 years and it was going to happen. The car parking had to be retained but the majority of the land is now owned by CBC and this makes the delivery of the scheme easier to deliver.
- v. A resident asked following the Town Council Planning meeting where the crematorium had been objected to, had the CBCllrs taken the objections back to CBC planning. CBCllrs confirmed that they had.

8. To note accounts of the Flitwick Combined Charities

The accounts were noted.

9. To deal with any other business

A resident wanted to express their thanks to the reception staff at Flitwick Town Council as they were always very helpful.

Update on Crime in Flitwick from PC Aaron Dagley

PC Dagley (AD) is based in Biggleswade but lives in Flitwick. He covers 14 towns and villages in the area. If anyone wants to visit the station, please call first to arrange a visit.

His role involves reassuring victims of crime, investigating all disputes and issuing warrants. He investigates crime and supports other crime investigations. He is in contact with local businesses, voluntary and charity groups and supports groups such as street watch and neighbourhood watch. He works with Town and Parish Councils.

AD will be doing more community surgeries including pop up surgeries in the summer including crime prevention events and giving advice.

There is a survey available for the public to have their say and what they want prioritised. They are looking for special constables which is very rewarding voluntary role.

AD is addressing those who do the most harm by issuing anti-social behaviour notices, getting the parents onside with the youth anti-social behaviour, supporting vulnerable people, stop and search where needed and working in partnership with the CBC.

No questions raised.

The meeting closed at 9.38pm

Signed Dated

Annual Report - Cllr J Dann

Welcome to our Annual Town meeting, and thank you to all elected councillors, officers and members of the public present.

This would normally be an annual event, but we were not required to hold one last year due to the lockdown. Due to us all being more familiar now with virtual means of meeting, we are able to, indeed required to, hold a meeting this year. In terms of regular council meetings, over the last year, we have been allowed to hold meetings virtually, but, as it happens, from tomorrow, we are allowed and required to meet again in person. Council and Committee meetings will be face to face, with members of the public welcome to join online.

Members have embraced the new technology over the year, and a lot has been achieved without us meeting physically. I could reference Handforth Parish Council at this point, and Jackie Weaver, but the worst we have experienced is some unruly pooches.

One aspect of us holding meetings online has been an increase in attendance from members of the public, and this is to be welcomed and celebrated. We hope that members of the public will continue to attend when we return to in-person meetings, even if public attendance will continue to be online for the time being.

Members have also sought to make themselves available at surgeries, including regular attendance with officers at our stall at the market, although of course, lockdown put paid to some of these. Some surgeries have been online. These have not been hugely successful but it was worth trying. We have renewed our commitment for now to attend surgeries at the market and offer alternative times and venues and an online option, and we would welcome any suggestions. I much prefer to hear from the public via attending a meeting or a surgery (or via our own social media channels). We also have our phone numbers available to the public.

As Mayor for the last year, it has been sad for me to see so many events cancelled, and my opportunities to meet people severely curtailed. I can assure you that our flagship events- the carnival, the dog show, our car show- will be back as soon as it is considered safe. There is a car show planned but the council is not currently directly involved.

But I have been pleased to present awards to the winners of the Flitwick Festive Fun Christmas decorations competition and hear about the charities that have benefited from the prize money. I have attended a meeting with the Lord Lieutenant as she commissioned some new Deputies and I attended the Bedfordshire Service of Thanksgiving for HRH Prince Philip. Next week, I will be presenting the awards from last year's Community Award scheme, before we launch a new scheme soon.

My nominated charities for this year have been the Need Project who have been supplying and delivering food to those in need in Flitwick and the wider Central Beds

area, and the domestic violence service of Victim Support in Bedfordshire. Thank you to everyone who has donated in any way.

Lockdown and the pandemic have seen the people of Flitwick being very creative and supportive in helping their neighbours, offering their time to the Community Lifeline set up by Councillor Mackey, and finding ways of entertaining and engaging the community, from last year's car show that took place in the town, to the window art and the fairy doors and Halloween trail in the woods.

While official FTC events have been scant, FTC staff have been keeping in touch with some of our regular customers by telephone, there have been online resources for children produced, and there have been some lunch deliveries to people who would otherwise have come to our Rufus Centre lunch club, aided by some council members and members of the public as volunteer drivers.

While we have missed a lot of our regular activity, we have in fact been putting in a lot of work behind the scenes that will set the stage for a range of improvements to how we deliver services. Under the management of Rob McGregor, our Town Clerk, we have reviewed a large range of policies, and we have reviewed our staff structures. As a result, we feel able to seek a formal accreditation for how our council operates through the Local Council Award Scheme (LCAS). The scheme has been designed to celebrate the successes of the very best local councils and provide a framework to support all local councils to improve and develop to meet their full potential. The scheme offers councils the opportunity to show that they meet the standards set by the sector, and put in place the conditions for continued improvement.

Under Jon Barkat, the Rufus Centre manager, we have undertaken the refurbishment of many areas of the building, including meeting rooms, public areas and some staff area offices. We have opened the Rendezvous Café which has been a great success, visited by many, hosting local groups, and evening events when we could, and maintaining a takeaway service when we could not be open.

We are also very pleased to be hosting the Covid Vaccination centre, meaning that local people have not had to travel too far for their jabs. I would like to thank all of those volunteers that gave their time to assist the operation- I met some of them after attending for my own jab. The process has been very smooth so thank you to all involved.

I am very pleased that we have been able to hold the FTC precept as it was for last year. I know that technically, your bill if you are in Band D shows a 0.3% increase, but the difference across the board has only been extra pennies.

We have had some comings and goings among Council members. In the last 2 years, we have lost Councillors Janet Blakeman, Ryan Coleman, Philip Thompson and Michael Halligan- we thank them for their service and contribution, particularly

Philip Thompson who has served this town and council over many years. We have gained in the last year Councillors James Gleave and Clair Thompson. Within a very short time, we will be back to full strength following today's election and the ongoing co-option process. You will see as part of the papers to accompany this meeting some statistics about councillor attendance at meetings. Flitwick Town Councillors are all volunteers, not paid for their attendance or reimbursed for expenses. Speaking of the election today, there may be certain areas we cannot discuss because of what is known as the 'purdah' period, whereby local authorities cannot make announcements that might look like they are seeking to influence voter intentions. That includes the Police and Crime Commissioner elections.

