



## FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 27/09/2022- 438

22<sup>nd</sup> September 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 27th 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

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\\_OWMwMmQ5NjUtMzMxMi00YTQxLTg4ZjltN2FhMTZINzg2MjNm%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OWMwMmQ5NjUtMzMxMi00YTQxLTg4ZjltN2FhMTZINzg2MjNm%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

No Invited Speaker.

## 7. MEMBERS QUESTIONS

To receive questions from members.

## 8. 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 will recall that these minutes have been deferred twice due to questions raised previously as to whether they had already been approved at the Annual Statutory meeting or not. Officers confirm that only the resolutions from this meeting were approved at the Annual Statutory Meeting and not the minutes of 10<sup>th</sup> May 2022. Members are required to consider these minutes at Council as the Planning Committee no longer exists, and Members who previously were on the Planning Committee.

- b. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 19<sup>th</sup> July 2022**, this meeting was held at the Rufus Centre.
- c. For Members to approve the minutes of the Extra Ordinary Town Council Meeting held, on **Tuesday 9<sup>th</sup> August 2022**, this meeting was held at the Rufus Centre.
- d. For Members to receive and consider **resolutions and recommendations** of the Corporate Services Meeting, held on **Tuesday 26<sup>th</sup> July 2022**, this meeting was held at The Rufus Centre.
- e. For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 2<sup>nd</sup> August 2022**, this meeting was held at The Rufus Centre.
- f. For Members to receive and consider **resolutions and recommendations** of the Personnel Committee Meeting, held on **Tuesday 16<sup>th</sup> August 2022**, this meeting is held at The Rufus Centre (this item to be taken under exempt).

- g.** For Members to receive and consider **resolutions and recommendations** of the Corporate Services Meeting, held on **Tuesday 30<sup>th</sup> August 2022**, this meeting was held at The Rufus Centre.
- h.** For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 6<sup>th</sup> September 2022**, this meeting is held at The Rufus Centre.

**9. MATTERS ARISING**

- a.** Minutes of the of Town Council Meeting held on Tuesday 19<sup>th</sup> July 2022 and Tuesday 9<sup>th</sup> August 2022.
- b.** Members to receive any updates from Officers:

**10. ITEMS FOR CONSIDERATION**

**a. Flitwick Scout Group**

For some time, Flitwick Scout Group (FSG) has been discussing the potential of extending and refurbishing their building on Station Road to allow the group to expand and meet demand. This building expansion involves roughly doubling the size of the land, and the Council previously agreed to this in principle and to a longer 15-year lease to allow FSG to raise funding.

The Council is the freeholder and does not own the building. All plans have been drawn up by FSG by an Architect who has volunteered his time free of charge after receiving approval in principle from the Council. The Council previously resolved not to allow any group to fence in public land and it the Committee felt that there was a large amount of land (circa 3m) around the back of the building that was being fenced in unnecessarily. The Corporate Services Committee could not approve the design in August because the drawings did not show the exit ramps.

FSG would like the security fence to the rear and side of the building to improve the security, the safety of young people and to address anti-social behaviour.

FSG has provided updated outline drawings that include the exit ramp design. Both designs include additional hedge planting to be maintained by FSG to improve site aesthetics and to benefit local wildlife,

1. Members are asked to consider increasing the new lease term for Flitwick Scout Group from 15 to 25 years.
2. Members are asked to consider approving the circulated outline extension plans for Flitwick Scouts' building in Station Road and to empower Officers to progress the lease.
  - -Option 1 - footprint to include perimeter fence to improve security and safe entry/exit from the field.
  - Option 2 – a smaller footprint without a perimeter fence at the rear and side of the building

This matter has been referred to the Council from the Corporate Services Committee.

**b. 3 Station Road**

The working group for 3 Station Road had an on-site meeting to discuss phrase one of the developments of the area.

Members are asked to consider naming the area. The following options have been suggested by the working group.

- Station Square
- Market Square
- Town Square

**c. Flitwick Nature Park – Masterplan**

For members to consider and adopt the revised draft masterplan for the Nature Park.

**d. External Audit for the year ended 31st March 2022**

For Members to receive and approve the Audited AGAR, year-end 31st March 2022 and consider the external auditor's certificate and report.

**e. Cost of Living**

Members are asked to consider a report on the cost of living and approve the recommendations within the report.

**11. ITEMS FOR INFORMATION**

**a. Planning – Responses to CBC including Officer Delegated Decisions**

Members are asked to note the Planning Responses including Delegated Decisions.

**b. Planning – CBC Decisions**

Members are asked to note the CBC Decisions on Planning Applications.

**c. Rolling Capital Fund (RCF)**

- i) Members are asked to note the RCF Summary circulated.
- ii) Members are asked to note the update given at Community Services regarding the Hub Refurb RCF project.
- iii) Members are asked to consider the Community Services Committee recommendation to use £21,705.21 from the RCF for the skate park lights project.

**d. Delegated Authority Decision**

Members are asked to note the decision made under Delegated Authority to carry our initial research in response to the cost-of-living crisis, in order that the gaps and needs in the community may be understood and look at what opportunities there might be to work with partners.

**e. Joint Letter - A507 Toucan Crossing**

On the 11<sup>th</sup> August 2022 Ampthill and Flitwick Town Councils wrote jointly to Councillor Dalgarno at Central Bedfordshire Council raising concerns around the postponement of the installation of a Toucan Crossing A507 - 101 roundabout.

The Joint Letter and response are attached in the supporting papers.

**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.

- a. **Post Office** – To consider a report.
- b. **Land off Steppingley Road Delegated Authority Decision** – For consideration.
- c. **Contracts** – Tender Documents.
- d. **Contacts** – Interim Arrangement.
- e. **Rolling Capital Fund – Application** - For Consideration.
- f. **Delegated Authority Decision** – For information.
- g. **RFO** – 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.