



**MINUTES OF FLITWICK TOWN COUNCIL MEETING
HELD ON 15th FEBRUARY 2022
AT 7:45PM AT THE RUFUS CENTRE & VIA VIRTUAL ACCESS**

Present

Cllr A Snape (Chairman)
Cllr A Lutley
Cllr D Toinko
Cllr K Badham
Cllr C Thompson
Cllr J Gleave
Cllr R Shaw
Cllr H Hodges
Cllr A Chacko

Cllr I Blazeby, Cllr J Roberts, Cllr M Platt (via virtual access)

Cllr C Gomm – Central Beds Ward Member
Cllr N Bunyan – Central Beds Ward Member

Also present:

Rob McGregor – Town Clerk & Chief Executive
Susan Eldred – Community Services Manager
Sally Auker-Phillips – Administration Officer

5204. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr G Mackey – work commitments.

Apologies for absence were received from Cllr J Dann – unwell.

Apologies for absence were received from Cllr P Earles – holiday

5205. 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.

5206. TOWN MAYOR'S ANNOUNCEMENTS

The Chairman advised that he had attended the following Civic engagements:

- Squirrels first investiture with the Flitwick Scout Group who were the first Scout group in a 50-mile radius to have set up a Squirrels group. The Chairman thanked Cllr Thompson for attending the second investiture and representing the Council.
- Redbourne Environmental Group, the Chairman thanked Cllr Thompson, Cllr Shaw, Cllr Mackey, Cllr Gleave and Cllr Toinko for attending.

- Community Engagement at the Village Hall, the Chairman thanked Cllr Gleave, Cllr Hodges, Cllr Thompson Cllr Mackey, Cllr Shaw and Cllr Lutley for their assistance.

The Chairman updated the Members on co-option and advised that the second casual vacancy co-option has been received and posted. There were two applications received by the Town Clerk and advertising would continue with the intention of following published process. Interviews would take place with the Mayor and Deputy Mayor before the next Town Council Meeting and the paperwork would be sent through to Council for a decision at the Town Council meeting in March.

Cllr Hodges arrived at the meeting at 7.50pm

5207. REPORTS FROM WARD MEMBERS

Ward Members reported the following:

- The Interchange development was progressing well and looked to complete earlier in March 2023. The Town Clerk advised of a meeting he had with the contractors today (15th February 2022) advising him of a Planning condition the contractor received from CBC which might delay the start date to June, the Ward Councillors were unaware of the delays.
- Flitwick Easter Egg Hunt 14th April– Sponsored by contractors Osbourne who donated the Easter eggs.
- Ferndale Older Peoples Home Scheme had been awarded to Farrans Construction? and due to start end of March, FTC will be informed of the site meeting date when work commences.
- CBC said they had appointed BP Pulse to expand the network of electric vehicle charging points across Central Bedfordshire. Cllr Gomm added that installing charging points in every household in Central Bedfordshire would be large project, (more information on the CBC website).
- CBC advised on their Bus Service Improvement Plan - Enhanced Partnership with Bus operators had been approved and would encourage people to use buses more. CBC were awaiting the amount of funding and would be in touch with more updates.
- The Aldi store development application will be going before DMC on the 16th February 2022.

The Chairman asked Members if they had any questions for the Ward Members.

A member asked Cllr Gomm for updates on a question raised in the September Planning meeting regarding wheelchair users crossing from Tesco's to the Station and 'drop off' points. He added that CBC had confirmed to a resident that there would not be an official 'drop off' point at the Station, he wanted to know how this fitted with CBC's commitment to wheelchair users. Cllr Bunyan said that he had sent an email today (15th February 2022) to the Principal Project Manager, Nick Shaw relaying the concerns for wheelchair users and highlighting the importance of a vital and necessary service for residents. Cllr Badham proposed that FTC write a letter to emphasise our concern for disabled wheelchair users 'drop off' points.

Action: Town Clerk

The Chairman praised CBC for their consideration of social value being put into contracts and enquired as to whether the Town Council could be included in future discussions on what elements of social value are actually delivered.

5208. PUBLIC OPEN SESSION

Mr Daley – joined virtually as a member of the public.

Action: ESM

5209. INVITED SPEAKER

There was no invited speaker.

5210. MEMBERS QUESTIONS

Cllr Roberts mentioned the Police Priorities Setting Meeting he had attended with Cllr Mackey and asked if the new PC allocated to Flitwick had been in touch. The CSM confirmed that PC Lynsey Dagley, PSCO Sarah Carne and PSCO Josh Brewer had all been in to introduce themselves as the two allocated PCSO's and the PC for Ampthill, Flitwick and surrounding villages.

Members discussed the Queen's Jubilee bunting around the town and the approval process raised issues about delegation authority. The Town Clerk confirmed that he would take the points that had been raised on board.

