



FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 15/02/2022- 432

10TH February 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 15th February 2022 at The Rufus Centre**, 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.

Click the link below to join this Teams meeting:

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 18th January 2022**, this meeting was held at the Rufus Centre and via virtual access.
- b. For Members to receive and consider **recommendations** of the Corporate Services Committee Meeting, held on **Tuesday 25th January 2022**, this meeting was held at The Rufus Centre and via virtual access.
- c. For Members to receive and consider **resolutions and recommendations** of the Planning Committee Meeting, held on **Tuesday 27th January 2022**, this meeting was held at The Rufus Centre and via virtual access.
- d. For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 1st February 2022**, this meeting is 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 10th February 2022**, this meeting was held at The Rufus Centre and via virtual access.
- g. Members are asked to note the Planning Committee decisions from 27th January.

9. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on Tuesday 16th November 2021.
- b. Members to receive any updates from Officers.

10. ITEMS FOR CONSIDERATION

a. Amendments and Annual Review - Financial Regulations

Members are asked to carry out the annual review of the Town Councils Financial Regulations, which include minor amendments on overspends of no more than 5% for RCF projects as **RESOLVED** at the Council meeting on 18th January 2022.

c. Planning Chairman

Members are asked to elect a Planning Committee Chairman.

If there is a requirement to elect a Vice Chairman, they would be elected at the next Planning Committee meeting.

d. Annual Assembly

- i) Members are asked to consider moving the scheduled date for the Annual Assembly from Tuesday 5th April to Tuesday 26th April. If this proposal is accepted, Corporate Services Committee will move to Thursday 28th April.
- ii) Members are asked to consider the focus or external speakers (if any) that they would like at the meeting.

e. Defibrillator

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

f. Planning Application – 42 High Street

Members are asked to consider the following application for 42 High Street, Flitwick, Beds, MK45 1DU – CB/22/00211/FULL – Demolition of existing building and erection of replacement building with 9 flats, car parking, cycle parking and bin store. See supporting paper for full information from CBC.

g. Street Food Heroes

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

h. Meetings

Members are asked to consider reverting to in-person meetings considering Government guidance and no lockdown being imposed.

i. Interim Internal Audit for the Year Ended 31 March 2022

For Members to receive and consider the second Interim Audit Report for year-end 31st March 2022. See supporting papers for a copy of the report.

j. Neighbourhood Plan – Working Group

Members to receive a report from the Neighbourhood Plan Working Group and consider recommendations circulated.

k. Rolling Capital Fund (RCF) Applications

- (i) Members are asked to note the circulated RCF Summary.

- (ii) Members are asked to approve the following application to the RCF:

Additional Café Furniture - £7,782 – for 6 tables to seat 6 people + 24 additional chairs.

The original supplier of the café furniture is the only company in the UK that imports have these chairs. The chairs per unit are £213.

The same company have been able to facilitate getting rectangular tables made using the same tabletop standard and colour of our current tables these would be able to seat 6 people comfortably. They would have the same base as the current tables in the café. The cost of each table would be £445.

This would put the overall total to £7,782.00.

The furniture is bespoke and explains why there is only one quote for this item.

I Annual Residents Survey

Members are asked to consider the circulated draft Annual Residents Survey with a view to presenting outcomes at the Annual Assembly.

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.

13a Local Organisation Proposal – for consideration.

13b Electricity Contract – for consideration.

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.