



**MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING
HELD ON 3rd AUGUST 2021
AT 7:30 PM AT THE RUFUS CENTRE**

Present:

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

Mike Thorn – Environmental Services Officer
Susan Eldred – Community Services Manager

872. APOLOGIES FOR ABSENCE

Cllr Lutley – Medical, family reasons.
Apologies accepted.

873. 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

874. CHAIRMAN'S ANNOUNCEMENTS

This week Cllr Thompson, Cllr Earles and Officers met with Nicola Preston and Ian Miller from Central Bedfordshire's SAG (Safety Advisory Group) team.

The SAG team explained the importance of notifying them of any events, large or small. This was due to the team having extensive knowledge of other events happening within the area as well as having a range of other professions on hand to ensure event run safely. All SAG applications are shared with highways, emergency services, environmental health, and other related services.

The Event Protocol working group would be meeting to discuss the current Event Protocol, making adaptations to the document based on the FTC objectives, Officer recommendations and SAG advice. The amended Event Protocol would be presented to the Community Services Committee in September.

875. PUBLIC OPEN SESSION

No members of the public present

876. INVITED SPEAKER

No invited speakers present

877. MEMBERS QUESTIONS

Cllr Badham asked if the planned event being held, in between Steppingley and Flitwick in August, had been raised during the meeting with the SAG team. The Community Services Manager informed Members that the event had all the licences required to go ahead, therefore, it would have been subject to a SAG application.

878. MINUTES

- a. For Members to receive and adopt the minutes of the Community Services meeting held 6th July 2021.

The minutes were agreed to be a true record of the meeting on 6th July 2021 (Vote – 6 in Favour, 1 Abstain)

879. MATTERS ARISING

- a. Minutes of the Community Services Committee Meeting 6th July 2021.

Cllr Badham asked if there had been an update from Cllr Mackey in regard to questions raised around the proposed Air Memorial at the last Community Services meeting. Cllr Thompson informed Members, after the last meeting a list of questions and concerns had been raised with Cllr Mackey, at this time, a reply had not yet been received. Cllr Thompson would update Members in due course.

Cllr Badham asked if FTC had a reply from the Police Commissioners Office in regard to the Police Commissioner or a member of his office attending a Community Services Committee meeting. The Environmental Services Officer informed Members there had been an indication that a member of the office would be able to attend in September, although this had not been confirmed and was still 'work in progress'.

Cllr Badham requested for Members to receive an email update from the Environmental Service Manager, once a reply had been received from the Police Commissioners Office.

880. ITEMS FOR CONSIDERATION

- a. **War Memorial Cleaning**

Members to consider quotations for cleaning and repainting the lettering on the War Memorial;

Quote A - £858.00

Quote B - £712.80

Quote C - £2160.00

Cllr Badham asked if there was a reason why one quote was considerably higher. The Environmental Services Officer stated, there was not a reason for this, all three quotes had been gained under the same instruction.

When asked for his opinion, The Environmental Services Officer stated, he would recommend quote A. He felt, given the level of detail in there response, this company would treat the War Memorial with the respect and care it deserved.

Cllr Dann stated that completing the cleaning works before the War Memorial becomes listed should be a priority, as after this time carrying out such tasks could become more complicated.

It was **RECOMMENDED** to accept quote A - £858.00 for cleaning and repainting the letting on the War Memorial, from Rolling Capital Fund. (Vote – all in favour)

b. Green Spaces Engagement Plan

Cllr Toinko commended that he didn't feel the workshops were a good idea, he felt they would be limiting in terms of people who could attend, for example families with young children would have to find childcare to attend the workshop, and were unlikely to do so. Having meetings inside venues such as the Old School or Hetley House could deter people from attending at this time. Covid rates are high, and numbers would have to be restricted to ensure social distancing. It was suggested, where possible, events like the workshops should be held outside by choosing venues that had outdoor space.

Cllr Thompson agreed, where possible the workshops could be held outside at various locations around town, weather dependant. Cllr Thompson informed Members there would be opportunities for various groups of people to engage by ways of the workshops, Cllr walk rounds and online surveys, and that workshop comments would hold no higher value, all responses would be equally weighted .

It was **RESOLVED** to accept the recommendation as set out on the Green Spaces Engagement Plan. (Vote 6 in favour, 1 abstain)

c. Queens Green Canopy

Cllr Toinko commented Hinksley Recreation Field has lots of trees down one side already, it would be nice if these trees could be added to, to make a copse.