5211. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. Members received and **ADOPTED** the minutes of the Town Council Meeting held on Tuesday 18th February 2022 subject to the following amendment to minute number 5200e to read- Cllr Thompson highlighted the leaflets and other work the Youth Panel had already suggested. To remove Cllr Chacko's name from the Members present list.
- b. Members **APPROVED** the **recommendations & resolutions** of the Corporate Services Committee Meeting, held on Tuesday 25th January 2022.
- c. Members **APPROVED** resolutions of the Planning Committee Meeting, held on Tuesday 27th January 2022.
- e. Members **APPROVED** the recommendations & resolutions of the Community Services Committee Meeting, held on Tuesday 1st February 2022.
- f. Members **noted** the resolutions of the Business Services Committee Meeting, held on Thursday 10th February 2022.
- g. Members **noted** the Planning Committee decisions from 27th January 2022.

5212. MATTERS ARISING

- a. Minutes of the Town Council Meeting held on Tuesday 18th January 2022.

A Member raised a question from the last Town council Meeting relating to the Ward councillor's discussion on £1700 grant funding and any progress that had been made on that matter.

The CSM updated members relating to item 10e of the 18th January 2022 Town Council agenda, 6-week Self Defence courses. Unfortunately, the instructor had withdrawn for personal reasons, and at the moment we are unable to find a replacement in line with the approved costs. The CSM will inform the Ward Councillor that at this time the ward Councillor match funding may not be required.

The Chairman explained that the ward Councillor funding had been allocated for this project and if this were not to go ahead, perhaps we should ask the Ward Councillor to bring something back to Community Services meeting in March regarding the Ward Councillor funding.

A Council member informed the CSM they may have a contact for a replacement instructor.

- b. There were no updates from Officers.

5213. ITEMS FOR CONSIDERATION

a. Amendments and Annual Review - Financial Regulations

Members were 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.

It was **RESOLVED** to defer this item to the March Town Council meeting.

b. Planning Chairman

Members were asked to elect a Planning Committee Chairman.

It was **RESOLVED** to appoint Councillor Gleave as Chairman of the Planning Committee.

c. Annual Assembly

- i) Members were 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.

It was **RESOLVED** to move the Annual Assembly to Tuesday 26th April 2022 and Corporate Services Committee to Thursday 28th April 2022.

- ii) Members were asked to consider the focus or external speakers for the Annual Assembly in April 2022.

It was **RESOLVED** to invite members of the local operational policing team to the Annual Assembly to report on matters relating to Flitwick.

d. Defibrillator

Members received a report from the Community Services Manager and considered the recommendations within the report.

It was **RESOLVED** to proceed with option two of the report, to purchase a defibrillator from the RCF, to be installed on Barclays Bank building on the East side of Flitwick subject to Barclay's permission.

e. Planning Application – 42 High Street

Members considered the planning 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.

It was **RESOLVED** to raise **NO OBJECTION** to this application.

f. Street Food Heroes

Members received a report from the Community Services Manager and consider the recommendations within that report.

Members raised concerns around pricing and value and any contributions that the Council would have to make. Concerns were also raised around which area of the park might be used. Concerns were also raised around the use of a DJ and what implications this may have on the neighbours. Questions were also raised around a trial period for this event.

It was flagged up that the antiques fare takes place on the first Sunday of each month and both car parks are used.

Members asked if SAG approval was required.

It was **RESOLVED** to approve option two of the report, to hold an event consisting of food traders, a bar, DJ and bouncy castle, within Millennium Park one Sunday each month from May to September 2022.

g. Meetings

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

It was **RESOLVED** to return to face-to-face meetings for Town Council and its Committees and that members of the public can also attend in person. To record numbers of the public attending remotely and in person.

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

Members received and considered the second Interim Audit Report for year-end 31st March 2022.

It was **RESOLVED** approve the Internal Audit and to thank the Finance team for a perfect report.

i. Neighbourhood Plan – Working Group

Members received a report from the Neighbourhood Plan Working Group and consider the recommendations.

Members thanked Councillor Gleave for a very robust report. Members were unclear on the benefits of producing the NP, is this something the community would want.

Concerns were also raised around what the objectives are when producing the NP, also officer commitment, unrealistic expectations, and the possibility of escalating costs.

A member pointed out the NALC report of 2018 which had some interesting phrasing around opportunity and diminishing influence that NPs have.

The Town Clerk gave some background of experiences around producing an NP.

No Proposals were made on this item, the item will be brought back to a future Town Council meeting.

j. Rolling Capital Fund (RCF) Applications

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

Members Noted this item.

(ii) Members were 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.

It was **RESOLVED** to purchase the café furniture as laid out in the RFC application.

k. **Annual Residents Survey**

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

It was **RESOLVED** to approve the residents survey subject to some minor amendments to question 22, man, woman, non-binary, prefer not to say and self-describe.

5214. **ITEMS FOR INFORMATION**

There were no items for information.

5215. **Public Open Session**

Mrs S Livens – raised a question relating to overgrown hedges along the Ridgeway, the Avenue and Brookes Road junction in Flitwick. She commented that she was unable to use the path with her walking aid (3-wheeler) due to the hedges being overgrown. The Chairman asked if the Environmental Services Manager could correspond with CBC on behalf of the resident.

5216. **EXEMPT ITEMS**

The following resolution was **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 **resolved** to exclude the public and press by reason of the confidential nature of the business about to be transacted.

Meeting ended at 21.56pm