

Flitwick Town Council

Minutes of the 360th Meeting of the Planning Committee held on Thursday 18th November 2021.

Open Forum
There were no items.

Committee Members Present :- Councillor P Dodds (Chairman)
Councillor P Earles
Councillor Hodges
Councillor M Platt
Councillor R Shaw

Also in Attendance :- CBCllr Mackey
CBCllr Bunyan
Cllr Hugh Jackson (Steppingley Parish Council)
Environmental Services Manager

2917 To note declaration of interest on Agenda Items

None.

2918 To Accept Apologies for Absence

Apologies for absence were received and accepted from Cllr Gleave, Roberts and Chacko due to work commitments.

2919 Chairman's Announcements

None.

2920 Minutes

Members approved and adopted the minutes of the Planning meeting held on 28th October 2021.

2921 Matters Arising

Cllr Mackey suggested that actions from the Highways Walkabouts be fed back to ward Members which would then be raised ad-hoc with the relevant department or alternatively put forward for inclusion in the 2024 annual Highways plan.

2922 Planning applications for consideration

2922- 1	21/00544/TRE	Plot Ref :-	Type :-	TRE
	Applicant Name :-	Mr Fensome	Date Received :-	03/11/2021
	Location :-	10 Osprey Road Flitwick Beds MK45 1RU	Date Returned :-	22/11/2021
	Proposal :	Works to Trees Protected by a Tree Preservation Order MB/76/00007/G2: Remove Lime Tree		
	Observations :	FTC - Support Members supported removal of the tree for public safety reasons.		

2922- 2	21/00545/TRE	Plot Ref :-	Type :-	TPO
	Applicant Name :-	Claire Wardle	Date Received :-	08/11/2021
	Location :-	Tree Belt Between Dunstable Rd & Petley Close Flitwick	Date Returned :-	22/11/2021

MK45 1XP

Proposal : Works to a trees protected by a Tree Preservation Order (MB/01/00012 / G3 and G4) : MB/01/00012/G3 Coppice Elm, Ash and self set Sycamore. Crown lift off path to give 2 meter clearance the Crab apple and Cherry. Tidy Trim Snowberry and other small shrubs 10cm from path edge. Reduce Hollies to half height of yews to a minimum top height 3 meters Pelley Close edge / adjacent to house and garden side of tree belt. 2 meter lateral reduction of Oak (T1) on house side. Remove lowest limb of Yew Tree (T2) over garden property. Reduce top of Sycamore (T3) by 4 meters and dead wood. MB/01/00012/G4 Deadwood Oak (T4).

Observations : FTC - Support

2922- 3	21/04314/FUL	Plot Ref :-	Type :-	FULL
	Applicant Name :-	Mr & Mrs R Savage	Date Received :-	29/10/2021
	Location :-	1 Abbis Close Flitwick Beds MK45 1AF	Date Returned :-	22/11/2021
	Proposal :	Proposed rear facing dormer extension and Velux type windows to front elevation		
	Observations :	FTC - Support		

2922- 4	21/04668/FUL	Plot Ref :-	Type :-	FULL
	Applicant Name :-	Ms Beldom	Date Received :-	04/11/2021
	Location :-	12 Windmill Road Flitwick Beds MK45 1AT	Date Returned :-	22/11/2021
	Proposal :	Single storey rear extension, conversion of parking area with first floor extension over and erection of detached garage.		
	Observations :	FTC - Support		

2922- 5	21/04694/FUL	Plot Ref :-	Type :-	FULL
	Applicant Name :-	Mr Ed Honeyman	Date Received :-	04/11/2021
	Location :-	22 Byron Crescent Flitwick Beds MK45 1QE	Date Returned :-	22/11/2021
	Proposal :	Garage conversion with new dual pitch roof, replacing flat roof.		
	Observations :	FTC - Support		

2922- 6	21/04698/FUL	Plot Ref :-	Type :-	FULL
	Applicant Name :-	Mr Mehmet Kavak	Date Received :-	04/11/2021
	Location :-	119a Station Road Flitwick Beds MK45 1LA	Date Returned :-	22/11/2021
	Proposal :	Change of Use from A1 to A5, including installation of ventilation equipment and ground floor and first floor rear extensions.		
	Observations :	FTC - Support		

