



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

Present

Cllr A Snape (Chairman)
Cllr J Dann (Vice Chairman)
Cllr A Lutley
Cllr G Mackey
Cllr M Platt
Cllr D Toinko
Cllr P Earles
Cllr K Badham
Cllr C Thompson
Cllr J Gleave
Cllr H Hodges
Cllr A Chacko

Cllr R Shaw (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
Joe Daly – Member of the Public

5217. APOLOGIES FOR ABSENCE

Apologies were received and approved from Cllr J Roberts – On Holiday.

Apologies were received and approved from Cllr I Blazeby – Unwell.

5218. DECLARATIONS OF INTEREST

To receive Statutory Declarations of Interests from Members in relation to:

Disclosable Pecuniary interests in any agenda item – Cllr R Shaw item 10a.

Non-Pecuniary interests in any agenda item – None declared.

5219. TOWN MAYOR'S ANNOUNCEMENTS

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

- Civic Charity meal in Leighton Linlade.
- Civic Charity meal in Sandy.

The Town Mayor informed members that the Murder Mystery event being held on the 19th March 2022 had to be postponed due to illness and the date for the event would be moved to the 28th May 2022.

5220. REPORTS FROM WARD MEMBERS

Ward members informed Councillors that DMC at CBC would be hearing the Steppingley Crematorium application on the 16th March 2022. A number of Councils have objected including Flitwick. Ward members noted that no speaker from FTC was on the speakers list.

FTC members raised serious concerns that the opportunity to speak at DMC had been missed and the TC was asked to investigate this.

Ward members informed that Govia Thames Link were committed to delivering the step free access at the railway station with a start date of 2024, after the interchange project is complete.

Members were informed that the enabling works for the older persons accommodation in Steppingley road had started.

The Chairman thanked Cllr Bunyan for following up on the materials that were to be used for the fencing of the Transport interchange scheme.

The Chairman raised concerns that the current road works and road closures were having an impact on local businesses, no information on the works were being passed to local businesses, this is not helpful when businesses need to plan ahead.

Ward members do chase to establish when roadworks are happening, and changes do take place when we have raised concerns. Shopkeepers and Businesses should contact the contracts manager.

The Chairman commented that the works so far are of a good quality.

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

Members raised a question on the older people's accommodation on Steppingley Road, at the launch event we were informed that the accommodation would be one and two bed flats that the elderly could downsize into. It would appear that the flats are going to be shared ownership or rental, what is the rationale for not being able to purchase a flat.

The Ward Members would seek answers on this point and suggested that we seek a presentation from the contracts manager of the scheme.

Members asked Ward Members if they had received any response on the question raised at the September 2021 meeting regarding wheelchair users crossing from Tesco's and drop off points at the Railway Station.

Ward Members had received a plan of what will be going where in regard to the development and believed that the Chairman may have received a copy of this. The Chairman would pass a copy of this plan to members.

Concerns were also raised about disabled bays being completely blocked and members of the public receiving fixed penalty notices for turning around at the Station, more information would be helpful.

Ward members would speak with Councillor Dixon.

5221. PUBLIC OPEN SESSION

There was one member of the public present, who did not wish to speak.

5222 INVITED SPEAKER

There was no invited speaker.

5223. MEMBERS QUESTIONS

Members raised a question on councillors not being named in the minutes. Some members felt that Councillors names should be used in the minutes.

The Town Clerk felt that the minutes would end up being inordinately long. The Town Clerk was instructed to take this back and discuss it with SMT.

5224. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. Subject to minor amendments, members **ADOPTED** the minutes of the Town Council Meeting held, on Tuesday 15th February 2022.
- b. Members considered and **APPROVED** the resolutions and recommendations of the Planning Services Committee Meeting, held on Thursday 17th February 2022.
- c. Members **RESOLVED** that the **resolutions and recommendations** of the Personnel Committee Meeting, held on Tuesday 22nd February 2022 be taken under **Exempt**.
- d. Members received and **APPROVED** the resolutions and recommendations of the Community Services Committee Meeting, held on Tuesday 1st March 2022.
- e. Members received and **APPROVED** the resolutions and recommendations of the Planning Services Committee Meeting, held on Tuesday 8th March 2022, the item relating to the Rural Match Funding would be taken under item 10e of the Council agenda.
- f. Members received and **APPROVED** the resolutions and recommendations of the Business Services Committee Meeting, held on Thursday 10th March 2022.
- g. Members **noted** the Planning Committee decisions from 17th February and 8th March.

5225. MATTERS ARISING

- a. Minutes of the Town Council Meeting held on Tuesday 15th February 2022.

