



**DRAFT MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING
HELD ON 4TH APRIL 2023
AT 7:45 PM AT THE RUFUS CENTRE**

Present:

Cllr Toinko (Chairman)
Cllr Thompson
Cllr Chacko
Cllr Meredith-Shaw
Cllr Earles
Cllr Lutley
Cllr Dann

Susan Eldred – Community Services Manager
Zoe Putwain – Community Services Officer
Sue Quinn – Community Services Assistant

One member of the public attended virtually.

1077. APOLOGIES FOR ABSENCE

Cllr Badham gave apologies due to ill health.

It was **RESOLVED** to accept the apologies from Cllr Badham due to ill health.

1078. DECLARATIONS OF INTEREST

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

(a) No Disclosable pecuniary interests were declared by members.

(b) No Non-Pecuniary interests were declared by members.

1079. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made no announcements.

1080. PUBLIC OPEN SESSION

The member of the public did not choose to address the Members at this time.

1081. INVITED SPEAKER

No speaker was invited to attend this meeting.

1082. MEMBERS QUESTIONS

Cllr Dann expressed concern for the large volume of wild garlic being removed from Flitwick Woods and that the signs that had previously been placed in the woods in other years were currently not being used. Officers confirmed that Central Bedfordshire Council are aware of the situation.

1083. MINUTES

- a. Members noted three errors in the 1073 part of the minutes circulated with the incorrect spelling of Biodegradable and the use of Residence rather than resident.

It was **RESOLVED** to accept to receive and adopt the minutes of the Community Services meeting held on 7th February 2023 with the three errors in section 1073 corrected.

Action Community Services Officer

1084. MATTERS ARISING

The Community Services Manager took the opportunity to introduce Sue the new Community Services Assistant to members.

Cllr Toinko asked if there had been an update on item 1073A in relation to wild flowers on the previous agenda and had requested an item be added to the agenda that hadn't been. The Community Services Manager expressed that this may have been due to the Acting Town Clerk not being present at the meeting to answer the enquiry and that due to the next Community meeting not taking place until June it would be recommended to email the Acting Town Clerk.

Action Cllr Toinko / Action Acting Town Clerk

1085. ITEMS FOR CONSIDERATION

a. Proud AF Movie Night

Members discussed the proposed event and confirmed that the film suggestion had come through the LGBTQ+ launch evening as a popular suggestion. It was suggested that the working group, if the event is confirmed contact LGBT Bedfordshire and ask for suggestions of films that have positive LGBTQ+ content.

It was **RESOLVED** to accept the Officers recommendation as follows-

1. *Members to agree the use of Officer time to organise and host a Proud AF Movie night at The Rufus Centre in June 2023.*

Action Community Services Manager / Officer

b. Job Club

Members received a report from the Community Services Assistant and considered the recommendations within the report in relation to aiding the community that are seeking to find work. This would be run fortnightly from the Hub building 9.30 am – 12.30pm. Courses could also be offered to people to enhance their skills.

Members received the suggestion with a positive response with confirmation of the funds being allocated from the Cost of Living budget rather than RCF being confirmed by the Community Services Manager.

It was **RESOLVED** to accept the Officers recommendation as follows-

1. Members are asked to agree the establishment of a Job Club at The Hub to support residents as outlined within the report.
2. Members are asked to allow eight hours per month of Officer time to run the Job Club as part of the Cost-of-Living initiative, this would include the delivery of Job Club and organisation and preparation time.
3. To approve the expenditure of up to £650 from budget code 312/4606 to purchase two laptops and a printer.

Action Community Services Assistant

c. Community Hub

Members received a report from the Community Services Manager and considered the recommendations within the report in relation to the Community Hub. The Assistant confirmed that the attended of the hub was between 12 -15 people on average with a variety of ages attending. It was also explained to Members that the youth provision would be using the building on Mondays and in addition the Bank Holidays would mean a large break in being able to deliver the service on a Monday. As such it was suggested to move the 'Community Hub' to a Wednesday.

Members discussed the renaming of the Warm spaces to Community hub and the move to a Wednesday from the current Monday of the activity.

