



## FLITWICK TOWN COUNCIL

Ref: Agenda/Council-18/05/2021- 423

13<sup>th</sup> May 2021

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the **Annual Statutory Meeting of Flitwick Town Council** that will take place on **Tuesday 18<sup>th</sup> May 2021 at the Rufus Centre**, commencing at **7.30 p.m.** in order to transact the under mentioned items of business. Yours faithfully

Rob McGregor

Town Clerk

Distribution: All Town Councillors  
Notice Boards  
Central Bedfordshire Council

Chairman to read out the following statement:

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

1. **ELECTION OF TOWN MAYOR FOR THE YEAR 2021/2022**

To receive nominations for the office of Town Mayor for Flitwick.

2. **DECLARATION OF ACCEPTANCE OF OFFICE**

For the Town Mayor to sign the Declaration of Acceptance of Office.

3. **ELECTION OF DEPUTY TOWN MAYOR**

To receive nominations for the office of Deputy Town Mayor.

4. **DECLARATION OF ACCEPTANCE OF OFFICE**

For the Deputy Town Mayor to sign the Declaration of Acceptance of Office.

5. **COUNCILLOR CO-OPTION**

Members are asked to note the supporting papers on the one co-option candidate. To receive a nomination to Co-Opt the candidate into the Office of Town Councillor.

**6. MEMBERSHIP OF STANDING COMMITTEES**

- a. For Members to determine membership of the Town Councils standing committees. Information setting out the Committees of the Council preferences are attached to this agenda.
- b. For each Committee to appoint a Chairman and Vice Chairman, (only members who have been confirmed as members of the committee can take part in the vote, In the case of a tie in votes, the Chairman of the Council will have a right to vote).

**7. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**

For members to consider appointments to the following outside bodies.

- |      |                              |                   |
|------|------------------------------|-------------------|
| I.   | Highways.                    | 1 + 1 Substitute. |
| II.  | Village Hall Committee.      | 1 + 1 Substitute. |
| III. | Planning and DMC.            | 1 + 1 Substitute. |
| IV.  | Patient Participation Group. | 1 + 1 Substitute. |
| V.   | Police Priorities Setting.   | 1 + 1 Substitute. |

**8. APOLOGIES FOR ABSENCE**

To receive apologies for absence.

**9. DECLARATIONS OF INTEREST**

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

- (a) Disclosable Pecuniary interests in any agenda item.
- (b) Non-Pecuniary interests in any agenda item.

**10. TOWN MAYOR'S ANNOUNCEMENTS**

To receive announcements from the Town Mayor.

**11. REPORTS FROM WARD MEMBERS**

To receive reports from Central Bedfordshire Council ward members.

**12. PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

Due to the Covid-19 pandemic, the Council cannot allow the public to attend meetings in person and therefore are asked to join the meeting remotely via Microsoft Teams using the below link.

Please click [here](#) to join this Teams meeting.

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**.

**13. INVITED SPEAKER**

14. **MEMBERS QUESTIONS**

To receive questions from members.

15. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive and adopt the minutes of the Town Council Meeting held, on **Tuesday 27<sup>th</sup> April 2021**, this meeting was held via virtual access.
- b. For Members to receive and consider **resolutions and recommendations** of the Corporate Services Committee Meeting, held on **Tuesday 29<sup>th</sup> April 2021**, this meeting was held via virtual access.
- c. For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 4<sup>th</sup> May 2021**, this meeting was held via virtual access.
- d. Members are asked to note the Minutes of the Annual Town Meeting held on **Thursday 6<sup>th</sup> May 2021** via virtual access.
- e. For Members to receive and consider **resolutions and recommendations** of the Planning Committee Meeting, held on **Tuesday 11<sup>th</sup> May 2021** at the Rufus Centre.
- g. For Members to receive and consider **resolutions and recommendations** of the Personnel Committee Meeting, held on **Thursday 13<sup>th</sup> May 2021** at the Rufus Centre. **(Chairman will move this item to Exempt).**
- h. Members are asked to note the Planning Committee decisions from 11<sup>th</sup> May 2021.

16. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on Tuesday 27<sup>th</sup> April 2021.
- b. Members to receive any updates from Officers:

17. **ITEMS FOR CONSIDERATION** - there are no items for consideration.

18. **ITEMS FOR INFORMATION**

a. **Flitwick Combined Charities Trustees**

Members are asked to note the Trustees for Flitwick Combined Charities for the ensuing year are Catherine Hursthouse, Sheila Smith, Paul Cramner & Ann Lutley.

19. **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**.

**20. 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.

**(21a) MINUTES AND RECOMMENDATIONS OF MEETINGS**

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.