One of the things that we have been working on behind the scenes is our new Strategic Plan- how we see Flitwick and FTC developing over the next 5 years, and what might be our priorities for developing services and amenities. We will be launching the draft of our Strategic Plan for public consultation in the coming days. We have been through an intensive series of meetings with members, to explore a range of options and reach the draft plan we now have, and I would to thank all the members who input into that process. It is a great piece of work that will set the scene for the next few years.

But now, it is over to you to have your say. When you are able, and we will publicise when it goes live, please download a copy, or ask for a hard copy, and let us know your thoughts. I hope that as many people as possible will take the opportunity to contribute to the Future of Flitwick.

Community services Committee - Cllr K Badham

Good evening everybody, and thanks for coming along tonight. Community services are Responsible for administration, community development, burial ground, leisure, play areas and services and events for the local community.

I was going to try and get through this report without mentioning COVID, but alas, it has cast such a shadow over all that we do as a council that this was impossible. However, I am very proud to associate myself with the work of the staff at FTC and my fellow councillors who have done so much in the last year to lessen the impact of this terrible year.

We have seen a number of significant developments in terms of the work we carry out. Manor Park has seen a lot of activity, with the welcome return of Cattle, excellent stewardship, huge improvements to the fencing, a brand new gate which now conforms with the original planning consent, and many plans going forward to return the park to its former glory, and be a jewel in the crown of Flitwick. The local residents have been very helpful with their input.

Whilst we are on the subject of the environment, we are looking to improve our relationship with nature. We set up a working group who have been doing great work on local environmental issues, and as many of you will have seen, have started with wildflower corridors at a number of locations around the town. We look forward to seeing them bloom for years to come. We recently had a meeting with Central Beds council with regards the environment and sustainability moving forward and hope to continue this relationship.

At Millennium park you will have seen the addition of the basketball facility, which was part funded through the Violence Exploitation Reduction Unit (VERU) at Beds Police. It is already a popular facility, and we wanted to say a huge thank you to our Youth Services provider 4YP for helping with the fundraising for this. With the new playpark, the Hub the skatepark, and the basketball facility, it's a really good thriving area for young people. Back to 4YP, myself and Cllr Snape went on a walkaround of the town, and got an insight into the excellent work that 4YP are doing with the young people. Whilst every town has difficulties with some young people, we are very proud of the work that is being done to prevent this with outreach and education.

We have set up a S106 working group to ensure that Flitwick receives its fair share of money from developers of developments in and around Flitwick.

We have set up a public art working group to ensure that money allocated to us for this purpose is spent wisely and appropriately.

We are in the process of setting up a Youth committee, to work with the young people of Flitwick and to give them a voice and an interest in local democracy.

We have developed a new Local Grant strategy, which has given thousands of pounds to local organisations and projects.

As far as events are concerned, obviously, it has been difficult, but our team have been working on what they can within the government restrictions, and planning for the future when those restrictions are lifted.

We have a new supplier for our Christmas lights, and whilst it was not possible to hold a switch on event, we received lots of positive feedback from residents for the new display

In October half term we were able to fill some gaps in the free school meal provision by providing free take away lunches for the young people of Flitwick.

We now look forward to the future with the return of events, a new staff structure, and a new strategic plan, which I believe will make Flitwick a Community to be proud of.

Chair of Corporate Services Report 2021

Introduction

Without doubt 2020 was a year like no other. Curtailing so many lives and altering others in fundamental ways. So much of what we aim to do as a Council was understandably put on hold while we all, as individuals, tried to adjust to a continually changing 'new normal'. However, the Council, its Committees and Staff have sought to adapt in order to retain as much of our normal operations as was sensible, achievable and justifiable, while continuing the key project activity that was already started, albeit at a reduced pace, mainly dictated by wider societal lockdown restrictions.

What do we do?

For those not aware of the roles of the different Council Committees, Corporate Services, that I chair, is responsible for the initial shaping, planning and development of council projects, before they are handed over to be run and maintained by other committees or parts of the Council structure. The Committee also oversees the general communication of Council activities and services through The Council Website and Flitwick Papers.

The Committee's six members meet monthly. We have robust, open and honest debates which I believe means we reach better decisions, ensuring that proposals are properly discussed and that residents get value for money.

What have we been doing over the last 18 months?

Unfortunately, it took far longer than expected to gather the full and detailed information to complete the Council asset review that we embarked on in late 2019. This had a knock-on effect on our ability to consider the best use of the money that might be released through the sale and development of specific land assets the Council own, in order to fund key projects that had been discussed, if not yet fully committed to by the Council. That review has finally been completed, allowing us greater clarity on what finances are available to us.

Market Town Project Closure

The late completion of work funded by Central Beds Council as part of their Market Towns initiative has also provided closure and finalisation of the money that Flitwick Town Council were required to commit to the project. This has also had an impact on our need to raise the, initially mandatory, match funding. I can confirm that Flitwick Town Council have no further responsibilities or expected costs resulting from the CBC Market Town project. The final Flitwick Town Council spend on this initiative was £41,118.33, significantly less than the £900k originally required. CBC have confirmed their own spend to us as £567k.

The Town Council are hoping to arrange more frequent use of the newly developed area in front of Barclays Bank to put on more community activities. But this will only be achievable with the consent of its private landowner and discussions with CBC.

An update on other key projects

To ensure the widest possible discussion and scrutiny on other key projects that would normally have been managed through the Corporate Services Committee, these initiatives were 'referred' back to full Town Council meetings.

Following the asset review a number of other key factors have impacted the Councils view on their continued involvement in some projects and affected our approach to others.