It was **RESOLVED** to accept the Officers recommendation as follows-

- 1 Members to agree opening The Hub as a 'Community Hub', every Wednesday, 9:30am – 4:30pm until 31st March 2024

Action Community Services Assistant

d. RSPCA Food Bank

Members received a report from the Community Services Assistant and considered the recommendations within the report in relation to the suggestion of adding a provision from the RSPCA to the food bank.

It was confirmed that the working group had discussed the idea of the support from the RSPCA and had looked on the idea favourably.

Members discussed the new launch of a support service by a local vet with the Community Services Assistant confirming that you had to be registered with Medivet to use the provision. However, it was confirmed that the offer from the RSPCA would be available to anyone who needed support. The Community Services Manager also confirmed that Flitwick Town Council would act as a host but that the policies, requesting support from the public would need to be given through the RSPCA as they would be supplying the items.

It was **RESOLVED** to accept the Officers recommendation as follows-

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1. Members are asked to agree for the RSPCA donations to be located at The Rufus Centre, in the foyer alongside the Community Fridge as outlined above and coordinated by RSPCA volunteers.

e. Cost of Living Crisis Community Survey

Members received a report from the Community Services Assistant and considered the recommendations within the report in relation to setting up a survey to enable the Community Services Team to better understand the needs of the community.

Members discussed the draft survey and the feedback included -

- The GDPR aspect of the document to be made clearer and to explain why information was being requested along with making it optional.
- That Items 5 and 6 were asking the same thing in a different way and came over very wordy. They needed to be adjusted, made tighter and shorter.
- Item 6 to have a disclaimer specifying to only be completed if the person had a pet to not confuse the results.
- To check the documents overall readability

It was **RESOLVED** to accept the Officers recommendation as follows-

1. To go ahead with the Cost-of-Living Crisis survey as outlined in appendix 001, with the items discussed addressed and amended.
2. To allow Officer time to hand deliver and collect the survey from priority, targeted areas.

f. Nature Park

It is recommended by the Acting Town Clerk to nominate one Member to assist Officers with taking the lead on progressing this project. The Working Group will start meeting again once detailed plans are in place to be able to move forward.

Through discussion Cllr Thomson was nominated and accepted this role to support the Acting Town Clerk as detailed.

Action Acting Town Clerk

g. Litter Picking and Community Service

Due to the absence of the Member making the verbal update this item was deferred to the June Community Services Meeting.

Action Acting Town Clerk

1086. ITEMS FOR INFORMATION

a. Marketing & Communications Forward Promotional Plan

Members noted the Marketing & Communications Forward Promotional Plan circulated.

b. Financial Reports

Members noted the budget for Community Committee circulated.

c. Officer Update

Members to note the Officer update.

d. Public Art Update

Due to the absence of the Member making the verbal update this item was deferred to the June Community Services Meeting.

Action Acting Town Clerk

1087. PUBLIC OPEN SESSION

The public member Sue Livens expressed the disappointment with 1085 g being moved to the next meeting due to the time that has passed since the suggestion being raised. The member of the public also expressed that the list of overgrown hedges previously discussed would now not be actioned until after the nesting season, although due to the confirmation of bylaws CBC had confirmed that action would be taken at that time.

It was discussed that in relation to the overgrown paths and hedges the Acting Town Clerk had done everything possible to move the request forward with the only action would be to chase with Ward Councillors at the next Council meeting.

Action Acting Town Clerk

1088. EXEMPT ITEMS

No Items were moved to exempt.

Meeting ended 20.36



FLITWICK TOWN COUNCIL

Report to Community Services Committee 6th June 2023 Nature Park

Implications of recommendations

Corporate Strategy: A sustainable environment

Finance: Green Infrastructure Funding and other funding schemes

Equality: Increases inclusivity

Environment: Takes forward policy objectives directly

Background

The Nature Park Masterplan was approved at the Town Council meeting in September 2022. Unfortunately, due to staff resources the project had been put on hold. However, this has opened up a new opportunity for securing additional funding for both delivery and long-term maintenance.

Green infrastructure funding was obtained for the project, and there is currently have £5,556.89 left from phase 1 and £274,728 from phase 2.