Members asked if the Town Clerk had received a response on the concerns around the crossing and drop off points at the Transport interchange. The Town Clerk had received no response.

- b. For Members to receive any updates from Officers.

There were no officer updates.

5226. ITEMS FOR CONSIDERATION

- a. **Councillor Vacancies – Co-option**

Members were asked to consider the circulated report prepared by the Chairman and consider the recommendations presented. (Cllr Shaw left the meeting).

It was **RESOLVED** to appoint Joe Daly as Co-Opted Councillor to Flitwick Town Council.

Cllr Daly signed the acceptance of office form and took part in the remainder of the Council meeting.

It was **RESOLVED** to appoint Ms Becky Meredith Shaw as Co-Opted Councillor to Flitwick Town Council

b. Corporate Risk Management Scheme

Members were asked to review the Corporate Risk Register circulated.

Members asked how regularly the risk would be updated and asked if any major changes would be brought before Corporate. A number of anomalies were identified within the scheme, it was **RESOLVED** to defer this item to the next Town Council meeting.

c. Fuel Card – Public Realm Team

Members were asked to consider a report from the Environmental Services Officer and consider recommendations within the report.

Members asked what the difference was in using a fuel tank as opposed to using fuel cards. The Town Clerk advised that we would receive a reduction on pump prices using fuel cards, but that members should note that after the Steppingley Road development is complete there would no space to site a fuel tank.

It was **RESOLVED** to dispose of the current fuel tank and obtain fuel cards.

*The Chairman moved that members resolve to go into exempt to take item 13b, as the outcome from this item may impact on the next item on the Town Council agenda item 10d Financial Regulations. It was **RESOLVED** to move to exempt.*

*Following a resolution on item 13b of the agenda, Members **RESOLVED** to move out of Exempt to take the next item on the agenda.*

d. Financial Regulations

Members were asked to review the Council's Financial Regulations.

It was **RESOLVED** to approve and adopt the proposed changes to the Financial Regulations

e. Rural Match Funding

Members were asked to consider options from Community Services and Planning relating to the Rural Match Funding. Business Services and Corporate Services did not put ideas forward.

Members discussed the proposals put forward; it was felt that we should be mindful about the use of the RCF. Members felt that match funding benches would be the preferred option and would have the best impact. The remaining proposals could be looked at in the future and could be taken back to Community as they are not a priority at this time. The Council at the same time should investigate what pots of 106 were available as an addition to the RMF Scheme.

It was **RESOLVED** accept the 4 potential sites put forward for benches with a maximum of £2,000 match funding from the Town Council RCF.

f. Planning Application – 2 High Street

Members were asked to consider the following application for 2 High Street, Flitwick, Beds, MK45 1DS – CB/22/00735/FULL – Erection of 2 no two storey buildings to create 6 self-contained flats with associated parking and ancillary works.

It was **RESOLVED** to neither support nor object to the application, that we ask planning at CBC to look at the constraints this application may cause with regards to overdevelopment.

g. Rolling Capital Fund (RCF)

Members were asked to consider the following application to the RCF:

Community Services – £216 contribution to hold a laser light show from the roof of Barclays Bank (with permission) from 22:00 on Thursday 2nd June (£1,900 to be funded from Jubilee Budget).

It was **RESOLVED** to support the event and ask officers to look at the revenue budget to fund the £216.00 contribution.

h. Joint Committee

Members were asked to note the circulated update report on the Joint Committee and consider the recommendations presented.

The Chairman gave some background on the meeting held with CBC around setting up a Joint Committee for Flitwick Town Council. It has been agreed that initially meetings will go ahead informally whilst CBC revisit Joint Committees in general. Running these meetings would give everyone an opportunity to get up to speed before any decision is formalised.

The Mayor, Deputy Mayor will be FJC members with one other to be elected at the Annual Statutory meeting. The three Ward members will be the CBC representatives.

It was **RESOLVED** to go ahead with the FJC Committee / CBC joint Committee as laid out.

5227. ITEMS FOR INFORMATION

a. Land Off Church Road, Flitwick

Members were asked to formally note a copy of recent correspondence regarding a proposal for development for an elderly person's housing scheme (Class C2). The letter sets out changes to the original proposal based on feedback from public consultation and information on this can be found via www.flitwick-grange.co.uk.

This item was noted.

5228. 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**.

No members of the public were present.

5229. 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 Minutes & Recommendations of Meetings – for consideration

13b Responsible Finance Officer – for consideration

13c Car Park Use Request – for consideration

13d Local Organisation Lease – 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 21.43