2922- 7	21/04703/FUL	Plot Ref :-	Type :-	FULL
	Applicant Name :-	Mrs Kate Talbot	Date Received :-	03/11/2021
	Location :-	26 Hampden Road Flitwick Beds MK45 1HX	Date Returned :-	22/11/2021
	Proposal :	Proposed internal and external alterations to dwelling 2 x french doors, 1 x upvc door, 2 x velux rooflights to rear		
	Observations :	FTC - Support		

2922- 8	21/04809/REG	Plot Ref :-	Type :-	CC
	Applicant Name :-	CBC	Date Received :-	01/11/2021
	Location :-	Land off Fordfield Road Steppingley Bedford	Date Returned :-	22/11/2021
	Proposal :	Erection of new Crematorium and ancillary facilities incorporating Floral Tribute and Book of Remembrance Buildings, together with new site access / access road, car parking and service yard. New facility within newly landscaped setting, incorporating landscape buffers, sculpted mound, footpath network, new lake / balancing pond and gardens of remembrance.		
	Observations :	<p>Members RECOMMENDED to object to the application based on the following;</p> <ol style="list-style-type: none"> 1. Unnecessary use of greenbelt land - as the land is good farming land and may lead to development creep for housing. 2. Location not appropriate - Close to old peoples homes / care facilities and a hospital site designated for future development to a health hub. 3. Road junction is dangerous for access - Visibility and access arrangements on a small road not acceptable and requires a major upgrade of the road given current use, and potential further use in the future with known developments in Marston Moretaine and the increase in traffic. 4. Implications for worsening traffic congestion through Flitwick at peak times and motorway diversion route 5. The proposed design of the building - Building has a lot of traditional methods of construction. The building could have less of a visual impact by using green technology (Sedum roofs and impact from screening that would not spoil the countryside view from the surrounding area (Countryside and train etc.) 6. Carbon footprint of the building - Given COP26 and the agreements to reduce the use of Fossil fuels this scheme has not looked at alternatives to gas fired cremation, (using electric, water, Nitrogen methods) all have less emissions. The use of fossil fuels goes against CBC own Sustainability Policy, thereby requiring evidence that the carbon footprint is in line with the sustainability targets with evidence of how it would be offset. 7. Lack of consultation - In the documentation it states that consultation has taken place with parish and town councils. This was done at a very basic level in the first application before it was withdrawn for planning. Since then no consultation has taken place on the new planning application/proposal. 8. No consideration of sites in the west of CBC - alternatives should be considered - no alternative sites reviewed in the west of the County, Position, Access etc. 9. CBC have only considered land in ownership by CBC - need to consider other sites - Industrial land between Ampthill and Bedford for example that is not close to villages etc. 10. Contrary to CBC's own policies including sustainability and use of farming and agricultural land. <p>It was RECOMMENDED to appoint a Planning Consultant to assist with the Council's objection to the application. Members agreed expenditure up to £5,000 from 601/4506 (Professional Fees).</p>		

Mr & Mrs Coleman
24 Dewpond Road, Flitwick, Beds, MK45 1RT

Demolition of existing conservatory and erection of a single storey rear extension and first floor side extension over existing garage.

NOTES: Revised floor plans and elevations received following original submission in June 2021.

FTC Objected to original application due to the following material planning considerations:
Page 3 - Layout and density of building design, visual appearance and finishing materials.

Members SUPPORTED the application.

CB/21/04709/FULL

Received 1/11/2021

Mr D Ward-Clarke
47 Station Road, Flitwick, Bedford, MK45 1JT

Erection of new outbuilding with first floor living space and front facing dormer.

Members SUPPORTED the application.

2924 To consider major development at Marston Mortaine

Members had a lengthy discussion around application - CB/21/03787/DB - Land South of Marston Mortaine, East of the A421 and West of the Marston Vale Railway Line, Woburn Road, Lidlington and the impact it would have on Flitwick.

It was RESOLVED to write to the Chief Executive at CBC raising the following concerns in relation to application CB/21/03787/DB and the impact it would have on Flitwick;

1. Highways
2. Parking
3. Infrastructure
4. Members felt that Flitwick Town Council should be a consultee on an application of this scale due to the impact it would have in the Town.

2925 Correspondence received

CBC advised that an enforcement case had been created for Land between 24 and 26, Trafalgar Drive, Flitwick CB/EN/21/0518.

The Chairman advised that correspondence had been received from a resident about commuter parking issues near Dove Walk. Members agreed to forward this onto the Highways department and Ward Members.