An Outline Masterplan was created by the Greensand Trust in 2022, approved in September 2022 by the Town Council. This Outline Masterplan included proposals to plant woodland, orchard, hedgerow and parkland tree 'clumps'.

Planning permission was secured for the development of a Country Park and Cemetery in 2020 but given the timescales and the changes to the project (including the fact that the cemetery is no longer needed here) a resubmission will be required.

Introduction

The Deputy Town Clerk has met with the Greensand Trust (GST) to discuss the progression of the project. The GST has been in liaison with the Forest of Marston Vale who have Government Funding through the 'Trees for Climate' scheme which, if the Council decided to pursue, would enable the Council to obtain funding for Woodland establishment and maintenance for up to 15 years. When the original Outline Masterplan was created the scheme did not cover the Flitwick area and was not considered as a possibility. However, the area of eligibility has subsequently been extended to cover this area.

'Trees for Climate' is a five-year, woodland creation programme that offers packages of bespoke advice and financial support to landowners thinking about hedge and tree planting. Part of the Government-led effort to combat climate change through the Nature for Climate Funds, Trees for Climate is being delivered nationally by England's Community Forests. Locally, projects that fall in or near the Forest of Marston Vale area are administered and supported by the Forest of Marston Vale Trust, but in this locality the Greensand Trust would take the lead, working with background support from the Forest of Marston Vale Trust. This will ensure that support can be accessed but retaining control over exactly what the scheme will include.

Capital grants of up to £8,500 per hectare can cover all agreed costs including establishment and could deliver new woodlands, wood pasture, hedgerows with trees and orchards – all of which are existing elements within the Masterplan. Some re-evaluations of these elements would be helpful in order to maximise the opportunity – the Outline Masterplan currently includes proposals for just under 4ha of woodland, 1ha of orchard and 2000m of new hedgerow planting within this 27ha site, but there is scope to increase the woodland area in particular.

Annual grant payments over 15 years are also available to support ongoing maintenance and reward the environmental benefits derived from the new woodland, all based on the type and size of the planting scheme.

While the Town Council holds significant funds to create the Nature Park, utilising the Trees for Climate scheme would bring additional funds, helping demonstrate value for money, and would help secure additional professional advice beneficial to the planning process. Elements covered by the scheme (e.g., soil and archaeological surveys) would be necessary regardless of whether Trees for Climate was used.

GST have advised to undertake the planning process in house with support from the GST and to start with submitting a pre-app to understand exactly what is required to get the Nature Park through the Planning process successfully.

Members are asked to consider a preferred entrance to the park. Please see appendix 1 (Masterplan options A & B).

Member should be aware that the issue of car park location is important to flag as needing a decision, so that initial planning advice isn't too vague.

It is felt that option A is the best location for the car park. The main reasons for having a car park is to facilitate those who are less able, parents with buggies etc. The main areas of interest for them will be the woodland, orchard, ponds etc, all on the flatter ground at the bottom therefore car park access from the top will restrict them to the higher ground.

GST are happy to input into supporting the planning application to be free of charge providing the Council pursue the 'Trees for Climate' option, as this will provide funding for the GST to support the development of the wider project. However, neither Officers or GST are qualified planners, and it might be an option to employ a planning consultant to help with this part of the process to get the best results.

Additional information

Cost implications?

No further funding is required at this stage. The costs for Planning Permission and other consents would be the same regardless of inclusion in the Trees for Climate scheme, but the potential for financial support towards these is greater within the scheme. Costs for a planning consultant if this option was pursued would be covered by the existing FTC budget (£1,000) and/or the GI funding.