Key influences:

- The value and saleability of our land assets
- Further exploration of the costs of the potential projects
- Clarification of our legal obligations
- Further discussion with impacted local organisations
- Planning Applications for other developments in Flitwick
- Feedback from residents

Development of land at Station Road: I can confirm that the council are not now intending to develop either senior citizen housing or the originally proposed new joint Scouts/RBL building at the location.

As an alternative, Council Officers are in continued discussion with the local organisations which we already support (The Guides, The Royal British Legion, The Sea Cadets, The Scouts) to extend their current building leases, as they have requested, and to look at other ways in which we can support their aspirations.

Maulden Road Burial Ground: Flitwick Town Council are not aiming to create a burial ground at the location. The latest ground surveys carried out confirmed that the poor drainage of the area would require investment of over £600k to deliver the discussed site. We also discovered that contrary to previous advice we had been given that the legal obligation to provide increased burial space doesn't rest with us as a Town Council. This combination of factors has led us to decide we are not in a position to deliver this project ourselves, regrettable as that may be.

The 'Country Park': Rather than imposing a more formalised style landscape on the land at Maulden Road, the Council are now aiming to re-wild the majority of the site with a mixture of trees, wildflower planting and possibly a community orchard. This approach is more cost effective than the large maintenance costs associated with a 'highly managed' area, but at the same time it will allow the area to develop a more natural environment in the coming years and continue to be enjoyed by the range of current users.

Land off Steppingley Road, adjacent to current Allotments: The Council are considering the sale or development of this site for some form of housing, in line with the proposed Central Beds Council local plan. The money provided by this development will be used, in addition to the precept, to support the new Flitwick Town Council Strategy, consultation on which is being launched following this meeting.

Improving Communication

Within the new Council staffing structure there are increased resources dedicated to communication. This will allow us to increase the current scale and scope of the promotion of all things 'Flitwick'. The new Flitwick Town Council website that was launched last September last year created a much more flexible platform to communicate to and engage with residents, businesses and local organisations. A supporting communications plan will enable more relevant, speedy and targeted content to be shared on all our online websites and through an increased range of social media channels. We will also be returning to the physical publication of Flitwick papers, on a trial, quarterly basis.

An updated strategy for consultation

As trailed by the Mayor, I am pleased to announce the publication, this week, of the draft Town Council Strategy to take us up to 2025.

With the refreshed enthusiasm of many new Councillors, the document includes a more focused view of our updated priorities and a clear intent to support the proposals with a delivery process which will be embedded within the main structure and organisation of the council's day to day workings.

I would recommend that you get hold of either an online or physical copy of the new strategy and take the opportunity to complete the associated feedback survey, which we will use to inform our adoption of a final Strategy document in June.

Chair of Business Services Report 2021

Introduction

Echoing my fellow Councillors, I am proud that the Town Council has still been able to make progress on some of our projects, as well as serving the community in meaningful and diverse ways. 2020 has, without doubt, been a year like no other and the pandemic has forced us to adapt and to find new ways of doing things.

What do we do?

The Business Services Committee is responsible for overseeing and monitoring three key areas of the Town Council's activities.

Firstly, it is responsible for managing the Council's finances ensuring that we meet all legal requirements expected of local authorities, planning and managing our budgets, managing capital and also ensuring we have adequate reporting to allow Councillors and our team of Managers to make informed decisions.

Secondly, it manages our commercial business based at the Rufus Centre, providing serviced office space to local businesses and a successful hospitality and events venue. The primary aim of our commercial activities is to generate a profit that we can use to re-invest into the Town and to reduce the burden on the taxpayer. The committee also manages the Rufus Centre site, ensuring that this asset is looked after and developed to continue to provide a community hub.

Finally, the committee manages the IT function of the Town Council, ensuring that our staff have access to the right tools to get the job done and to enable flexible working, something that has been pivotal to keeping our operation going throughout the pandemic.

The Committee's eight members meet monthly to discuss both business-as-usual matters and projects and initiatives related to developing the business. The committee works in partnership with the Business & Facilities Manager who manages the Rufus Centre on a day-to-day basis.

Update on the Council's financial position:

Thanks to good financial management and not living beyond our means, the Council went into the pandemic in a strong financial position with adequate general reserves to protect against external challenges. The income of commercial activities is very welcome when times are good, but unlike many other Town Councils, Flitwick is exposed significantly to external factors because of the scale of our business and the focus on hospitality.

On the advice of our Town Clerk and his team, Councillors quickly made decisions to reduce all unnecessary expenditure to minimise losses at the beginning of the pandemic. With the exception of our serviced office business which has been unaffected, our income from the hospitality and events side of the business went to almost zero overnight. As a precepting authority, the only Government support

available to us was the Job Support Scheme and we are very grateful to the staff members working in the commercial side of our operation who helped us by agreeing to be furloughed.

As well as facilitating a vital service for the community, the income we receive from hosting the Vaccination Centre has allowed us to balance our books and as you will have seen from the Town Mayor's announcement earlier in the year, we were able to avoid increasing the precept, which I'm sure you will agree is a real achievement under the current circumstances.

Rufus Centre Refurbishment

While the building has been closed, we took the opportunity to invest in the fabric of the building addressing some long-overdue projects to improve the Rufus Centre:

- Not a glamorous topic but very important all the same, we have refurbished every set of toilets in the building. The toilets hadn't been refreshed since the building opened in 1998 and were in a poor state of repair.
- We have refurbished all of our meeting rooms including new audio visual equipment and installed a new high-speed Wi-Fi service covering all public areas of the building.
- We have also refurbished our reception area, our staff room and re-lined the carpark increasing the number and improving the location of disabled spaces.
- We have relocated the Council Chamber to a larger room on the 1st floor of the building and installed a video conferencing system which will allow us to hold hybrid meetings and to upload recordings of meetings to our website increasing accountability.
- Finally, we have refurbished the former dining hall to create the Rendezvous Café and have re-wired our commercial kitchen to cope with the additional catering requirements.

Rendezvous Café and using the site for community events

Perhaps opening a café during the pandemic was a brave move, but this has been a long-term aspiration of the council and it made sense for us to push forward with the refurbishment while there were no customers in the building.

