



**MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING  
HELD ON 3<sup>rd</sup> MAY 2022  
AT 7:45 PM AT THE RUFUS CENTRE**

**Present:**

Cllr Thompson (Chairman)  
Cllr Toinko  
Cllr Lutley  
Cllr Badham  
Cllr Earles  
Cllr Blazeby  
Cllr Roberts

Stacie Lockey – Environmental Services Manager  
Susan Eldred – Community Services Manager  
Rob McGregor – Town Clerk (Virtual)  
Mike Thorn – Environmental Services Officer (Virtual)  
1 Member of Public

**980. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Chacko and Cllr Dann.

**981. DECLARATIONS OF INTEREST**

- (a) No disclosable pecuniary interests were declared by members
- (b) No Non-Pecuniary interests were declared

**982. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman thanked the Committee and Officers for their work over the past year.

**983. PUBLIC OPEN SESSION**

None.

**984. INVITED SPEAKER**

None.

**985. MEMBERS QUESTIONS**

Members asked if the Council would be participating in 'No Mow May'. The Environmental Services Manager would discuss possible areas with the Town Clerk and agreed to update Members via email.

**986. MINUTES**

- a. Members advised of a typo within minute numbers 969b and 976c.

It was **RESOLVED** to adopt the minutes of the Community Services meeting held on 12<sup>th</sup> April 2022

**987. MATTERS ARISING**

- a. Members did not identify any matters to discuss in relation to the Minutes of the Community Services Committee Meeting 12<sup>th</sup> April 2022.

**988. ITEMS FOR CONSIDERATION**

**a. Fee's Comparison**

Members discussed how fees are evaluated, for example, comparing fees in surrounding Parishes was a good starting point but to what extent were fees based on the services being provided by FTC. Members suggested when looking into costs, it was also important to look at the population of the area and the number of allotments being provided. The Environmental Services Manager would investigate this and feed information back to Members in due course.

The Chairman reminded Members that FTC no longer follow the Rygate agreement, meaning all fee increases could be reviewed in isolation and not across the board.

Members discussed the possibility of having the port-a-loo's reinstated at the allotment sites. Members asked to investigate different options available, such as compostable toilets. Members raised that allotment holders have asked if pathways could be cut, The Environmental Services Manager commented that it could be considered however it would take up a lot of Public Realm time and would need to be factored in when discussing fee increases.

Members asked for a breakdown in costs, how much of the allotment income is spent on the allotment sites, this includes services provided by Officers and The Public Realm Team. It was agreed to speak with the ALC for feedback.

Members discussed the costs that are included within the burial charges.

Members commented that comparison Council fees differed from each other due to other services provided by the Council and the amount the costs were able to be subsidised by each Council.

It was **RESOLVED** to not increase burial fees for 2022. Burial fees would be reviewed in one year.

Members raised how often the football pitches are being utilised. The Environmental Services Manager informed Member's there was a regular booking at The Rufus Centre but there had not been a booking at Hinksley Road Playing field since we no longer had the changing rooms. Members asked if there could be a fee difference between Hinksley Road and The Rufus Centre, this may encourage bookings. The Environmental Services Manager could look into this, although it was felt a changing room would be needed when booking a senior football pitch.

It was **RESOLVED** to not increase football pitch fees for Hinksley Road Playing Field or The Rufus Centre.

**b. Country Park**

The Environment Services Manager informed Members that Cllr Toinko had given feedback regarding the Country Park after the Community Services Meeting in April.

The Town Clerk asked Members for feedback regarding what they would like to see or what they felt was important for the Country Park design. The Town Clerk was keen to move forward with a design that would be presented at Community Services for Members to discuss finer details.

Members discussed the need for substantial parking and pathways to encourage children and school trips to be able to access the site.

Members discussed the importance of taking professional advice around the design of the park, including on items such as ponds, wildlife and sustainability.

Members suggested a working group would be beneficial.

The Environmental Services Officer agreed to look at other sites with the working group, to gather information, ideas and knowledge around the development of the Park.

