



FLITWICK TOWN COUNCIL

Minutes of Flitwick Town Council Meeting held on 19th July 2022 at 7:45pm at the Rufus Centre

Present:

Cllr A Snape (Chairman)
Cllr C Thompson
Cllr I Blazeby
Cllr B Meredith-Shaw
Cllr R Shaw
Cllr P Earles
Cllr A Lutley
Cllr J Daly
Cllr J Roberts
Cllr D Toinko

Also present:

Stephanie Stanley – Corporate Services Manager (CSM)
Chris Hoggarth
Tobin Stephenson

Members of the public - 0

5256. APOLOGIES FOR ABSENCE

Apologies were received and accepted for the following Councillors:

Dann - family emergency
Hodges - holiday
Badham, Gleave, Platt, Mackey – unwell
Chacko – sabbatical leave

5257. 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 – Cllr Blazeby declared an interest in item 11b (Planning Responses) and Cllr Lutley declared an interest in item 10a ii (Community Services RCF application for Hub Lights).

5258. TOWN MAYOR'S ANNOUNCEMENTS

A minute's silence was held in memory of former Councillor Mark Bonner.

The Mayor had attended the following engagements:

- Coffee & Cake with the Stitchers Group
- High Sheriff's Garden Party
- Houghton Regis Garden Party

- Flitwick Sunday Market
- Steppingley Road Care Village Ground-breaking Ceremony
- Over 60s Lunch Club
- Dunstable fundraising lunch

Members were informed that the next 'Chat to a Councillor' session would be held on 31st July from 10am – 1pm outside Barclays. It was suggested that this area needed to be named.

Following an action from the previous meeting, the Chairman and the Town Clerk had met with BATPC's Chairman and the Council's dissatisfaction with the service provided had been explained.

5259. REPORTS FROM WARD MEMBERS

It was noted that no reports had been submitted for the meeting. Councillor Lutley advised that CBC Councillor Gomm had mentioned in passing that the Ward Members would no longer be attending the Council meetings. The Chairman mentioned he would reach out to Councillor Gomm and Councillor Bunyan about this.

5260. PUBLIC OPEN SESSION

No items.

5261. INVITED SPEAKER

Tobin Stephenson (TS) and his colleague Chris Hoggarth had attended the meeting to give an update on the Steppingley Road Care Village development.

TS shared a presentation on screen which showed artistic impressions of the site highlighting what was being created and its features. He provided an outline of the program with expected completion in Spring 2024. Research had been undertaken regarding older people and their changing needs, as well as incorporating medical rooms within the site as part of Section 106 obligations. The scheme had adopted the Passivhaus standard with good energy benefits and plenty of green spaces. Those with mobility issues had been considered and level access would be provided. The scheme was a 96 week build programme and was currently in week 6.

Members asked the following questions:

- TS was asked for CBC's definition of 'affordable'. Members were advised this was 80% or below of market rate. Market rate was area dependent, e.g. Flitwick was different to Houghton Regis, however the Flitwick rate was calculated well below 80% (in 70's.)
- TS was asked if there would be any garages with the properties. There would be no garages but there was sufficient parking with 1 space per 2 apartments.
- Councillor Thompson referred to the early rationale about providing smaller homes for the aging population and how after this, half rented/half ownership properties became more prominent. Ward Councillors had mentioned bungalows on the site would cater for this gap however it was questioned why people would sell their homes for properties that were not fully purchasable. TS explained that the MANOP team were not responsible for the bungalows but that they were offering a range of affordable options. In his experience, TS stated that the shared ownership units were popular. Councillor Thompson stated that bungalows were

very popular however TS mentioned that the research undertaken by CBC showed that perhaps they would not be as popular as envisaged.

- TS was asked about the timeline for part 2 with the bungalows. TS did not know the answer.
- TS asked if the bungalows would be under the Passivhaus standard but the situation was currently unclear.
- TS was asked how the medical rooms would be staffed. TS explained these were being built on behalf of the BLMK CCG and it was expected these rooms would be provided to local GPs and it was up to them how they made use of the space. They would fit with NHS standards.
- TS was asked how the homes would remain affordable when they were sold on. Members were advised that Housing would retain interest of 25% and would make any first offers. This was a covenant within the agreement.
- TS was asked if there was any preference for Flitwick residents to occupy the units. As part of the allocation criteria, third on the list was looking at geography (in the local area or had a local area connection).
- TS was asked if the spaces and facilities were open to other residents or exclusive to those who lived there. TS explained these were available to other residents, e.g., the restaurant, hairdresser, and the spa bathroom. The gate would be locked at night.

The Chairman thanked TS for his time over the past two weeks dealing with residents' concerns regarding the piling. There had been positive feedback from residents about how it had been handled. TS explained they would rather not disturb residents with the works however this part of the programme was the loudest.

TS and CH left the meeting at 20:20.

5262. MEMBERS QUESTIONS

There were no questions.

5263. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. For Members to approve the minutes of the Planning Committee meeting held, on Tuesday 10th May 2022, this meeting was held at the Rufus Centre.

Members questioned why these minutes were back on the agenda and the CSM advised they had not been approved as believed at the last meeting. Councillor Thompson mentioned that Planning Minutes and resolutions from 10th May had been approved at the Annual Statutory meeting but on closer inspection, the minutes circulated for this meeting were different but had the same date. It was agreed for Officers to investigate, and a decision was deferred until the next meeting.

- b. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 21st June 2022**, this meeting was held at the Rufus Centre.

Members adopted the minutes of the Town Council Meeting held on Tuesday 21st June 2022. There was a missing figure under item 13b which would be discussed under Exempt.

