



FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 18/01/2022- 431

13TH January 2022

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the **Council Meeting of Flitwick Town Council** that will take place on **Tuesday 18 January 2022 at The Rufus Centre and via virtual access** commencing at **7.45 p.m.** in order to transact the under mentioned items of business. Yours faithfully

Rob McGregor

Rob McGregor
Town Clerk

Distribution: All Town Councillors
Notice Boards
Central Bedfordshire Council

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. **TOWN MAYOR'S ANNOUNCEMENTS**

To receive announcements from the Town Mayor.

4. **REPORTS FROM WARD MEMBERS**

To receive reports from Central Bedfordshire Council ward members.

5. **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.

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODgwMGJhZGQtNDE3Mi00YWRhLTg5ODctZmRhOWVhZTE2ODNm%40thread.v2/0?context=%7b%22Tid%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22Oid%22%3a%221a1e83d2-fc3d-46f4-92bc-b4407aca52d1%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**.

6. **INVITED SPEAKER**

7. **MEMBERS QUESTIONS**

To receive questions from members.

8. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive and adopt the minutes of the Town Council Meeting held, on **Tuesday 16th November 2021**, this meeting was held at the Rufus Centre and via virtual access.
- b. For Members to receive and adopt the minutes of the Extra Ordinary Town Council Meeting held, on **Tuesday 7th December 2021**, this meeting was held at the Rufus Centre and via virtual access.
- c. For Members to receive and adopt the minutes of the Extra Ordinary Town Council Meeting held, on **Wednesday 22nd December 2021**, this meeting was held at the Rufus Centre and via virtual access.
- d. For Members to receive and consider **resolutions and recommendations** of the Planning Services Committee Meeting, held on **Wednesday 18th November 2021**, this meeting was held at The Rufus Centre and via virtual access.

Members are asked to note that the Council has endorsed the Planning Committee's view to object to the crematorium application at the Extra Ordinary Council meeting on 7th December 2021 and therefore consideration is only required for minute number 2924 - To consider major development at Marston Mortaine.

- e. For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 7th December 2021**, this meeting was held at The Rufus Centre and via virtual access.
- f. For Members to receive and consider **resolutions and recommendations** of the Business Services Committee Meeting, held on **Thursday 14th December 2021**, this meeting was held at The Rufus Centre and via virtual access.
- g. For Members to receive and consider **resolutions and recommendations** of the Personnel Committee Meeting, held on **Thursday 9th December 2021**, this meeting was held at The Rufus Centre and via virtual access. (To be moved to exempt)

- h. For Members to receive and consider **resolutions and recommendations** of the Corporate Services Committee Meeting, held at The Rufus Centre and on **Tuesday 21st December 2021**, this meeting is held via virtual access.
- i. For Members to receive and approve **resolutions and recommendations** of the Community Services Committee Meeting, held at The Rufus Centre and on **Tuesday 4th January 2022**, this meeting is held via virtual access.
- j. For Members to receive and approve **resolutions and recommendations** of the Planning Services Committee Meeting, held on **Thursday 6th January 2022**, this meeting is held at The Rufus Centre and via virtual access.
- k. For Members To receive and approve **resolutions and recommendations** of the Personnel Committee Meeting, held on **Thursday 6th January** and **Thursday 13th January 2022**. (To be moved to exempt).
- l. For Members to receive and approve **resolutions and recommendations** of the Business Services Committee Meeting, held on **Thursday 13th January 2022**, this meeting was held at The Rufus Centre and via virtual access.
- m. Members are asked to note the Planning Committee decisions from 18th November, 8th December and 6th January.

9. **MATTERS ARISING**

- a.
 - i) Minutes of the Town Council Meeting held on Tuesday 16th November 2021
 - ii) Minutes of the Extra Ordinary Council Meeting held on Tuesday 7th December 2021
 - iii) Minutes of the Extra Ordinary Council Meeting held on Wednesday 22nd December 2021.
- b. Members to receive any updates from Officers.

10. **ITEMS FOR CONSIDERATION**

a. **Proposed Budget 2022-23**

- i) Members are asked to note the Chairman's report on the proposed budget for 2022-23.
- ii) Members are asked to consider the proposed budget for 2022-23 that has been circulated.

b. **Rolling Capital Fund (RCF)**

- i) Members are asked to note the RCF Summary circulated.
- ii) Members are asked to approve the following RCF application:
Community Services – contribution of £600 for Hub Car Park hoop barriers.

iii) **Financial Regulations Amendment Proposal**

Members are asked to consider an amendment to the Financial Regulations to allow Officers a 5% or 10% margin on RCF project overspends following committed budgets

approved by the Council. Officers would revert to Council for approval of funds that exceed overspends above the percentage agreed.

c. Interim Internal Audit for the year ended 31 March 2022

For Members to receive and consider the first Interim Audit Report for year-end 31st March 2022.

d. Environmental Policy & Action Plan

For members to adopt the Environmental Policy and Environmental Action Plan. Members are also asked to consider officers obtaining quotations to have an independent environmental audit carried out. The quotations when received will be presented to the Council for consideration.

e. Self Defence Course

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

f. Delivery Plan & Committee Priorities

- i) Members are asked to note the Delivery Plan document and report circulated.
- ii) Members are asked to approve the circulated priorities for each Committee. This has been discussed by each Committee to guide Officers on what the focus areas are in line with the strategy for the Council.

g. Scheme of Delegation

Members are asked to carry out a review of the Town Council's Scheme of Delegations.

h. Rural Match Funding - Integrated Programme 2022 – 2023

For members to receive correspondence and application process for the Highways Improvement Scheme 2022 -2023. Members are asked to consider any schemes they may wish to put forward. Any proposed schemes will have to be match funded with a 50% contribution from the Town Council. (correspondence attached).

i. Town Mayor Allowance Policy

Members are asked to consider and adopt the circulated Town Mayor's allowance policy.

11. ITEMS FOR INFORMATION

There are no items for information.

12. 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**.

13. 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.

8g, 8k) Personnel Resolutions

13a) Youth Provision

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.