We opened with little fanfare in August and we have been absolutely thrilled with the support from the community with many of our customers hearing about the Rendezvous Café through word of mouth. The café has been so successful, that we generated a profit in both September, October and December, and we are hopeful to return to profitability as soon as we reopen fully on the 17th May.

As well as providing a safe space for our community to meet and encouraging the residents to make more use of the building, we have also been able to provide a number of social events during August and September when there was very little else to do. These included Friday Nights at the Rendezvous delivering live music which restarts later this month, a comedy night and in partnership with a local

cinema company, an outdoor cinema weekend which was attended by over 1,500 residents. At Christmas, we were able to deliver a sold out “breakfast with santa” and Santa’s grotto experience, receiving great feedback from the community.

Members of the Committee are currently working with staff to continue developing the business and to ensure that the Council uses the building to the maximum benefit of our community including creating more office space for rent and increasing usage by community groups.

The success of our business is down to our talented and very hard working staff at the Rufus Centre and on behalf of the council, I would like to thank them for their significant contribution this year under very difficult circumstances. We could not have done this without each and every one of you.

Chair of Planning and Highways Report 2021

Introduction

2020 has been a remarkably busy year for the committee and we have continued to work with Ward councillors and the Central Bedfordshire Highways to support local residents in all activities that are reported on by this committee.

What do we do?

For those not aware of the role of this committee.

We review planning applications in the town and pass comment on the applications following the guidelines produced by Central Bedfordshire and the Government. If applications are called in for further scrutiny by Central Bedfordshire Council, we have the opportunity to attend this review and make comments to Central Bedfordshire Council.

We have a working group that report Highways issues to Ward Councillors and Central Bedfordshire Highways to support resident's issues and the condition of Highways (Footpaths and Roads).

We also comment on works to protected trees in the town to ensure they continue to thrive where possible and where diseased trees need to be removed recommend new planting of trees.

The Committee's six members meet every three weeks. We have a wide variety of experience and knowledge on the committee which enables a balanced approach to our deliberations and reporting and where required if a major project refer items to full Town Council for deliberation.

What have we been doing over the last 18 months?

Planning Applications

During the pandemic we have seen an increased number of applications for extensions to properties which has no doubt supported the local construction industry in difficult times and supported residents in improving their properties. The vast majority of these have been supported by the committee where the applications clearly meet the planning requirements. Where the committee found the guidelines have not being adhered to our comments have been constructive to Central Bedfordshire Council.

We have seen several large developments come along to the town: -

The Aldi Development was supported with comments made and attendance by a Committee representative at the call in by Central Bedfordshire Council and we await the outcome from the resubmission to Central Bedfordshire Council.

The Station Interchange was supported, and our comments included the issues of speed of vehicles and road layout in the area and the need for more buses to other towns to reduce parking issues in the town and make for a more sustainable and environmentally friendly approach to public travel.

The Re-development of the old leisure centre site was supported, and comments were passed again about the speed of vehicles on Steppingly Road and the increased demand on health services in the town from large developments as well as where possible reducing the number of trees removed.

The Crematorium on Fordfield Road – was not supported by the committee and full council and we continue to support both Steppingley and Ampthill Councils in the objection to this development due to its planned location on green belt good quality farmland and accessibility/ safety issues on the access road network.

The council has also commented on several infill projects, some of these have been objected to, as over development of the land. The council where possible will support infill development that is appropriate and in keeping with the surroundings and as per new development guidelines.

We have commented on the Local plan and the impact that large developments in other local towns have on Flitwick especially in relation to parking and availability of public transport into the town to alleviate parking issues. We also commented on the impact of the local plan on local services such as Dentists and Doctors etc which is becoming a major issue and needs to be kept proportionate to development.

Highways –

We have undertaken a couple of walks around the town and spoken to residents about highways issues and these were reported back to Central Bedfordshire Highways and several issues have now been resolved.

In recent months thanks to Central Bedfordshire Council adopting the 'Fix my Street App' it is now easier to report issues such as streetlights, hedges, trees, paths and potholes with faster response times. We have regular meetings with Highways to monitor progress and have through this process seen work carried out in Flitwick to make the highways better.

Speed in the town is one area where we do get a lot of comments and we are currently trying to launch a Speedwatch project with Steppingley council to try and reduce the speed of vehicles in the town especially near and on school routes. To enable this to be a success we require volunteers to support the programme and welcome support on this initiative. Speed reduction programmes such as the one in Froghall Road are expensive and not financially viable across the town so this initiative is especially important to the safety of local residents.

If you want to volunteer, please contact the Town Council and we will be happy to talk to you.

Trees –

In Flitwick there are a lot of protected trees and any work on these must go through a planning approval and we comment on these in relation to the pruning and removal of diseased trees. The council in these cases are guided by the officers of Central Bedfordshire council with all applications approved if supported by Central Bedfordshire Council.

CBC Ward Councillors Report

Highways

Ward Councillors have been monitoring closely the issues on our highways. We have been fortunate to see a number of projects completed albeit not always to the best standard. Where this happens, we have been in contact with the Highways Department and can usually arrange for a recall to repair defects or as was the case on Ampthill Road, re-lay the entire surface.

Unfortunately, in some cases we have also seen major delays to project completion. This is, in large part, due to the effect of the pandemic. We have seen disruption from office level through to the supply chain. This has all had a material effect on project delivery.

We have also taken a great interest in upcoming projects in the CBC pipeline. The CBC Annual Highways Plan is produced to address issues through both planned maintenance to repair defects or upgrade heavily worn roads.

This year we have been especially disappointed with the new iteration of the plan. One would expect a Town the size of Flitwick to have a number of projects annually to address the appalling state of some of our footpaths and roads. Unfortunately the plan shows only one major resurfacing and a few smaller projects. This is wholly insufficient .

We have engaged the new Head of Highways for CBC and asked to ensure that a definitive list of priority areas in Town is compiled. We have given the Officer a list of what we see as an urgent set of requirements in the area. We are hopeful that with sustained pressure, a more sensible list will be produced for next year.

