



**MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING
HELD ON 6th JULY 2021
AT 7:30 PM AT THE RUFUS CENTRE**

Present:

Cllr Thompson (Chairman)
Cllr Toinko
Cllr Lutley
Cllr Badham
Cllr Chacko
Cllr Platt
Cllr Earles

Cllr Snape
Cllr Shaw (virtual)
Cllr Hodges (virtual)
Shona Perret (virtual)
Stacie Lockey – Environmental Services Manager
Mike thorn – Environmental Services Officer (virtual)
Susan Eldred – Community Services Manager
2 residents

860. APOLOGIES FOR ABSENCE

Apologies were accepted from Cllr Dann.

861. DECLARATIONS OF INTEREST

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

- (a) Disclosable Pecuniary interests in any agenda item – none.
- (b) Non-Pecuniary interests in any agenda item – none.

862. CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised that the strategy had now been approved and the delivery plan would be on the agenda at the next meeting for discussion.

The Chairman advised that the drainage board would be carrying out works in the Town within the next few weeks.

863. PUBLIC OPEN SESSION

None.

864. INVITED SPEAKER

Shona Perret gave a presentation about the proposed forest school within Manor Park. Shona advised that initially 2 sessions would be held 1 day per week for parents and toddlers with a view to extending this in the future.

Cllr Badham asked what a typical forest school would include. Shona advised that activities would include bug hunting, simple tool use, story time, fire lighting and singing.

Cllr Lutley asked what size area would be required. Shona advised that in most cases a base camp would be set up and parents and toddlers would roam around the wood however, if this was not possible a limited area would also work.

Cllr Chacko asked what safeguarding measures were in place for fire lighting. Shona advised that fire lighting would not take place if the weather had been particularly dry. Fire lighting would always be within a fire pit and supervised at all times.

865. MEMBERS QUESTIONS

Cllr Toinko asked if CBC had responded about the reduced cutting regime. The Environmental Services Manager advised that a response had still not been received.

866. MINUTES

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

The minutes were agreed as a true record of the meeting on 1st June 2021. (Vote – all in favour)

867. MATTERS ARISING

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

Cllr Toinko asked if Central Bedfordshire Cllr Steve Dixon had been asked to attend the meeting.

Cllr Badham advised that the application for listing the war memorial had been submitted.

868. ITEMS FOR CONSIDERATION

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

It was **RESOLVED** to accept the hire request for Manor Park for use of a Forest School. (Vote – all in favour)

- b. **Street Lighting (overspend)**

Cllr Snape raised a point of order and advised members that they could make a recommendation to Council for the overspend but not a resolution.

It was **RECOMMENDED** to agree an overspend of £873.32 for 4097/306 Street Lighting to repair a broken streetlight within the Ridgeway. (Vote – all in favour)

- c. **Manor Park Heritage Projects**

Cllr Toinko raised concern about removal of mature trees from the site, the Environmental Services Manager advised that the trees in question would need to be removed due to growth causing the gate piers to lean to one side.

It was **RESOLVED** to approve the design drawings for the ornamental bridge and the main gates. (Vote – all in favour)

d. Event Booking Protocol

The Environmental Services Manager advised that upon using the document, several parts needed to be reviewed. She also advised that a booking request had come in for use of the Millennium Park for a fun fair over the August bank holiday weekend.

The Chairman felt that on some occasions, requests for hire had been based more on opinion and not policy.

It was **RESOLVED** to refer the event booking protocol back to the working group for reviewing. (Vote- all in favour)

Cllr Platt agreed to join the working group.

e. The Queens Green Canopy

Cllr Shaw updated Members on the nationwide initiative for the Queens Jubilee which involved planting trees in and around Town. Cllr Shaw advised that funding would be available to do this and suggested the Country Park and Manor Park as suitable locations.

Cllr Shaw advised that lots of organisations would be available to provide support in terms of planting the correct species and sustainability of the project.

Members felt that the Country Park would not be suitable at this time as a proper design was needed for the park however other areas within the Town could be identified.

Cllr Toinko felt that more central areas to the Town where residents could see them would be better suited for the project. The Chairman felt that it was not up to the committee to decide where the trees should be located and suggested this was best for the public realm team to advise.