2926 Neighbourhood Plan Feasibility

The Chairman advised Members that an article would be placed in Flitwick Papers to gauge resident interest and a video would be created to share on social media.

Members of the working group would also attend the Market on a regular basis until January 2022 to engage with residents.

2927 To note planning decisions from Central Bedfordshire

Noted.

2928 Highways

The Chairman had set up walkabouts around the Town to identify Highway issues, a report would be compiled following this and issued to CBC for action.

2929 Marketing & Communications Plan 2021-22

Noted.

2930 Marketing & Communications Forward Plan

Noted.

2931 Questions

None.

The Meeting closed at : 21.35

Signed :

Chairman

Date:

On behalf of :-

Flitwick Town Council

NOTIFICATIONS OF PLANNING DECISIONS FROM Central Bedfordshire Council

Minute Ref 06

Wed 8 December 2021

District Ref

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 1

GRANTED PLANNING PERMISSIONS

E 21/00770/FUL	Approved	1 The Russell Centre
E 21/02914/FUL	Approved	24 Dew Pond Road
E 21/03379/FUL	Approved	11 Dickens Road
C 21/03466/FUL District COMMENT CBC Granted Planning Permission. Please refer to the Planning Officer's Delegated report for detailed information in addition to the following comments regarding Objections from Flitwick Town Council. "With regards to their concerns that the development represents overdevelopment of the site it is clear that there will be sufficient garden/amenity space for the house as they are adding to their residential curtilage to accommodate the extension. It is accepted that the extension is to be finished in materials that are different from this of neighbouring properties but this is not considered to be a reason for refusing the application - as stated above. "The matter of loss of amenity area has been covered above - this is a very small section of a very large area of open land."	Approved	8 Robin Close Local COMMENT FTC - Object 1. Overdevelopment of the property 2. Not in keeping with the street scene 3. Loss of public amenity space In addition, Members expressed concern regarding the ownership of the public amenity land included for development within the application.
E 21/03617/FUL	Approved	9 Tythe Close
E 21/03766/FUL	Approved	40 Byron Crescent
C 21/03800/FUL District COMMENT CBC Approved Extract from Delegated Officer's Report regarding FTC Objection: "An objection has been raised on the basis of insufficient provision for foul water disposal. The application has stated that the facilities within the village hall are to be used for foul water disposal. Foul water will be collected within the container itself and discharged separately within the building via the appropriate system rather than via storm drains within the car park. This arrangement is considered to be acceptable given the low level of use associated with the beauty salon. "The Parish have also queried the type of application that the scheme has been submitted under. It is considered that a change of use application is appropriate in this case as this type of application covers the siting of the container itself as well as the introduction of the new use at the site."	Approved	Flitwick Village Hall Local COMMENT FTC - Object Members objected due to invalidity of planning application and incorrect information within the application. 1. This is the siting of a temporary building that has not had any planning application in the last three years and the unit has appeared within the last year. So not a change of use as should be a planning application for the siting of a temporary building. 2. Issues around drainage inaccurate, as foul water is draining on to the ground and entering surface water drainage. (Vote-5 in favour, 2 abstentions)
C 21/03899/FUL District COMMENT CBC Approved with conditions to meet the	Approved	Land adjacent and to the rear Local COMMENT FTC - OBJECT on the grounds of Overdevelopment. FTC supports the conclusion of the CBC Pre-Application advice of 20 July as follows: "Whilst acceptable in principle, the design, mass and layout of the proposals are representative of

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GRANTED PLANNING PERMISSIONS

following requirements. Full details available on the CBC Planning page.

- Safeguard privacy of adjoining properties
- Ensure acceptable landscaping standard
- Minimise impact of construction works on amenities of nearby residences
- Control appearance of building in interests of visual amenities of locality
- Minimise danger, obstruction and inconvenience to users of the highway and the premises
- provide ease of access for residents into/from a vehicle parked in this space and to provide adequate driver/driver and driver/pedestrian intervisibility
- Ease of access to the parking provision for no. 12 and for access to cycle parking and access to and from the refuse storage area and refuse collection point, in the interests of encouraging the use of sustainable modes of transport and in the interest of amenity clear of the public highway.
- retain off-street parking provision and thereby minimise the potential for on-street parking which could adversely affect the convenience of road users
- ensure the provision of adequate cycle parking to meet the needs of occupiers of the proposed development in the interests of encouraging the use of sustainable modes of transport
- ensure the development protects and exploits opportunities for the use of sustainable transport modes for the movement of people in accordance with paragraph 107 e) of the National Planning Policy Framework 2021 and Policy T5 of the Central Bedfordshire Local Plan
- ensure a net gain in biodiversity in accordance with the NPPF and Policy EE2: Enhancing Biodiversity in the Central Bedfordshire Local Plan.

overdevelopment of the site and would not be appropriate to the surrounding setting. The development is not considered to contribute positively to the character of the area nor the appearance of the street scene and would not achieve high quality design. Furthermore, the proposed development would have an unacceptable impact upon the quality of the future living environment of No.12 Water Lane through a reduction in the size and quality of its external garden."