Additional Restrictions Grants

We have been following the effects of the pandemic on businesses closely. It has been heartbreaking to see so many businesses struggle in the face of restrictions imposed out of necessity by the national government.

To mitigate the losses from restricted trading, the government has released a number of grants to businesses. Unfortunately the scale of support has not been sufficient to meet the need amongst business owner but most have taken the approach that every little bit of support is welcome.

Ward Councillors have been able to support a number of businesses in accessing funds disseminated by CBC. On occasion, we have also been able to assist businesses in appealing wrongly applied criteria in the grant assessment phase when businesses have been denied funding.

Outrageously, there were some who still fell through the cracks and received no support whatsoever. The government eventually created the ARG scheme to address these issues. Unfortunately CBC struggled with the implementation of the scheme.

Ward Councillors have been involved in the campaign for fair dissemination of ARG funds. Over two rounds of funding, the rules have been both arbitrary and confusing. We have been approached variously by individual businesses and even whole business sectors to assist with the issues their applications had encountered.

After consistent pressure in both the media, meetings and behind the scenes actions, we were able to force CBC to apply a fairer criteria. Unfortunately there are still further issues which need to be addressed but Ward Councillors will continue to fight for residents in need of assistance.

Transport Interchange

The new Transport Interchange at Flitwick station is considered an important part of the Town's regeneration and the funding for the Interchange has been made available by CBC and SEMLEP (South East Midlands Local Enterprise Partnership).

Whilst separate to the scheme, Network Rail are developing proposals, in parallel, for the provision of full step free access to all platforms at the station, and this is due to be delivered by 2024 and will result in a new footbridge and lifts to all platforms.

The total of £4.8m set aside for both these projects includes the future step-free access programme which is the responsibility of DfT and Network Rail and independent of CBC.

The Interchange scheme will improve how the station is accessed by pedestrians, vehicles and cycles. Buses that currently use stops located on the High Street frequently cause traffic congestion backing up to the Tesco roundabout will now stop at the interchange, improving the traffic flow in the Town centre and it's hoped an opportunity will be taken by the bus operators to connect with rail services and give a better connectivity to surrounding towns and villages in Central Bedfordshire. The provision of combined bus and rail live departure information will be included.

There will be changes as to how the Tesco store is accessed from Steppingley Road and the take away food shop will be demolished very soon. The business itself has relocated to Franklin House.

The current overgrown old bungalow site next to Franklin House will be tidied up on a regular basis until such times as it may be included in another station development scheme.

Fully detailed plans are available for public viewing on the CBC Planning Portal on its website.

New Care Home - site of former Leisure Centre Steppingley Rd CB/21/00199

This project is in the final Planning Stages and will be a brand new Care Facility run by CBC and replacing Ferndale Care Home which is planned for closure. This facility will be a vast improvement on the Ferndale Home and offer a much more sophisticated and up-to-date facility whilst satisfying a statutory and recognised need for older persons' facilities in the future.

The site has been empty since the old Leisure Centre was demolished and replaced by the current excellent facility further down Steppingley Rd.

This new development will comprise 88 Independent Housing Apartments, a residential care home consisting of 72 bedrooms, an 8 bed short breaks facility, with associated ancillary uses including community, hair salon, cafe, and health unit for medical professional visits. A roof terrace, community garden area and tastefully landscaped gardens.

Outline planning permission is also requested for a "downsizer" residential development on the same site.

Residents are encouraged to examine these planning proposals by accessing CBC's Website Planning Portal and entering the above reference number.

Ward Councillor Grant Scheme

All three Ward Councillors are allocated an amount of money which they are permitted to disburse to local groups and organisations.

They have so far contributed to Flittabus, Steppingley Parish Council, Young Health Watch Central Beds and Flitwick Cricket Club.

There was also a special COVID allocation which was given to the Parish Church during the crisis to enable the church to provide meals to families who were shielding or in need during the pandemic.

Your Ward Councillors encourage local clubs, groups and organisations that are for the benefit of local residents to contact them to ascertain whether they qualify for these grants.

Your local Ward Councillors are always available to discuss any issues that are raised by residents. Obviously, the pandemic has severely restricted their abilities to hold surgeries or face-to-face meetings during the past year, but we hope that life returns to some sort of normality in the not too distant future.

neil.bunyan@centralbedfordshire.gov.uk

charles.gomm@centralbedfordshire.gov.uk

gareth.mackey@centralbedfordshire.gov.uk

Town Councillors' Details

| | | |
|-------------------|--|-----------|
| Cllr A Lutley | annelutley@flitwick.gov.uk | East Ward |
| Cllr J Roberts | johnroberts@flitwick.gov.uk | East Ward |
| Cllr R Shaw | russhaw@flitwick.gov.uk | East Ward |
| Cllr I Blazeby | ianblazeby@flitwick.gov.uk | West Ward |
| Cllr J Dann | jeremydann@flitwick.gov.uk | West Ward |
| Cllr G Mackey | garethmackey@flitwick.gov.uk | West Ward |
| Cllr M Platt | martinplatt@flitwick.gov.uk | West Ward |
| Cllr D Toinko | dantoinko@flitwick.gov.uk | West Ward |
| Cllr M Williams | maureenwilliams@flitwick.gov.uk | West Ward |
| Cllr P F Dodds | pauldodds@flitwick.gov.uk | West Ward |
| Cllr P Earles | patriciaearles@flitwick.gov.uk | West Ward |
| Cllr A Snape | andysnape@flitwick.gov.uk | West Ward |
| Cllr K J L Badham | keithbadham@flitwick.gov.uk | East Ward |
| Cllr C Thompson | clarethompson@flitwick.gov.uk | West Ward |
| Cllr J Gleave | jamesgleave@flitwick.gov.uk | East Ward |

FLITWICK TOWN COUNCIL
Committee Choices & Senior Roles for 2020/21
 (agreed at Town Council 19.5.20)