Recommendations

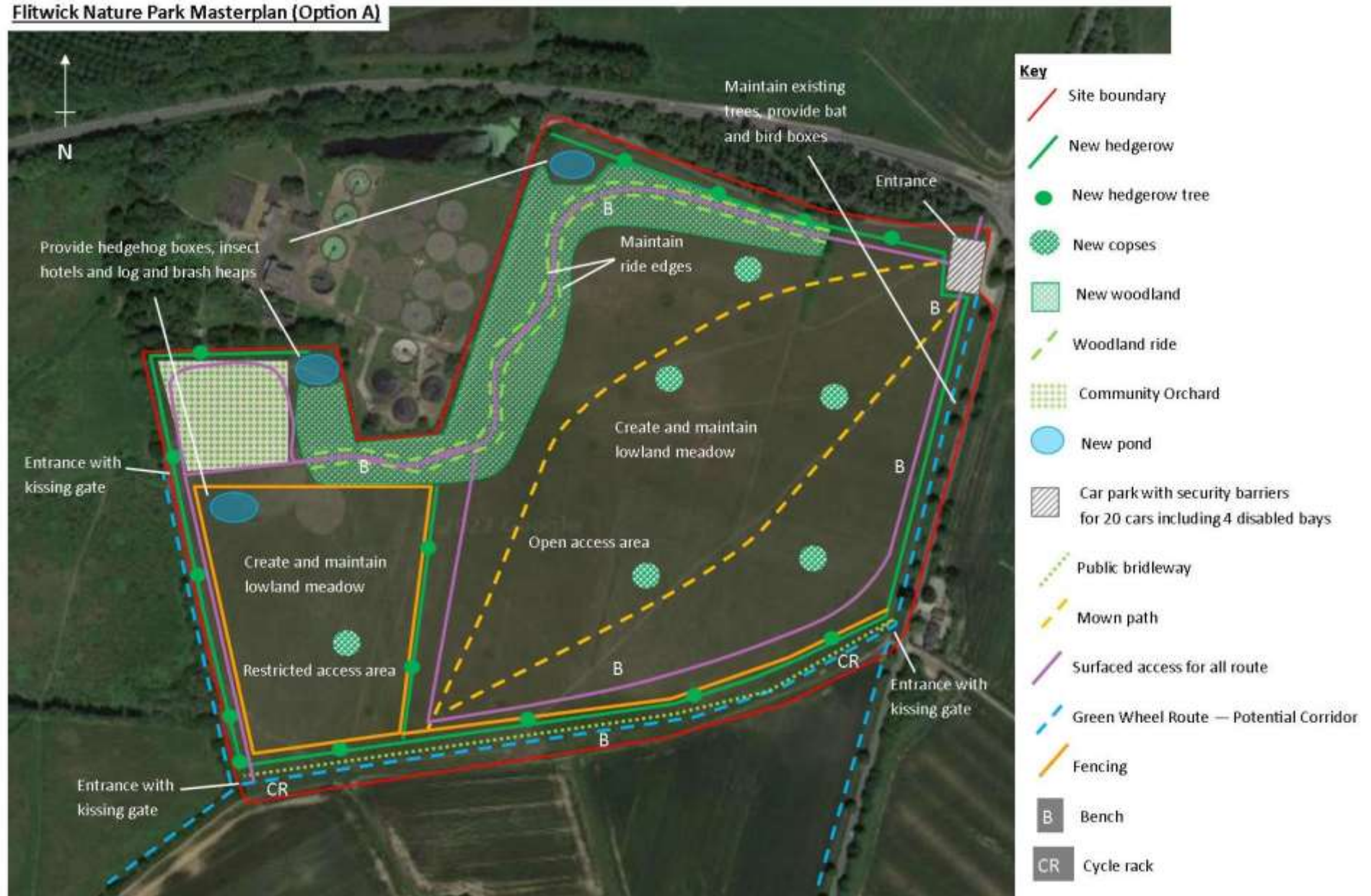
1. To consider the two options of the Masterplan (parking options) and consider the preferred option. (Appendix 1)
2. To proceed with utilising the Forest of Marston Vale Trust's 'Trees for Climate Scheme' for Flitwick Nature Park to assist with professional advice/planning and funding for delivery and ongoing management.
3. To investigate costs for a Planning consultant to assist with the process of the planning application.
4. To submit a pre-app planning application to Central Bedfordshire Council for development of the Nature Park.

Officer Recommendation

To proceed with the recommendations listed above.