Cllr Toinko suggested opening the Queens Green Canopy to residents. Residents would be encouraged to plant trees on their own land and to suggest land around town in which trees could be planted (with permission).

The Environmental Services Officer has been looking at possible green spaces within Flitwick that maybe utilised within the scheme. The Environmental Services Officer would be working with CBC to gain permission to plant trees on suggested areas within the town.

Cllr Dann suggested the trees could be used to resolve parking issues in areas such as Bluebell close, where people park on grass verges, causing issues with sightlines. Cllr Toinko asked for Swallow Close to be added to the list to help resolve traffic issues between Swallow Close and Swift Close.

It was **RESOLVED** to approve the list of Town Council owned sites and for Officers to continue discussions with CBC to identify suitable green spaces for tree planting within the CBC estate, with the addition resident suggestions and involvement through FTC. (Vote – All Favour)

d. Delivery Plan

Cllr Thompson informed Members that the delivery plan had been inputted into 'planner', a software tool.

The plans had been separated into each committee, with each Chairman overseeing the delivery plan within their committee. The tasks had been broken down into sections, either strategy or business as usual (BAU).

Cllr Thompson asked Members to note the six items in yellow. These items would need further discussion to outline the finer detail.

Members agreed that everything on the plan had been discussed and they do not feel anything had been missed.

Members agreed to allocate time after the next six Community Services meetings to discuss each item in yellow, informally, not as part of the meeting agenda. The Community Services Manager and Environmental Services Manager were asked to prioritise the items to be discussed.

Cllr Thompson informed Members they would receive update reports regarding the Delivery Plan at each Community Services meeting.

e. Strategy Feedback

Cllr Badham stated, after looking at the document there appears to be a misunderstanding by residents about what FTC is able to influence and input into the community. Many items on the feedback form from residents were items FTC are not able to implement or have any control over.

881. ITEMS FOR INFORMATION

a. Gumbles Fun Fair

Cllr Badham asked if the police had been informed of the dates in which Gumbles Fun Fair would be on Millennium Park. The Environmental Services Officer informed Members that Gumbles had completed a SAG application and the police would have been notified as part of this process.

The Community Services Manager agreed to inform the local cohesion office.

Cllr Chacko suggested, when reviewing the Event Protocol document, looking at the maximum number of people who would safely be able to attend an event on Millennium Park. Cllr Thompson was not sure if this was needed due to the event being outside, the Community Services Manager will investigate this before the next Event Protocol meeting.

(Action – CSM)

Cllr Toinko noted that Gumbles would be on the park for nearly 1 week, with only one day of trading. It was felt this was a long period of time, taking up park space for a one-day event. Cllr Thompson stated that this would be considered when reviewing the Event Protocol document.

Cllr Badham suggested FTC have a policy around fun fair having live animals as prizes, Cllr Badham recently visited a fun fair where they still had live goldfish as a prize. Cllr Thompson confirmed, this will be discussed at the next Event Protocol review meeting.

(Action – ESM)

b. Public Realm Supervisors Report

Cllr Toinko asked if Officers were aware of the total area of reduced mowing schedule. The Environmental Services Officer will report back on this at the next Community Services Committee meeting.

(Action – ESM)

c. Community Services Managers Report

Members to note the report from the Community Services Manager – Noted

Cllr Dann asked how the Domestic Abuse Responder training would be utilised within the Community Services Manager's role.

The Community Services Manager informed Members that she would be working towards registering The Rufus Centre as a 'Safe Place', the training would be a key part of this registration as well as supporting people who attend our regular activities and events and people within the community.

d. Flit Valley Walk

Members were asked to note the Flit Valley Walk Report – Noted

e. Budget

Cllr Thompson requested the tiles of each column were renamed to make them clearer and more explicit.

Budget report noted.

f. Relocation of the Tractor Store to the Rufus Centre

Members to note that planning permission had been granted for relocation of the Tractor Store to the Rufus Centre. CBC are expecting commencement on site in late December 2021.

Cllr Toinko asked how the Seed Box would be affected. The Community Services Manager informed Members that the Seed Box would not be relocated and had permission to stay on site during the building works. The Seed Box would have access via a temporary path installed by CBC.

882. PUBLIC OPEN SESSION

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

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

No members of the public present

883. 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.