E 21/04071/FUL	Approved	13 Willow Way
E 21/04102/FUL	Approved	Ground Floor Centre
E 21/04147/FUL	Approved	4 Denel Close
E 21/04253/VOC	Approved	10 Tythe Close
E 21/04336/FUL	Approved	34 Truro Gardens

REFUSED PLANNING PERMISSIONS

C 21/03980/FUL Refused
District COMMENT CBC Refused application.

1) The proposal by reason of its siting, form and design would result in a cramped form of development that would not reflect the pattern of development within the streetscene of Hinklesy Road and would appear conspicuous and out of keeping with the character and appearance of the area. Moreover, the proposal would result in a harmful loss of privacy to the main rear garden of the neighbouring property 16a Hinklesy Road. Therefore, the proposal does not therefore represent a high quality layout and design and is therefore contrary to policy HQ1 of the Adopted Local Plan 2021, Section 12 of National

14 Hinklesy Road
Local COMMENT FTC - No objection, subject to satisfactory tree and ecological surveys.

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Page No : 3

Planning Policy Framework (2021) and the adopted Central Bedfordshire Design Guide (2014).

E 21/04047/TD	Refused	Manor Way
E 21/04178/FUL	Refused	Lnd 2 rear 39-41 Dunstable Rd

Development Management

Central Bedfordshire Council

Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ
www.centralbedfordshire.gov.uk



Mr R McGregor
Clerk to Flitwick Town Council
The Rufus Centre
Steppingly Road
Flitwick
Bedford
MK45 1AH

Contact Planning Appeals Team
Email planning.appeals@centralbedfordshire.gov.uk
Your Ref APP/P0240/D/21/3283449
Date 19 November 2021

Dear Mr McGregor,

TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78

Site address: 2 Arundel Close, Flitwick, Bedford, MK45 1RR
Description of development: Two storey and single storey rear extensions.
Appellant's name: Mr Cassell
Appeal reference: APP/P0240/D/21/3283449
Application reference: CB/21/02951/FULL

Two storey and single storey rear extensions.

I refer to the above details. An appeal has been made to the Secretary of State against the Council's decision to refuse planning permission for the proposed development described above.

This appeal will be determined on the basis of **written representations**. The procedure to be followed is set out in Part 1 of the Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

As this appeal is proceeding under the **Householder Appeals Service**, there is no opportunity for you to submit further comments. However, we have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to withdraw any representations you made on the application, you must make this request to the Planning Inspectorate within 4 weeks of the appeal's starting date. You can do this online at <https://acp.planninginspectorate.gov.uk>. If you do not have access to the internet, you can write (quoting the appeal reference APP/P0240/D/21/3283449) to The Planning Inspectorate, Temple Quay House, 2 The Square, Bristol, BS1 6PN.

The Planning Inspectorate will publish appeal documentation, including copies of representations received, on the Planning Portal website. All information provided in your representation, including your name and address, will be published. If you object to publication in this way, please contact the Planning Inspectorate directly.

The Planning Inspectorate aims to deal with appeals following this procedure within 8 weeks of the appeal start date. When made, the decision will be published online at <https://acp.planninginspectorate.gov.uk> and is also available to view or download on the Council's website <http://www.centralbedfordshire.gov.uk/planning-register>.

Yours sincerely,

A handwritten signature in black ink that reads "Andrew Davie". The signature is written in a cursive style with a capital 'A' and 'D'.