- c. For Members to approve the minutes of the Business Services meeting held, on **Thursday 12th May 2022**, this meeting was held at the Rufus Centre.

Members adopted the minutes of the Business Services meeting held on Thursday 12th May 2022.

- d. For Members to receive and consider **resolutions and recommendations** of the Corporate Services Committee Meeting, held on **Tuesday 28th June 2022**, this meeting was held at The Rufus Centre.

Members noted the resolutions of the Corporate Services Committee meeting held on 28th June 2022.

- e. For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 5th July 2022**, this meeting was held at The Rufus Centre.

Members noted the resolutions and recommendations of the Community Services Committee meeting held on 5th July 2022. The resolution relating the RCF application would be replaced with a recommendation and the 'Station Square' resolution would be amended to '3 Station Road'.

- f. For Members to receive and consider **resolutions and recommendations** of the Business Improvement & Development Board meeting, held on **Tuesday 12th July 2022**, this meeting is held at The Rufus Centre.

Members noted the resolutions of the Business Improvement & Development Board meeting held on 12th July 2022.

5264. MATTERS ARISING

- a. Minutes of the Town Council Meeting, on **Tuesday 21st June 2022**.

Councillor Blazeby referred to item 5253c – Planning – Officer Delegated Decisions – and asked if regular publication of CBC planning application was being posted on social media. The CSM would check with the Comms & Marketing Manager.

Action: CSM

- b. Members to receive any updates from Officers - none.

5265. ITEMS FOR CONSIDERATION

- a. **Rolling Capital Fund (RCF) Applications**

- i) Members were concerned that the fund was being spent on other items other than capital. The CSM advised that the fund could be used for non-recurring expenditure in addition to capital projects and because of this, some Members wondered if the fund needed a new name. Members were awaiting a forward capital plan for expected funding of projects that were planned for this year and Councillor Blazeby asked for this to be broken down by Committees.

Action: CSM

The Chairmen commented that the Council required an agreed approach as the revenue budget was inflexible to cover overspends. He added that if increased funding was required, that it should be funded by making cuts elsewhere or come from General Reserves at the end of the year.

Members commented that there were projects in the RCF Summary circulated that should be closed – the camera purchase, the original tenant office refurb, and the hub project. Members felt that it was useful to see the grant contributions to projects, but there was concern about how the grants contributing to the projects were being factored in.

- ii) It was explained that there was no power supply to the lights in the Village Hall/Hub car park and the proposal related to connecting the lights to the power at the Hub. Councillor Lutley explained that the power from the Village Hall now supplied the beauty unit.

It was **resolved** to approve the Community Services RCF application of £2,506 for the Hub lights.

b. CBC Consultation - Electric Vehicle Charging: Guidance for New Developments Supplementary Planning Document (SPD)

Members commented that the report was very thorough. It was suggested that the document, if adopted, needed to be a Council document.

It was **resolved** to adopt the circulated electric vehicle charging document as a Council document and respond to CBC with no amendments to the circulated document.

c. Joint Committee Sub

It was **resolved** to elect Councillor Shaw as the Joint Committee Sub.

d. Environmental Audit

Members considered the quotations circulated and suggested this work should have been included in the revenue budget.

Councillor Blazeby wondered if the audit could include the assessment of the community buildings as part of the project as these were on Council land. This matter would be discussed at Corporate Services; however Members were keen to progress with the audit without any further delays.

It was **resolved** to progress with Option 2 for the Environmental Audit at a cost of £5,600 from the RCF.

e. Toucan Crossing

Members discussed that the toucan crossing works, a CBC project, at the 101 roundabout was potentially going to be delayed. Members thanked Councillor Gleave for taking the initiative with this and Members raised concern about public safety if these works were delayed.

It was **resolved** to write to CBC with the letter as drafted, in partnership with Ampthill Town Council, requesting for CBC to explain the delay for the project.

5266. ITEMS FOR INFORMATION

a. Financial Overspends

Members were asked to approve the £157.93 overspend on the community budget 4002/300 – uniform. The agenda highlighted that the Public Realm Team required the additional uniform.

Councillor Thompson commented that a better way of tracking spending should be implemented as the budget being discussed was overspent by month 2. It was expected to have a financial plan by September.

b. Planning – Responses to CBC including Officer Delegated Decisions

The responses were noted.

c. **Planning – CBC Decisions**

The decisions were noted.

d. **Flitwick Food Extra – Holiday Project**

Members noted the report detailing the Food Extra Holiday Project and the delegated decision taken to approve the following:

1. To partner with Flitwick Food Extra to host five events at the Rufus Centre including providing a hot lunch on a pilot basis. These events would be branded as organised by Flitwick Food Extra with support from Flitwick Town Council.
2. To repurpose £1,500 from the Youth Panel budget to fund this pilot.
3. For the Community Services Committee to review the success of the pilot at their September meeting and to consider if the Council wishes to continue partnering with Flitwick Food Extra to deliver future events.

Councillor Blazeby commented on how well written the report was with an understandable proposal and good content. The Chairman advised there would be an opportunity for Members to get involved in serving the lunches.

5267. PUBLIC OPEN SESSION

No members of the public present.

5268. 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.

14a. Town Council minutes 21st June 2022.

It was **resolved** to approve the exempt minutes of the Town Council meeting held on 21st June 2022 with one amendment to insert the missing figure to item 13b.

14b. Business Services Minutes 12th May 2022.

It was **resolved** to approve the exempt minutes of the Business Services meeting held on 12th May 2022.

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.