



## FLITWICK TOWN COUNCIL

Ref: Agenda/Community-06/09/2022- 85

2<sup>nd</sup> September 2022

Dear Sir/Madam

Members are hereby summoned to the **Community Services Committee meeting** that will take place on **Tuesday 6<sup>th</sup> September 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

Committee Members: Cllr Badham, Toinko, Dann, Lutley, Thompson, Chacko, Earles, Meredith-Shaw

Distribution: All Town Councillors  
Notice Boards  
Website

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. **CHAIRMAN'S ANNOUNCEMENTS**

To receive announcements from the Chairman.

#### 4. **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\\_ZjFkNDA0MGItN2I5My00YTgxLThkMTgtNGJjNDcyM2ZmN2Q4%40thread.v2/O?context=%7b%22Tid%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22Oid%22%3a%221a1e83d2-fc3d-46f4-92bc-b4407aca52d1%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZjFkNDA0MGItN2I5My00YTgxLThkMTgtNGJjNDcyM2ZmN2Q4%40thread.v2/O?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**.

#### 5. **INVITED SPEAKER**

None

#### 6. **MEMBERS QUESTIONS**

To receive questions from members.

#### 7. **MINUTES**

- a. For Members to receive and adopt the minutes of the Community Services meeting held 2<sup>nd</sup> August 2022.

#### 8. **MATTERS ARISING**

- a. Minutes of the Community Services Committee Meeting 2<sup>nd</sup> August 2022.

#### 9. **ITEMS FOR CONSIDERATION**

##### a. **Flitwick Food Extra Events – Review**

Members are asked to review the success of the pilot Flitwick Food Extra events held over the summer and consider if the Council wishes to continue with this partnership to deliver future events.

##### b. **Memorial & Benches Policy**

Members to adopt the memorial and benches policy as previously circulated.

##### c. **Reduced Mowing/Weed Spaying/Wildflowers**

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

##### d. **Skate Park Lighting – RCF Application**

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

##### e. **Ice Cream Van Permit**

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

f. **Lockdown Car Show 2023**

Members to receive an email from the organiser of the Lockdown Car Show, requesting permission for the use of FTC land in 2023. Members to consider the requests within the email.

g. **Drone Flying Request**

Members to consider a request to fly a drone from and over Council property in Flitwick. Email correspondence is attached to this agenda.

h. **The Hub Social Media Pages**

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

10. **ITEMS FOR INFORMATION**

a. **Marketing & Communications Forward Promotional Plan**

Members are asked to note the Marketing & Communications Forward Promotional Plan circulated.

b. **Financial Reports**

Members are asked to note the budget for Community Committee circulated.

c. **Delivery Plan & Committee Priorities**

- i) Members are asked to note the Delivery Plan for Community Services.
- ii) Members are asked to note the consolidated list of Committee priorities.

d. **Nature Park Budget**

Members to note that there will be a small revenue spend (£150.00) on the Nature Park where no budget has been set, this is for logistical materials such as gate posts. Any further expenditure for the Nature Park will be covered by Green Infrastructure funding that has been secured, a revenue budget will be set for the next financial year along with an application to the RCF as the project progresses.

e. **Nature Park**

Members to note that the final draft masterplan for the Nature Park will be presented to Town Council on Tuesday 20<sup>th</sup> September 2022.

f. **Officers Update Report**

Members to receive an update from Officers.

**g. Allotment Toilets**

Members to note a request from the Allotment Working Group to reinstate field toilets at the Station Road and Steppingley Road allotment sites, for six month of the year April to September. Based on current prices the cost is estimated to be £1600 to £1800. Consideration will be required when budgets are set later in the year.

**h. Flitwick Library Request**

During the month of October, Flitwick Library has requested to display poetry at various locations around Flitwick, including on Millennium Park and FTC notice boards.

Posters will be displayed at The Rufus Centre, in Flitwick Papers and on lampposts (permission to be gained by CBC).

Two Members replied in support and the Community Services Officer will be supporting.

**11. 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**.

**12. 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.

**12a. Youth Provision**

Members to receive a verbal update from the Community Services Manager

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.