



**MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING
HELD ON 5th OCTOBER 2021
AT 7:30 PM AT THE RUFUS CENTRE**

Present:

Cllr Thompson (Chairman)
Cllr Toinko
Cllr Lutley
Cllr Platt
Cllr Earles
Cllr Chacko (Remote Access)

Stacie Lockey – Environmental Services Manager
Susan Putwain – Community Services Officer
Mike Thorn – Environmental Services Officer (Remote Access)

896. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Badham for health reasons and Cllr Dann due to planned holiday.

897. 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 –

Cllr Toinko declared a Non – Pecuniary interest in agenda item 9G

Cllr Toinko, Cllr Earles, Cllr Platt, and Cllr Lutley declared a Non – Pecuniary interest in agenda item 9A

898. CHAIRMAN'S ANNOUNCEMENTS

A reminder was given that in keeping with the standing orders and motions all relevant paperwork must be available for an agenda item 5 days before the date of the meeting. Any item on an agenda that has paperwork issued after this time will be moved forward to the next meeting.

Congratulations were given to everyone that was involved in the Family fun day activities and to those who contributed to the day. Great comments had been received by Council members in relation to this event.

Councillors were informed and invited to the Community Action day being held on Friday 8th October at Millennium park between 9am and 2pm.

899. PUBLIC OPEN SESSION

No members of the public attended this meeting.

900. INVITED SPEAKER

No speakers were invited to attend this meeting.

901. MEMBERS QUESTIONS

No members raised questions.

902. MINUTES

- a. It was **RESOLVED** to adopt the minutes of the Community Services meeting held on 7th September 2021 with the following amendments – In section 892c to exchange the word except with accept. To remove the resolution for section 12a and on section 12b add to the recommended section that it is subject to amends being completed.

903. MATTERS ARISING

- a. No items raised by members.

904. ITEMS FOR CONSIDERATION

a. Allotment/Burial Ground/Football Pitch Fees

Members discussed the declaration of interests set out in section 897. Due to the time limitations in relation to this agenda item Members voted to move this item to full Council on the 19th October 2021.

It was **RESOLVED** to move this item to the Full Council meeting on 19th October 2021 due to the declaration of pecuniary interests being declared by members of the committee, leaving the remaining council members unable to make a recommendation.

b. Allotment Liaison Committee

In the Allotment Liaison Committee meeting minutes from 13th September 2021 a recommendation was made to remove the 'Watch' element of the inspection process to increase the speed for issuing notices to quit.

Members discussed the process and Cllr Lutley clarified that New Tenants would be contacted by phone to give help or guidance before a notice was given.

It was **RESOLVED** to accept the Allotment Liaison Committee recommendation within the minutes from 13th September 2021.

c. Flitwick 10k Road Race

Members discussed the event and no questions were raised.

It was **RESOLVED** to approve the request for use of the Millennium Park on Sunday 10th April 2022 by the Flitwick 10k Road Race with the setup of the event taking place on Saturday 9th April 2022 subject to SAG approval.

d. Period Poverty

Members discussed the sensitive nature of this agenda item and how to gather information from various public groups. It was suggested for Officers to establish the current availability in support, by discussing with food banks, health organisations and surgeries to enable a greater understanding of the current availability. Members felt that having the information as to availability would allow for signposting to the correct groups or locations or if alternatively, a gap in service is established, to work towards rectifying.

e. Delivery Plan

Members discussed the identified actions from the report and if they were a true representation of the direction and intentions of the members view.

It was **RESOLVED** to accept the actions presented to be incorporated in the delivery plan.

f. Youth Skate Comp

Members received a report from the Community Services Manager and considered the recommendations to hold a Skate Competition in May 2022.

Members raised questions in relation to a music licence for the event and if a second event was being planned for adults. Both were confirmed as being addressed.

It was **RESOLVED** to support the Officers recommendation to hold the under 18s Skate Competition in May 2022 with the funds of (approx.£700) and staff time of 25 hrs allocated for this event.

g. Grant Applications

Grant applications were reviewed it was noted by members that less financial information was available with the current grants than the applications received earlier in the year. Each grant application was discussed, and the following decisions were made by the members.

It was **RESOLVED** to grant the 4YP application with the total sum of £500 towards the 'Happy Hub Hampers' project.

It was **RESOLVED** to grant the Bedfordshire Police Partnership Trust application with the total sum of £500 towards the 'video doorbells' project.

It was **RESOLVED** to decline the Flitwick and Ampthill lawn Tennis club application as it is a private entity and does not fit within the Flitwick Town Council Grant policy.

It was **RESOLVED** to grant Flitwick Lower School Association application with the total sum of £500 towards the 'Refurbishment of Courtyard' project.

It was **RESOLVED** to decline the CPRE Bedfordshire, the countryside charity application as it and does not fit within the Flitwick Town Council Grant policy and area of project.

Members also suggested that a review of the Grant Policy would be beneficial now that a full year had been allocated, to amend and revise where necessary.

905. ITEMS FOR INFORMATION

a. John Lawson Circus

Members noted that the circus will be on Millennium Park from 11th October – 13th October 2021 (previously agreed at Community Services pre COVID), subject to approval from the SAG team.

b. Grounds Team Supervisor Report

Members received and noted the report from the Public Realm Supervisor. Members wished to send their congratulations to the team for creating the stocks used at the Family Fun Day.

Trees inside the boundaries of the park within Millennium were discussed with the Environmental Services Manager explaining that previous members had elected to have the incorporation of the trees in this area to provide shade. It was mentioned that they may cause issues with health and safety and cause restrictions when the park equipment is renewed.

c. Budget

Members noted the budget with discussions from members as to the income versus expenditure of the Community Services budget.

d. Community Services Manager Report

Members received a report from the Community Services Manager which was noted.

Members expressed that if help was required for upcoming events that Councillors would need to be advised as soon as possible.

Members discussed the Macmillan coffee morning that took place at Flitwick Village hall and commented that it was a successful fundraising event.

906. PUBLIC OPEN SESSION

No members of the public joined this meeting.

907. EXEMPT ITEMS

No items were moved to the exempt part of this meeting.