TOWN MAYOR – Cllr Jeremy Dann

DEPUTY TOWN MAYOR – Cllr Andy Snape

| Corporate Services | Business Services | Community Services | Planning Committee |
|--------------------------------|-----------------------------------|---|-----------------------------------|
| Cllr Ian Blazeby (Chair) | Cllr Andy Snape (Chair) | Cllr Keith Badham (Chair) | Cllr Paul Dodds (Chair) |
| Cllr Gareth Mackey | Cllr Keith Badham | | Cllr Jeremy Dann |
| Cllr J Roberts (Vice Chair) | Cllr Ian Blazeby | Cllr Jeremy Dann | Cllr Patricia Earles |
| Cllr Russell Shaw | Cllr Paul Dodds | Cllr Paul Dodds | Cllr Martin Platt (Vice Chair) |
| Cllr Andy Snape | Cllr Ann Lutley | Cllr Patricia Earles | Cllr Russell Shaw |
| Cllr Dan Toinko | Cllr John Roberts (Vice Chair) | Cllr Ann Lutley | Cllr James Gleave |
| | Cllr Maureen Williams | Cllr Martin Platt | |
| | Cllr James Gleave | Cllr Dan Toinko (Vice Chair) | Vacant |
| | | Cllr Clare Thompson | |
| Sub: Cllr Keith Badham | Sub: Cllr Dan Toinko | Subs: Cllr John Roberts Cllr Andy Snape | Subs: Vacant |

Personnel Committee

Cllrs: Keith Badham, Ian Blazeby, Ann Lutley, John Roberts and Andy Snape (Chair)

Appeals Committee

Cllrs: Jeremy Dann, Dan Toinko, Gareth Mackey, Martin Platt & Paul Dodds

Health & Safety Panel

Cllr Paul Dodds

Councillor & Staff Workshop

Cllrs: Ian Blazeby, and Jeremy Dann

Carnival Committee

Cllrs: Patricia Earles and Russell Shaw

| |
|---------------------------------------|
| Christmas Lights Working Group |
|---------------------------------------|

| |
|------------------------|
| Cllrs: Patricia Earles |
|------------------------|

| |
|-----------------------|
| Outside Bodies |
|-----------------------|

| |
|--|
| Highways Meetings – Cllr Paul Dodds (sub: Cllr Jeremy Dann) |
|--|

| |
|---|
| Village Hall Committee – Cllr Ann Lutley |
|---|

| |
|--|
| Planning Committee Reps to attend CBC meetings – Cllrs Jeremy Dann and Paul Dodds |
|--|

| |
|---|
| Patient Committee Rep for Flitwick Surgery – Cllr John Roberts |
|---|

| |
|---|
| FTC/Central Beds Joint Group – Cllrs Ian Blazeby and Jeremy Dann |
|---|

| |
|------------------|
| Champions |
|------------------|

| |
|---|
| Buses – Cllrs Jeremy Dann and Dan Toinko |
|---|

| |
|--|
| Country Park – Cllrs Jeremy Dann, Russell Shaw and Dan Toinko |
|--|

| |
|--|
| Manor Park – Jeremy Dann and Andy Snape |
|--|

| |
|--|
| Millennium Park – Cllrs Martin Platt and Andy Snape |
|--|

| |
|--|
| Notice Boards – Cllr Ann Lutley |
|--|

| |
|--|
| Police – Cllrs Jeremy Dann, Paul Dodds and Andy Snape |
|--|

| |
|--------------------------------------|
| Road Safety – Cllr Paul Dodds |
|--------------------------------------|

| |
|--|
| Youth – Cllrs Keith Badham and Martin Platt |
|--|

| |
|---|
| Public Art – Cllrs Keith Badham and Martin Platt |
|---|

| |
|------------------------------------|
| Allotment Liaison Committee |
|------------------------------------|

| |
|---|
| Cllrs: Patricia Earles, Ann Lutley, Martin Platt and Russell Shaw |
|---|

| |
|--|
| Policy Drafting & Review Team |
|--|

| |
|--|
| Cllrs: John Roberts, Andy Snape and Dan Toinko |
|--|

| |
|---|
| Subs: Cllrs Ian Blazeby and Jeremy Dann |
|---|

FLITWICK TOWN COUNCIL ATTENDANCE & APOLOGIES

| | |
|--------------------------|----|
| Technical difficulties | TD |
| Corona virus | CV |
| No Meeting | |
| Not a Cllr at this point | |

The attendance is taken from the first Town Council meeting of 2020 (19th May 2020) to Business Services meeting on Thursday 15th April 2021. Attendance for the next year 2021-2022 with commence from the Town Council meeting on Tuesday 27th April 2021. Councillor's Surgeries attendance has been noted but not included in the total of the attendance. Meetings attended as Mayor and Deputy Mayor have been included in the total as they have the right to vote at these meetings. Subs have also been included in the total.

