



FLITWICK TOWN COUNCIL

Ref: Agenda/Community-06/07/2021- 71

29th June 2021

Dear Sir/Madam

Members are hereby summoned to the **Community Services Committee meeting** that will take place on **Tuesday 6th July 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

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Town Clerk

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

Distribution: All Town Councillors
Notice Boards
Website

Chairman to read out the following statement:

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

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **DECLARATIONS OF INTEREST**

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

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

3. **CHAIRMAN'S ANNOUNCEMENTS**

To receive announcements from the Chairman.

4. **PUBLIC OPEN SESSION**

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

Please register in advance for this Team meeting:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YmRIYTdkNjktZjQzZC00YzY4LTg3MjctYWU4ZmI0MjkzN2Q0%40thead.v2/0?context=%7b%22Tid%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22Oid%22%3a%22c6e42fbb-3780-4e3c-851b-f38d140ceb9e%22%7d

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

5. **INVITED SPEAKER**

Shona Perret – Forest School

6. **MEMBERS QUESTIONS**

To receive questions from members.

7. **MINUTES**

- a. For Members to receive and adopt the minutes of the Community Services meeting held 1st June 2021.

8. **MATTERS ARISING**

- a. Minutes of the Community Services Committee Meeting 1st June 2021.

9. **ITEMS FOR CONSIDERATION**

a. **Forest School – Manor Park Request**

Members to consider a request for use of a small area within the wooded area of Manor Park for approximately 3 hours per week to deliver a Forest School. Charges will be made in line with the 'Hire Protocol'.

b. **Street Lighting (Overspend)**

Members are asked to consider an overspend of £873.32 for 4097/306 Street Lighting to repair a broken streetlight within the Ridgeway that falls within the Town Council's responsibility.

c. **Manor Park Heritage Projects**

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

d. **Event Booking Protocol**

Members to consider referring the event booking protocol back to the working group for consideration following some issues highlighted by officers.

e. **The Queens Green Canopy**

Members to receive correspondence from Cllr Shaw and consider taking part in the nationwide campaign. Members to note the report from the Community Services Manager detailing arrangements for the Queens Jubilee celebrations.

f. **Section 106 Working Group**

Members to receive notes from the Section 106 Working Group meeting and consider suggestions within.

g. **Flitwick Family Fun Day – Welcome Back Fund**

Members to receive a report from the Community Services Manager and consider the recommendation within the report.

h. **Airmen Memorial**

Members to consider a proposal from Cllr Mackey.

i. **Green Space Consultation**

To consider a 'Green Spaces' consultation process. Green spaces are a key part of the strategy, and Flitwick Town Council have a number of these to maximise for residents. However, generally these are considered in isolation, and residents feedback suggests a similar approach by users. The first step would be to hold a series of workshops with residents with the following aims;

- Help communicate the range of spaces and responsibilities of the council and what is already available
- Work with residents to understand gaps and emerging needs

Workshops would be held over different venues and times/days to allow a range of input and to help inform our wider green space business plan (including country park progress).

Proposal - The Environmental Services Team and Cllr Thompson to investigate the possibilities of a Green Spaces consultation and present information at the next Community Services Meeting.

10. **ITEMS FOR INFORMATION**

a. **Allotment Liaison Committee**

To note the minutes of the Allotment Liaison Committee held on 7th June 2021.

b. **Community Services Managers Report**

To note the Community Services Managers report.

c. **Youth Shelter**

Members to note that £2,655 has been secured from the VERU Police Crime Commissioner fund towards the provision of a Youth Shelter at Millennium Park. Members previously agreed, at the Community Services Meeting in May, an additional £2,950 from the rolling capital fund. Officers are currently investigating potential S106 funds that may be used as

an alternative source of matched funding, which if successful would enable the £2,950 allocated from rolling capital fund to be utilised for something else.

d. **Flitwick Tree Trail**

The Environmental Services Team are working with a charity called 'The Tree Register' who along with the Greensand Country project are working to record and create a Heritage Tree Trail within the Greensand Country area. The trail will include a survey of notable trees and 10 waymark posts, one of which will be located within the Manor Park. The Environmental Services Team are going to discuss the possibility of working in partnership with 'The Tree Register' to deliver an additional tree trail specifically for Flitwick. A report will be presented to the Community Services Committee once discussions have taken place.

e. **Budget**

Members to note the budget.

11. **PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

12. **EXEMPT ITEMS**

The following resolution will be **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

12a. Skate Park Graffiti – verbal update

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.

PINK PAPER ITEMS

12a) Skate Park Graffiti – Verbal Update

EXEMPT