Stacie Lockey
Deputy Town Clerk

Flitwick Nature Park Masterplan (Option A)



The Greensand Trust

Rushmere Country Park, Stockgrove Visitor Centre, Brickhill Road, Heath and Reach, Leighton Buzzard, LU7

Tel: 01525 237760

E-mail: phil.irving@greensandtrust.org

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Rushmere Country Park, Stockgrove Visitor Centre, Brickhill Road, Heath and Reach, Leighton Buzzard, LU7

E-mail: phil.irving@greensandtrust.org

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FLITWICK TOWN COUNCIL

Report to Community Services 6th June 2023: Allotment Facilities

Implications of recommendations

Corporate Strategy: An engaged community

Finance: Allotment EMR

Equality: Accessible to all

Background

It was previously decided to withdraw the use of portaloo's at both Steppingley Road and Station Road allotment sites. This was due to budget restraints. Research was carried out by the Environmental Services Manager, showing that Flitwick Town Council was one of a few organisations offering portaloo's within allotment fees.

Introduction

It was agreed at an Allotment Working Group meeting in May to investigate the possible reinstallation of port-a-loos at both allotment sites, as requested by Allotment holders.

The Community Services Manager has received a quote of £55 (plus VAT) per week to install one portaloo at each site. This includes each toilet being serviced once a week. There would be an additional charge of £40 (plus VAT) for delivery and collection.

The allotments are mostly in use from April – October, with winter months seeing a reduction in the number of people spending long periods of time at their allotments.

Additional Information

Allotment fees are held in cost centre 302 until year-end when they are transferred to an EMR this is due to allotment income having to be utilised for allotments only.

Flitwick Town Council currently has £20,357.52 in the Allotment EMR.

A budget of £2000 was set this year for maintenance.

The Working Group were tasked to investigate the possible use of compost toilets for 2024/25 and Officers agreed to take a proposal to reinstate the portaloo's as a short-term solution.

Options

1. Members are asked to consider the reinstallation of one port-a-loo at both Station Road and Steppingley Road Allotment sites, from June 2023 – October 2023. To approve the spend of £1,250 (plus VAT) from the Allotment EMR for this service.
2. Members are asked to consider not reinstating the port-a-loos at Steppingley Road and Station Road allotment sites.

Susan Eldred
Community Services Manager



FLITWICK TOWN COUNCIL

Report to Community Services Committee 06.06.2023 Allotment, Burial Ground & Football Pitch Increases

Implications of recommendations

Corporate Strategy: Communicate effectively with all stakeholders

Finance: Community Services Budget

Equality: Increases inclusivity

Environment: Takes forward policy objectives directly

Background

The Council review the fees annually for services within the Town which include allotments, burial ground and football pitch hire.

Allotment rent increases must be noted at the Allotment AGM a year in advance.

The Town Council did not increase fees for the burial ground or football pitch hire for 2023/24 and it was also resolved to not increase allotment fees for 2024/25.

Allotment increases over the past 5 years have been as follows;

2020/2021 – 0%

2021/2022 – 5%

2022/2023 – 0%

2023/2024 – 5%

2024/2025 – 0%

Introduction

A fee comparison exercise was carried out last year by the Environmental Services Team which showed that FTC were comparable with other local Councils of a similar size. Please see attached appendix 1.

Other information

Burial ground fees and football pitch hire costs are applied from April – March. Allotment rent is applied from January – January.

Recommendations

1. To consider Allotment fees for 2025/26.
2. To consider Football Pitch Hire fees for 2024/25.
3. To consider Burial Fees for 2024/25.