| 2020/2021 | | May-20 | | | Jun-20 | | | Jul-20 | | | Aug-20 | | | Sep-20 | | | Oct-20 | | | Nov-20 | | | Dec-20 | | | Jan-21 | | | Feb-21 | | | Mar-21 | | | Apr-21 | | | May-21 | | | Total No Meetings | Total apologies received | Total No Apologies | Covid Non Attendance | Technical Difficulties | Total meetings attended | TOTAL Annual Meetings | TOTAL Annual Attendance | Attendance % |
|---------------|---------------------------------|------------|-----------|--------------|------------|-----------|--------------|------------|-----------|--------------|------------|-----------|--------------|------------|-----------|--------------|------------|-----------|--------------|------------|-----------|--------------|------------|-----------|--------------|------------|-----------|--------------|------------|-----------|--------------|------------|-----------|--------------|--------|---|----|--------|----|------|-------------------|--------------------------|--------------------|----------------------|------------------------|-------------------------|-----------------------|-------------------------|--------------|
| Councillors | Meetings | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | Attendance | Apologies | No Apologies | | | | | | | | | | | | | | | |
| Jeremy Dann | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 1 | | | | 10 | 34 | 32 | 94% | | | | | | |
| Town Council | Community Services | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 0 | | | | 11 | | | | | | | | | | | | |
| Mayor | Planning Committee | | | | | | | | | | 2 | | | 1 | | | 2 | | | 1 | | | 1 | 1 | | 1 | | | 1 | | | 12 | 1 | 2 | 0 | 0 | 11 | | | | | | | | | | | | |
| | Business Services (as Mayor) | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 0 | | | | 10 | | | | | | | | | | | | |
| | Corporate Services | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | 1 | | | | | 1 | | | 9 | 2 | | | | 5 | | | | | | | | | | | | |
| Andy Snape | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 0 | | | | 11 | 31 | 29 | 94% | | | | | | | | | |
| Deputy Mayor | Business Services (Chairman) | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 0 | | | | 11 | | | | | | | | | | | | |
| Mayor | Corporate Services | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | | | | | | 9 | 2 | 2 | 0 | 0 | 7 | | | | | | | | | | | | | |
| | Community Services (Sub) | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 8 | 0 | | | | 1 | | | | | | | | | | | | |
| | Planning (as Deputy Mayor) | | | | | | | | | | | | | | | | 1 | | | | | | 1 | | | 1 | | | | | | 3 | 0 | | | | 3 | | | | | | | | | | | | |
| Gareth Mackey | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 1 | | | | 10 | 20 | 16 | 80% | | | | | | | | | |
| | Corporate Services | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | | | | | | 9 | 3 | 4 | 0 | 0 | 6 | | | | | | | | | | | | | |
| Ian Blazeby | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 0 | | | | 11 | 30 | 29 | 97% | | | | | | | | | |
| | Corporate Services (Chairman) | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | | | | | | 9 | 1 | 1 | 0 | 0 | 8 | | | | | | | | | | | | | |
| | Business Services | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 10 | 0 | | | | 10 | | | | | | | | | | | | |
| Keith Badham | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 1 | | | | 10 | 32 | 26 | 81% | | | | | | | | | |
| | Business Services | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 10 | 4 | 6 | 0 | 0 | 6 | | | | | | | | | | | | |
| | Community Services (Chairman) | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 10 | 1 | 6 | 0 | 0 | 9 | | | | | | | | | | | | |
| | Corporate Services (Sub) | | | | | | | 1 | | | | | | | | | | | | | | | | | | | | | | | | 1 | 0 | | | | 1 | | | | | | | | | | | | |
| John Roberts | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 0 | | | | 11 | 30 | 30 | 100% | | | | | | | | | |
| | Business Services | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 10 | 0 | 0 | 0 | 0 | 10 | | | | | | | | | | | | |
| | Corporate Services (Vice Chair) | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | | | | | | 9 | 0 | | | | 9 | | | | | | | | | | | | | |
| Paul Dodds | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 0 | | | | 11 | 42 | 39 | 93% | | | | | | | | | |
| | Planning Committee (Chairman) | | | | | | | | | | 1 | 1 | | 1 | | | 2 | | | 1 | | | 1 | | | 2 | | | 1 | | | 12 | 1 | 2 | 0 | 1 | 11 | | | | | | | | | | | | |
| | Community Services | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 9 | 1 | | | | 8 | | | | | | | | | | | | |
| | Business Services | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 10 | 1 | | | | 9 | | | | | | | | | | | | |
| Ann Lutley | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 0 | | | | 11 | 30 | 29 | 97% | | | | | | | | | |
| | Community Services | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 9 | 1 | 1 | 1 | 0 | 8 | | | | | | | | | | | | |
| | Business Services | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 10 | 0 | | | | 10 | | | | | | | | | | | | |
| Dan Toinko | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 0 | | | | 11 | 31 | 31 | 100% | | | | | | | | | |
| | Community Services (Vice Chair) | | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 10 | 0 | 0 | 0 | 0 | 10 | | | | | | | | | | | | |
| | Planning | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 2 | 0 | | | | 2 | | | | | | | | | | | | |
| | Corporate Services | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | | | | | | | 8 | 0 | | | | 8 | | | | | | | | | | | | |
| Russ Shaw | Town Council | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 11 | 1 | | | | 10 | 31 | 27 | 87% | | | | | | | | | |
| | Planning Committee | | | | | | | | | | 1 | 1 | | 1 | 1 | | 1 | | | 1 | | | 2 | | | 1 | | | 1 | | | 12 | 1 | 2 | 0 | 0 | 9 | | | | | | | | | | | | |
| | Corporate Services | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | | | | | | | 8 | 0 | | | | 8 | | | | | | | | | | | | |

**FLITWICK TOWN COUNCIL
CALENDAR OF MEETING DATES 2021**

***ALL OF THE FOLLOWING MEETING DATES WILL BE ACCOMMODATED BY VIRTUAL ACCESS
UNTIL GUIDANCE ALLOWS MEETINGS TO RETURN TO THE RUFUS CENTRE***

Virtual Meetings – 7:30pm

In Person Meetings – 7:45pm

Community Services – 1st Tuesday of the month

Business Services – 2nd Thursday of the month

Town Council – 3rd Tuesday of the month

Corporate Services – 4th Tuesday of the month

Planning Committee – Every 3rd Thursday (with occasional day change)

Personnel Committee – Quarterly (or as and when required)

January

| | | |
|------------------------|------------------------------|--------|
| Tues 5 th | Community Services Committee | 7.30pm |
| Thurs 7 th | Planning Committee | 7.30pm |
| Thurs 14 th | Business Services Committee | 7.30pm |
| Tues 19 th | Town Council | 7.30pm |
| Mon 25 th | Personnel Committee | 7.30pm |
| Tues 26 th | Corporate Services Committee | 7.30pm |
| Thurs 28 th | Planning Committee | 7.30pm |

February

| | | |
|------------------------|------------------------------|--------|
| Tues 2 nd | Community Services Committee | 7.30pm |
| Thurs 11 th | Business Services Committee | 7.30pm |
| Tues 16 th | Town Council | 7.30pm |
| Thurs 18 th | Planning Committee | 7.30pm |

