



## FLITWICK TOWN COUNCIL

### Minutes of Flitwick Town Council Meeting held on 13<sup>th</sup> December 2022 at 7:45pm at the Rufus Centre

Present:

Cllr A Snape (Chairman)  
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  
Cllr H Hodges  
Cllr A Chacko  
Cllr C Thompson  
Cllr M Platt

Also present:

Stacie Lockey – Environmental Services Manager  
Susan Eldred – Community Services Manager  
CBCllr Gomm – Ward Councillor  
CBCllr Bunyan – Ward Councillor

#### **5317. APOLOGIES FOR ABSENCE**

Apologies were received and approved from Cllr Dann – family commitments, Mackey - illness, Badham – sabbatical & Gleave – family commitments.

#### **5318. DECLARATIONS OF INTEREST**

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

- (a) Disclosable Pecuniary interests in any agenda item – none.
- (b) Non-Pecuniary interests in any agenda item – none.

#### **5319. TOWN MAYORS ANNOUNCEMENTS**

The Town Mayor thanked everybody who had helped with the Christmas Light switch on and Over 60's Christmas Lunch. Lots of positive feedback had been received from across the community

The Mayor had attended the following Civic Events:

- LGBTQ+ Walk in Flitwick
- Charity Dinner in Dunstable
- Caritas Harmony Charity Gala Concert in Dunstable

#### **5320. REPORTS FROM WARD MEMBERS**

Cllr Bunyan advised Members that he would request bollards be installed at the top of the Avenue to prevent parking outside the Vape Shop.

Streetlight upgrades remained an ongoing situation, and Cllr Bunyan advised that discussions would need to take place with CBC in order for the lights in Chapel Road currently maintained by FTC to be adopted.

The Chairman asked for an update on the chicanes on Froghall Road and noted that the chicane outside Steppingley Hospital had been damaged again. Cllr Bunyan had no update but advised that he would be requesting the chicane outside Steppingley Hospital be removed.

Cllr Gomm advised that works had started on Froghall Road however, there were some concerns around the ruts at the side of the road. Highways had been asked to investigate.

Ward Members had attended the Police & Crime Panel meeting to appoint Trevor Rodenhurst as the new Chief Constable of Bedfordshire Police. Discussions had taken place around policing in the local area and what could be done to improve it.

Cllr Roberts commented that parking on the street at the top of the Avenue was also an issue and needed addressing.

**5321. PUBLIC OPEN SESSION**

None.

**5322. INVITED SPEAKER**

No invited speaker.

**5323. MEMBERS QUESTIONS**

There were no questions.

**5324. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to approve the minutes of the Town Council Meeting, held on **Tuesday 18<sup>th</sup> October 2022**, this meeting was held at the Rufus Centre. This item was DEFERRED from the November meeting.

Members adopted the minutes of the Town Council meeting held on the 18<sup>th</sup> October 2022.

- b. For Members to approve the minutes of the Town Council Meeting, held on **Tuesday 15<sup>th</sup> November 2022**, this meeting was held at the Rufus Centre. (This item was taken under Exempt)
- c. For Members to receive and consider **resolutions and recommendations** of the Personnel Meeting, held on **Monday 5<sup>th</sup> December 2022**, this meeting was held at The Rufus Centre. (This item was taken under Exempt)

**5325. MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on Tuesday 15<sup>th</sup> November 2022.

Cllr Blazeby asked for an update on the Warm Spaces initiative. The Community Services Manager advised that the Hub would be open all day on a Monday as of the 9<sup>th</sup> January.

- b. Members to receive any updates from Officers.

There were no updates from Officers.

**5326. ITEMS FOR CONSIDERATION**

**a. Burial Ground Roadway**

Members were pleased to see this item progressing, as residents had raised concerns with the condition of the roadway.

Members asked if patch repairs could be done instead of a full resurface however the Environmental Services Manager advised that after having conversations with the contractors, this would not be cost-effective in the long term.

It was **RESOLVED** to progress with quotation A, allocating £17,211.49 from the rolling capital fund to resurface the burial ground access roadway.

**b. Post Office**

The Chairman advised that a formal consultation was in progress in relation to the closure of the Post Office and suggested the Council respond as a corporate body raising concerns on behalf of residents.

Members also suggested promoting the consultation via social media to enable residents the opportunity to respond.

It was **RESOLVED** to write to the Post Office Ltd highlighting issues the closure causes for the Community.

**5327. ITEMS FOR INFORMATION**

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

Members noted the Planning Responses, including Delegated Decisions.

**b. Planning – CBC Decisions**

Members noted the CBC Decisions on Planning Applications.

**c. Delegated Authority Decision**

Members noted the following decisions made under Delegated Authority:

1. Catering Assistant - to go out and recruit for a catering assistant 30 hours per week.
2. Movie Projector Purchase - for the half-term movie days in line with the Cost of Living Crisis priority.

**d. Officers Updates**

Members noted the Officer update.

Cllr Blazeby added that a Tree Giveaway would be held on Saturday 17<sup>th</sup> December in partnership with the SHARE initiative.

**e. Finance Reports Part 1**

Members noted the following finance reports:

- i) Whole Business Summary, Investments & Loans
- ii) Corporate Services Summary
- iii) Civic Expenses Summary
- iv) Community Services Summary
- v) Community Activities Summary
- vi) RCF Summary

OMEGA Reports:

- vii) Income & Expenditure (Corporate & Community)
- viii) Cashbook (CB1 & CB2) Transactions
- ix) Bank Reconciliations (CB1 & CB2)

#### **5328. PUBLIC OPEN SESSION**

There were no members of the public present at this time.

#### **5329. 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.

##### **a. Minutes and Recommendations of meetings**

Members **adopted** the minutes of the Town Council meeting held on the 15th November 2022.

Members **noted** the resolutions and recommendations of the Personnel Meeting held on 5th December 2022.

##### **b. Manor Park Heritage Update**

It was **RESOLVED** to proceed with phase 1, Gate and Front Bridge, using the remaining Green Infrastructure section 106 funds and previously allocated RCF funds.

##### **c. CCTV**

It was **RESOLVED** to proceed with the purchase, installation and monitoring of CCTV at Flitwick Town Square, Skate Park and temporary machine store at a cost of £12,611.71 allocated from the rolling capital fund.

##### **d. Finance Reports Part 2 – noted.**

##### **e. Youth Provision 2023**

It was **RESOLVED** to accept the Dan Gaze Support Service quotation of £58,950 for the delivery of Youth Provision in Flitwick from 1st April 2023 – 31st March 2024.

##### **f. Budget 2023/2024 – noted.**

##### **g. Acting Town Clerk**

It was **RESOLVED** to appoint Stacie Lockey as acting Town Clerk on a rolling monthly basis until either the Town Clerk or Deputy Town Clerk returns from sick leave.

##### **h. Community Services Manager**

It was **RESOLVED** to make a one-off gesture of thanks to the Community Services Manager to recognise her recent contribution to services.

i. Pension Updates – Members received an update on pensions.

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.