Stacie Lockey
Environmental Services Manager

	Ampthill Town Council	Sandy Town Council	Dunstable Town Council	Leighton Linlade Town Council	Flitwick Town Council
Allotments <i>(5 pole plot)</i>	£16.00 (some variants due to shed on plot, proximity of water pipe etc) Facilities included: Toilets – No Standpipes – Yes Troughs – No Spine paths cut by Town Council - Yes	No allotments as used the land for additional burial space. Looking for additional land to create allotments. Facilities included: n/a	£25.00 Facilities included: Toilets – No Standpipes – No Troughs – Yes Spine paths cut by Town Council - Yes	£20.00 Over 60's qualify for a 50% discount Facilities included: Toilets – Yes Standpipes – Yes Troughs – Yes Spine paths cut by Town Council - Yes	£26.39 Facilities included: Toilets – No Standpipes – Yes Troughs – Yes Spine paths cut by Town Council - No
Burials <i>Interment of a body</i>	£187.00	£467.50	£491.00	£507.00	£444.15
Burials <i>Interment of ashes</i>	£82.00	£137.75	£118.00	£115.50	£172.20
Burials <i>Exclusive Rights</i>	£45.00 (Garden of Remembrance) £187.00 (Burial Plot) (75-year deed)	£212.00 (Garden of Remembrance) £202.00 (Burial Plot) (50 year deed)	£176.00 (Garden of Remembrance) £422.00 (Burial Plot) (75-year deed)	£259.50 (Garden of Remembrance) £534.50 (Burial Plot) (50-year deed)	£25.20 (Garden of Remembrance) £344.40 (Burial Plot) (99-year deed)
Football Pitch	None available	Lease to Sandy Town Football Club	£65.64 (Senior Pitch with changing rooms) £34.08 (Junior Pitch with changing rooms)	£61.80 (Adult pitch with changing rooms) £30.00 (Junior pitch without changing rooms)	£36.42 (Senior Pitch) £27.60 (Junior Pitch) (no changing rooms available)

Additional Burial information;

- Ampthill Town Council charge treble for non-residents unless an Exclusive Right has already been purchased
- Sandy Town Council charge treble for non-residents
- Dunstable Town Council charge 4.5 times the amount for non-parishioners
- Leighton Linlade Town Council charge 4 times the amount for non-residents
- Flitwick Town Council charge 4 times the amount for non-residents (interment fee still 4 times the amount even if an exclusive right has been purchased)

Community Services Financial Summary YTD

01 April 2023 to 30 April 2023

	YTD Income	23/24 Budget	% Budget Achieved		YTD Expenditure	23/24 Budget	% Budget Spent	
Community Services	£ 23,866	£ 84,152	28%	Amber	£ 19,701	£ 645,972	3%	Green

Contents of Report

- Page 1 Community Services Financial Summary YTD
- Page 2 Community Services Report - SL
- Page 3 Community Activities Report - SE
- Page 4 Community RCF Summary 2023/24

Supporting reports included alongside this report:

Omega Income and Expenditure Report for Community Services

TOLERANCES: spend against budget		
Income	0% to 24%	RED
	25% to 74%	AMBER
	75% to 100%+	GREEN
Expenditure	0% to 74%	GREEN
	75% to 99%	AMBER
	100%	BLACK
	101%+	RED

Accepted budget variance 15% (or £100)

Community Services Summary 23/24

(SL)

		01-30 April 23	
		Income	Expenditure
4001/300, 4002/300	Staff Costs		£ 31,127
4005/300, 4006/300, 4008/300, 4063/300	Vehicle/Truck Costs		£ 1,794
1004/301, 1013/301, 1119/301, 4015/301, 4068/301, 4069/301	Burial Grounds	£ -	£ 95
1005/302, 4015/302, 4072/302	Allotments	£ 420	£ 155
1014/302, 1070/303, 1177/303, 4015/303, 4078/303, 4084/303, 4085/303, 4110/303, 4111/303, 4115/303, 4118/303, 4128/303, 4132/303, 4137/303, 4140/303, 4700/303, 4701/303, 4702/303	Local Amenities	£ 1,500	
1012/305, 1180/305, 4075/305, 4082/305, 4122/305,	Play Areas / Millennium Park	£ 958	£ 140
4096/306, 4097/306	Street Lighting		£ 287
4009/300, 4103/300	Other Costs (HR & Internal Hire)		£ 879

2023/24 Year to date							
Income	Budget	% Budget Achieved		Expenditure	Budget	% Budget Spent	
				£ 31,127	£ 428,690	7%	Green
				£ 1,794	£ 17,000	11%	Green
£ -	£ 39,000	0%	Red	£ 95	£ 1,650	6%	Green
£ 420	£ 4,500	9%	Red	£ 155	£ 3,220	5%	Green
£ 1,500	£ 7,500	20%	Red	£ 1,049	£ 32,387	3%	Green
£ 958	£ 2,850	34%	Amber	£ 140	£ 11,213	1%	Green
				£ 287	£ 4,500	6%	Green
				£ 879	£ 3,100	28%	Green