Andrew Davie
Assistant Director - Development Infrastructure

Development Management

Central Bedfordshire Council

Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ
www.centralbedfordshire.gov.uk



Cllr C Gomm
Glenister
34b Church Road
Westoning
Beds
MK45 5JW

Contact Planning Appeals Team
Email planning.appeals@centralbedfordshire.gov.uk
Your Ref APP/P0240/W/21/3276243
Date 01 December 2021

Dear Councillor Gomm,

TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78

Site address: Land to the side and rear of 41 - 47 Coniston Road Coniston Road
Flitwick MK45 1QJ
Description of development: Construction of single storey 2-bed dwelling
Appellant's name: Mr M Allyjaun
Appeal reference: APP/P0240/W/21/3276243
Application reference: CB/20/04769/FULL

The decision against this appeal has been received as 'Planning Appeal Dismissed'.

This application can be viewed at <http://www.centralbedfordshire.gov.uk/planning-register> by entering the application reference 20/04769.

Yours sincerely,

Customer and Operations Appeals Team
planning.appeals@centralbedfordshire.gov.uk



Flitwick Town Council - Marketing & Communications Plan 2021/22

Status - DECEMBER 2021

Committee: Planning

COMMITTEE	ACTIVITY	PURPOSE	TARGET AUDIENCE	ACTIONED BY	REGULARITY	STATUS	NOTE
INFORMATIVE							
Council/ Community/ Corporate/ Business/ Planning	FTC/Committee Meeting Agenda and Minutes	Publish link to documents for each meeting - agenda, minutes, supporting papers, draft minutes	Residents/Local Organisations/ Businesses	CMM/RT	Pre and Post each meeting		Document links shared on website. Need to tie in with committee meeting previews and post meeting summaries on social media under 'Engagement'
ENGAGEMENT							
Council/ Community/ Corporate/ Business/ Planning	FTC/Committee Meeting Previews and Summaries	To promote greater awareness of the subjects being discussed at next planned meeting and post meeting to confirm recommendations. Create a better understanding of each committee's responsibility. Encourage residents to attend meeting if subject is of interest to them and make them aware of the opportunity to speak.	Residents	CMM/Committee Chair (Except Personnel)	Pre/Post each meeting		New push on agenda to highlight agenda items and post meeting outcomes of public interest. Ties in with document links on website under 'Informative'.
Planning	Getting consent	Promote the process for Planning applications, with links to any relevant background info on CBC Planning website. Inform the role that FTC play in the planning process	Residents	Planning Committee Chair	Quarterly		Story included in Winter Flitwick Papers with the Neighbourhood Plan story.

KEY

	Completed/ Ongoing
	In Process

MARKETING & COMMUNICATIONS MONTHLY FORWARD PROMOTIONAL PLAN

Month: **December 2021**

DATE W/C	COMMITTEE	ACTIVITY	MEDIUM
29 th Nov	Community	Christmas Lights Switch On – event round-up and image gallery FB live promo	Social media, website
	Community	Flitwick Photo Calendar – Ideal Christmas present	Social media, website, Flitwick Market, noticeboards, flyers
	Community	Over 60's Lunch Club Christmas Event – bookings for 14 th Dec	Social media, website, Flitwick Market, noticeboards, flyers
	Community	Flitwick Festive Fun Competition	Social media, website, Flitwick Market, noticeboards, flyers, school emails
	Community	Forget me Not – 6 th Dec – Christmas celebration	Social media, website, flyers, noticeboards, Flitwick Market
	Community	Christmas Craft Market – this weekend Sat 4 th Dec	Social media, website, Flitwick Market, noticeboards, flyers, What's on listings
	Community	Youth Hub – Air hockey delivery	Social media
	Community	Big Beds Clean Up event – 5/12	Social media, website
	Community	FTC at Flitwick Market – 3/12	Social media
	Community	Committee Meeting 7/12 – agenda highlights of public interest	Social media

	Business	Rendezvous Café vouchers – ideal Christmas presents	Social media, website, Flitwick Market, noticeboards
	Business	Start of pre-booked Christmas lunches at Rendezvous/menu push	Social media, website, Flitwick Market, noticeboards, flyers
	Business	Homemade specials, cakes, festive drinks at the Rendezvous Café	Social media, website
	Business	Friday Nights@Rendezvous post Christmas party event 26/11 images	Social media, website
	Business	Friday Nights@Rendezvous Quiz Night Jan 22 – Cyber Monday 29/11 offer	Social media, website
	Business	Video conferencing capability Rufus Centre Choice of meeting rooms	Social media, website, flyers, client mailing, Beds Chamber of Commerce
	Business	Chamber of Commerce Christmas Event, Lockyer Suite 2 nd Dec	Social media, exhibition stand
	Planning	Committee Meeting 8/12 – agenda highlights of public interest	Social media
	Town Council/Planning	Extraordinary meeting 7/12 – CBC Crematorium planning application preview	Social media
	Town Council	Kickstart Recruitment – one hospitality vacancy	Social media, website, Flitwick Market, noticeboards, recruitment fair
	Town Council	Christmas Tree at Town Council offices/Rufus Centre	Social media
6 th Dec	Community	Forget Me Not – Christmas party photos	Social media
	Community	Men's Club – Christmas meal photos	Social media