Members agreed to use the proposed list as a starting point to design the Country Park.

It was **RESOLVED** to take forward the proposed list of priorities as a starting point for the design of The Country Park, with the addition of car parking spaces.

It was **RESOLVED** to set up a working group to discuss priorities in more details and to invite guest speakers.

Cllr Thompson, Cllr Toinko, Cllr Platt, Cllr Lutley, Cllr Earles and Cllr Badham joined the working group.

**c. Recycling Scheme**

The Environmental Services Officer gave members a brief overview of the Tetracycle initiative and explained that some investigation had been carried out in the past by Cllr Dann.

It was **RESOLVED** to instruct Officers to investigate the Council becoming a Tetracycle public drop off point.

**d. Weed Spraying**

Members had previously raised concerns with CBC regarding weed spraying on verges and around road signs, but nothing was done about this. The Town Clerk suggested adding this to the agenda for the joint committee meeting along with the reduced mowing regime that had been resolved by the Council in 2021.

**e. Barclays Square**

Cllr Earles commented that something needed to be done to stop parking at the side of the building on Kings Road side, it was suggested that taking the signs down would be helpful. The Town Clerk advised that more investigation into the lease would be required before signs were to be removed. This item would be deferred to the Business Improvement group.

Members discussed the need for benches and bins within the area, along with lighting and CCTV. Members are keen for the area to be used as a community space where people can sit, have markets and possibly enjoy a coffee.

It was **RESOLVED** for Officers to investigate options to develop the area outside Barclays Bank including looking at benches, bins, pop up coffee stalls, notice boards etc. Officers are to look into possible Section 106 funding that can be utilised in this area.

**989. ITEMS FOR INFORMATION**

**a. Marketing & Communications Plan 2022-23**

The Marketing and Communications plan was noted.

**b. Marketing & Communications Forward Plan**

The forward plan was noted.

**c. Financial Reports**

The financial reports were noted.

**d. Delivery Plan & Committee Priorities**

- i) Members noted the Delivery Plan for Community Services.
- ii) Members noted the consolidated list of Committee priorities.

**e. Officers Update**

Members noted the Officer Report. One Member commented that after a lot of time spent looking back through archives in relation to the Manor Park, it was suggested in the original park management plan, adoption of which was part of the planning process that a Friends of Manor Park group would be set up. It was not clear to say for certain that it was a planning condition however the Council did agree to meet once a year as a part of this agreement. Members noted in the report, that Officers had suggested putting this on hold until the Parkland Management plan had been completed.

The Community Services Manager informed Members that they had been successful in gaining a premises licence for Millennium Park.

**f. Section 106**

Members noted the updated available section 106 funds. The Chairman advised that this would become a rolling item so that the committee could monitor what monies are available.

**g. Manor Park – Parkland Management Plan Progress Report**

Members noted the progress report for the Manor Park Parkland Management Plan.

**h. Resident Driven Projects**

The Community Services Manager advised that no applications had been received for the Resident Driven Projects therefore this would be closed until next year.

**i. Public Art Proposal**

Members noted that work had been started on the public art brief and this would be presented to the Committee as soon as possible.

**990. PUBLIC OPEN SESSION**

A member of public raised the following points.

1. The resident urged the Council to reconsider opening up the football pitches at Hinksley Road which would help with keeping young people off the streets.
2. It was suggested to visit the Marston Forest Centre to help gage an idea of what should be included as part of a priority in the proposed Country Park.
3. Westoning had a very good Tetracycle scheme and suggested liaising with them for information.
4. The resident felt it was vital to stop weed spraying around the Town.
5. It was felt that CCTV should be included as part of the suggestions for Barclays square.

**991. EXEMPT ITEMS**

The members were asked to move the following items into the Exempt section of the meeting.

**12a – 4YP Youth Service Report**

The 4YP report was noted.

**12b – Flitwick Youth Provision**

It was **RESOLVED** to take forward the proposal of having an in-house youth provision team to the Personnel Committee for further 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.

Meeting closed at 21.12