March

| | | |
|------------------------|------------------------------|--------|
| Tues 2 nd | Community Services Committee | 7.30pm |
| Tues 9 th | Planning Committee | 7.30pm |
| Thurs 11 th | Business Services Committee | 7.30pm |
| Tues 16 th | Town Council | 7.30pm |
| Thurs 25 th | Personnel Committee | 7.30pm |

April

| | | |
|------------------------|------------------------------|--------|
| Thurs 1 st | Planning Committee | 7.30pm |
| Tues 6 th | Community Services Committee | 7.30pm |
| Thurs 15 th | Business Services Committee | 7.30pm |
| Fri 23 rd | Planning Committee | 7.30pm |
| Tues 27 th | Town Council | 7.30pm |
| Thurs 29 th | Corporate Services Committee | 7.30pm |

May

| | | |
|------------------------|------------------------------|--------|
| Tues 4 th | Community Services Committee | 7.30pm |
| Tues 11 th | Planning Committee | 7.30pm |
| Thurs 13 th | Business Services Committee | 7.30pm |
| Tues 18 th | Town Council | 7.30pm |
| Tues 25 th | Corporate Services Committee | 7.30pm |

June

| | | |
|------------------------|------------------------------|--------|
| Tues 1 st | Community Services Committee | 7.30pm |
| Thurs 3 rd | Planning Committee | 7.30pm |
| Thurs 10 th | Business Services Committee | 7.30pm |
| Tues 15 th | Town Council | 7.30pm |
| Tues 22 nd | Corporate Services Committee | 7.30pm |
| Wed 23 rd | Planning Committee | 7.30pm |
| Thurs 24 th | Personnel Committee | 7.30pm |

July

| | | |
|------------------------|------------------------------|--------|
| Tues 6 th | Community Services Committee | 7.30pm |
| Thurs 8 th | Business Services Committee | 7.30pm |
| Thurs 15 th | Planning Committee | 7.30pm |
| Tues 20 th | Town Council | 7.30pm |
| Tues 27 th | Corporate Services Committee | 7.30pm |

August

| | | |
|------------------------|------------------------------|--------|
| Tues 3 rd | Community Services Committee | 7.30pm |
| Thurs 5 th | Planning Committee | 7.30pm |
| Thurs 12 th | Business Services Committee | 7.30pm |
| Tues 24 th | Corporate Services Committee | 7.30pm |
| Thurs 26 th | Planning Committee | 7.30pm |

September

| | | |
|------------------------|------------------------------|--------|
| Tues 7 th | Community Services Committee | 7.30pm |
| Thurs 9 th | Business Services Committee | 7.30pm |
| Thurs 16 th | Planning Committee | 7.30pm |
| Tues 21 st | Town Council | 7.30pm |
| Thurs 23 rd | Personnel Committee | 7.30pm |
| Tues 28 th | Corporate Services Committee | 7.30pm |

October

| | | |
|------------------------|------------------------------|--------|
| Tues 5 th | Community Services Committee | 7.30pm |
| Thurs 7 th | Planning Committee | 7.30pm |
| Thurs 14 th | Business Services Committee | 7.30pm |
| Tues 19 th | Town Council | 7.30pm |
| Tues 26 th | Corporate Services Committee | 7.30pm |
| Thurs 28 th | Planning Committee | 7.30pm |

November

| | | |
|------------------------|------------------------------|--------|
| Tues 2 nd | Community Services Committee | 7.30pm |
| Thurs 11 th | Business Services Committee | 7.30pm |
| Tues 16 th | Town Council | 7.30pm |
| Thurs 18 th | Planning Committee | 7.30pm |
| Tues 23 rd | Corporate Services Committee | 7.30pm |

December

| | | |
|------------------------|------------------------------|--------|
| Tues 7 th | Community Services Committee | 7.30pm |
| Wed 8 th | Planning Committee | 7.30pm |
| Thurs 9 th | Business Services Committee | 7.30pm |
| Thurs 16 th | Personnel Committee | 7.30pm |
| Tues 21 st | Corporate Services Committee | 7.30pm |

Flitwick Town Council Managers' Contact Details

| NAME | TITLE | EMAIL | CONTACT |
|-------------------|------------------------------------|--|----------------|
| Rob McGregor | Town Clerk & Chief Executive PSLCC | robmcgregor@flitwick.gov.uk | 01525 631902 |
| Stephanie Stanley | Deputy Town Clerk | stephaniestanley@flitwick.gov.uk | 01525 631900 |
| Jonathan Barkat | Business & Facilities Manager MCGI | jonbarkat@flitwick.gov.uk | 01525 631904 |
| Stacie Lockey | Environmental Services Manager | stacielockey@flitwick.gov.uk | 01525 631900 |
| Susan Eldred | Community Services Manager | susaneldred@flitwick.gov.uk | 01525 631900 |
| Beverley Jones | Communications & Marketing Manager | beverleyjones@flitwick.gov.uk | 01525 631900 |

Forthcoming Events

After a very quiet 2020, we are excited about the new opportunities ahead of us in 2021.

Over the summer months we have some new events for people to enjoy, from a Front Garden Competition to a Scarecrow Festival, through to the Flit Valley Walk Launch and other community initiatives! It's all about being outside, getting some fresh air and improving your physical and mental health.

We look forward to seeing the return of all our regular activities, laughing with the older people at Lunch Club and Bingo while others are feeling more energetic at Keep Fit! We have also missed the creative flair of our Painting Circle, Stitchers and Big Knit groups.

The launch of the well-being drop-in sessions has been a great success, with an average of 10 young people attending each week for support in dealing with their emotions and family life. The young people are becoming increasingly involved with FTC in ways of support, assisting with event ideas such as a Skate Competition and graffiti art on the skate park.

2021 will see the new Youth Committee launch, giving young people a voice to be heard and the ownership of developing the areas within the town that are important to them. I am sure Millennium Park will see some additional equipment!

The Community Services Team will be working hard to build community engagement, supporting Flitwick residents, businesses and working closely with other organisations to tackle any issues within Flitwick.

Susan Eldred, Community Services Manager