It was **RESOLVED** to take part in the Queens Green Canopy and refer this to the Environmental Services Team with an update to be given at the next meeting. (Vote – all in favour)

Members noted the report from the Community Services Manager.

f. Section 106 Working Group

Members noted the report from the working group. Cllr Badham suggested asking the S106 working group and public art working group to get together to discuss some of the funds that could cross over.

It was **RESOLVED** to accept the recommendations within the report. (Vote- all in favour)

g. Flitwick Family Fun Day – Welcome Back Fund

Members considered the report from the Community Services Manager. Cllr Badham asked if local businesses would still be offered a stall on the day. The Community Services Manager advised that stall space would still be available.

Cllr Snape asked why the original proposal had been altered. The Community Services Manager advised that additional costs including traffic management had not been taken into consideration meaning additional funds would have been needed to deliver the original proposal.

Members felt that the market element of the event was key as the major part of being awarded funding was to bring more people back to the High Street. Members had a detailed discussion considering all options available.

It was **RESOLVED** to move the event to 25th September 2021 with additional information and options presented to the July Town Council meeting. (Vote- all in favour)

h. Airmen Memorial

Members discussed the proposal however concerns were raised around the inscription. Members felt that changing the context of the poem and not providing any credit to the original author would be inappropriate.

Members also commented that it was unclear if the full application process had been completed to authorise use of the RAF emblem.

Cllr Snape asked what proposals were in place for the dedication service and indicated he would like input as Town Mayor.

Cllr Snape felt the proposal lacked information and noted that this was the second time Cllr Mackay had put forward a proposal without being at the relevant meeting to answer questions on it

Cllr Badham commented that in principle the Council supported the proposal, but felt it was important to clarify the minor details.

It was **RESOLVED** to contact Cllr Mackey with additional questions and add it to the next Community Services Meeting. (Vote – all in favour)

i. Green Space Consultation

Members discussed the idea of holding a Green Spaces Consultation exercise within the community. Cllr Badham felt that the more interaction with the public the better.

Cllr Toinko was concerned around the idea of workshops as it could restrict the type of audience, but supported the inclusion of walk-around engagement and suggested online surveys, similar to the recent strategy consultation.

It was agreed to set up a working group to move the project forward.

It was **RESOLVED** to set up a working group for the Green Space Consultation to come back with a more detailed plan for the consultation at a future meeting. (Vote – all in favour)

Cllr Lutley, Earles, Toinko, Thompson and Platt agreed to join the working group.

869. ITEMS FOR INFORMATION

a. Allotment Liaison Committee

Members noted the minutes of the ALC meeting.

b. Community Services Manager Report

The Community Services Manager advised that knitted hats and blankets had been donated to an organisation who supports rough sleepers. The Chairman suggested advertising this on social media.

There had been a great response to the scarecrow festival with over 50 entries.

A litter pick had been arranged with the Big Beds Clean up for 25th July.

Cllr Snape was pleased to see more use of the Hub by local organisations however queried the additional costs to open/close and clean the building.
Cllr Blazeby suggested keeping note of how many hours in kind are being offered to local organisations so the Council can see the benefit being provided to the local community.

The Community Services Manager advised that approximately £50 had been raised from the Big Tea Afternoon.

c. Youth Shelter

Members were advised that funding had been awarded from the VERU Police and crime Commissioner fund towards the Youth Shelter and officers were currently seeking additional S106 funds to cover the cost.

d. Flitwick Tree Trail

Cllr Toinko liked the idea of a Tree Trail and asked if the Community could be involved by nominating their favourite trees. The Environmental Services Manager advised that the tree trail was in very early stages, and it was something the community could get involved with at a later date. This would be included on the strategy delivery plan.

e. Budget

Members noted the budget.

870. 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**.

Mr Mason commented that he thoroughly enjoyed the scarecrow competition but was concerned around GDPR and publishing peoples home addresses. The Community Services Manager advised that a GDPR disclaimer had been completed by all entrants.

Mr Mason also queried if the Council knew when the gates to the train station would be accessible again.

871. 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.

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.

Members received an update from the Community Services Manager about the skate park graffiti.