	Community	Christmas Craft market this weekend – Sun 12 th Dec	Social media, website, Flitwick Market, noticeboards, flyers, What's on listings
	Community	Stitchers' Christmas Cracker photos of display	Social media, website,
	Community	Flitwick Festive Fun prize draw – new Christmas tree category	Social media, website, Flitwick Market, noticeboards, flyers school emails
	Community	'Take a Seat' Tesco blue token vote for us – deadline 31 st Dec (moved from Nov)	Social media, website, Flitwick Market,
	Community	Over 60's Lunch Club Christmas Event – reminder to book for 14 th Dec	Social media, website, Flitwick Market, noticeboards, flyers
	Community	Youth rangers Manor Park	Social media, website
	Community	Winter planting around the town (moved from Nov)	Social media, website
	Community	Committee Meeting 7/12 – outcome highlights of public interest	Social media
	Business	Office space – tenants vacancies – full offering	Social media, website, flyers, Beds Chamber of Commerce
	Business	Festive drinks, homemade specials, cakes at the Rendezvous Café	Social media
	Business	Casual vacancies for Rufus Centre Hospitality Assistants	Social media, website, flyer
	Business	Santa pays a visit to the Rendezvous Café – (Breakfast with Santa)	Social media
	Business	Committee Meeting 14/12 – agenda highlights of public interest	Social media

	Planning	Neighbourhood Plan – do you want to get involved?	Social media, website, Flitwick Market, noticeboards, flyers, school emails
	Planning	Committee Meeting 8/12 – outcome highlights of public interest	Social media
	Town Council	Flitwick Papers Winter edition out now	Social media, website
	Town Council/Planning	Outcome of decision on CBC Crematorium Planning Application from Extraordinary meeting 7/12	Social media, website
	Town Council	Town Mayor's new page on website	Social media
13 th Dec	Community	Thank you to sponsors of Over 60s Christmas Meal – veg preparation underway!	Social media, website,
	Community	Over 60s Christmas Meal – 14 th Dec – afternoon	Social media, FB live?
	Community	Flitwick Festive Fun – check out the image gallery on the website and interactive map	Social media, website
	Business	Weddings at Rufus – Christmas one of the busiest times for engagements	Social media, website, flyers regional wedding magazines
	Business	Festive drinks, Homemade specials, cakes at the Rendezvous Café	Social media
	Business	Friday Nights@Rendezvous – Quiz night Jan 22	Social media, flyers, noticeboards
	Business	Party venue - planning for 2022 (resident discount)	Social media, website
	Corporate	Committee Meeting 21/12 – agenda highlights of public interest	Social media
	Town Council	Chat to a Councillor session at Flitwick Market/FTC stall – 17 th Dec (check)	Social media, website
20 th Dec	Community	Flitwick Festive Celebrations – Video round up of all the Christmas activities in the town inc. Breakfast with Santa	Social media, website, (Video)

	Community	Flitwick Festive Fun winners of prize draw – explore the town with interactive map	Social media, website
	Business	Breakfast with Santa – review of the three events	Social media
	Business	Rendezvous Café – Christmas opening times	Social media, website,
	Business	Festive drinks, Homemade specials, cakes at the Rendezvous Café	Social media, website
	Corporate	Committee Meeting 21/12 – outcome highlights of public interest	Social media
	Town Council	Merry Christmas & Happy New Year message to residents – office opening times	Social media, website
27th Dec	Business	Come and see us in between Christmas and New Year - Homemade specials, cakes at the Rendezvous Café – Opening times reminder	Social media, website

Note:

Timings to be confirmed once additional information received for the following:

Community: Youth Shelter, bins and benches – Millennium Park

Green Wheel

P3 Group Work

Committee meeting agenda highlights/outcomes – dependent on agenda items

This an evolving document. There will be activities for promotion that arise during each month, and additional promotional opportunities for sharing to support third party activities. In addition, some activities may move w/c allocation. Each time this document is an agenda item for a committee meeting it will have the latest version.