Community Services Narrative

Apr-23	Vehicle Costs; 4063/300:	Includes only costs for updated lease agreement trucks
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Community Activities & Events Summary 23/24

(SE)

		01-30 April 2023	
		Income	Expenditure
1035/311, 4014/311, 4015/311, 4016/311, 4128/311, 4132/311, 4138/311, 4140/311	Youth Hub	£ 284	£ 1,376
1041/311, 1177/311, 4049/311	Youth Activities	£ 15,500	£ 14,559
1036/312, 1039/312, 1120/312, 1149/312, 1171/312, 1177/312, 4103/312, 4553/312, 4554/312, 4558/312, 4614/312, 4621/312, 4625/312, 4627/312, 4629/312	Community Activities (312)	£ 728	£ 1,462
1050/313, 1127/313, 1130/313, 1142/313, 1164/313, 1165/131, 1167/313, 4043/313, 4200/313, 4201/313, 4202/313, 4204/313, 4206/313, 4207/313, 4208/313, 4211, 313, 4213/313, 4540/313, 4551/313, 4615/313, 4618/313, 4623/313	Community Events (313)	£ 6,079	£ 1,537
1141/312, 1181/312, 4606/312, 4628/312 & 4003/101	Cost of Living	£ 103	£ 5,040
4051/300	Grants		£ -

2023/24 Year to date							
Income	Budget	% Budget Achieved		Expenditure	Budget	% Budget Spent	
£ 284	£ 500	57%	Amber	£ 1,376	£ 13,672	10%	Green
£ 15,500	£ 15,000	103%	Green	£ 14,559	£ 59,000	25%	Green
£ 728	£ 7,520	10%	Red	£ 1,462	£ 10,575	14%	Green
£ 6,079	£ 7,282	83%	Green	£ 1,537	£ 56,956	3%	Green
£ 103	£ -	n/a		£ 5,040	£ 4,000	126%	Red
				£ 8,500	£ 10,000	85%	Amber

Community Activity Narrative

Apr-23	Youth Activities; 1041/311:	CBC annual youth grant received at £15k
Apr-23	Youth Activities; 1041/311:	Includes Youth Hub DJ Equipment Grant

Community Rolling Capital Funds 2023/24

Date 30/04/2023

PROJECT Details					RCF Details							Grants & Funding		
Project Code		Project Description	Committee	Minute Ref	RCF Budget Committed	Previous Year's RCF Spend	22/23 RCF Spend to Date	Overspend Funded by RCP	Underspend Returned to RCP	RCF Commitment Remaining		Additional Project Spend	Funding Received (1177)	Project Budget Remaining
4212	110	RCF - Nature Park	Community	None	£ -	£ -	£ -	£ -	£ -	£ -	0%	£ 1,550	£ 283,385	£ 281,835
4215	110	RCF - Flit Valley Walk	Corporate & Community	None	£ 2,000	£ 541	£ 628	£ -	£ -	£ 831	42%	£ -	£ -	£ -
4803	110	RCF - Manor Park Heritage	Community	809c	£ 28,000	£ 175	£ -	£ -	£ -	£ 27,825	99%	£ 34,913	£ 75,885	£ 40,972
4819	110	RCF - Flitwick Town Sq Defib	Community	5213d	£ 1,770	£ -	£ -	£ -	£ -	£ 1,770	100%			
4828	110	RCF - Skate Park Lighting	Community	1036d	£ 21,705	£ -	£ 2,359	£ -	£ -	£ 19,346	89%	£ 10,500	£ 10,500	£ -
4833	110	RCF - Town Sq Benches/Plant/Bins	Community	1061	£ 12,102	£ -	£ -	£ -	£ -	£ 12,102	100%		£ 5,600	£ 5,600
4836	110	RCF - CCTV Skate Park & Town Sq	Community	5329c	£ 12,612	£ -	£ 10,912	£ -	£ -	£ 1,700	13%			
4837	110	RCF - Rural Match Fund Benches	Community	5226e	£ 2,000	£ -	£ -	£ -	£ -	£ 2,000	100%			
4838	110	RCF - CCTV Data Impact Assess	Community	Del. Auth	£ 1,975	£ -	£ 1,625	£ -	£ -	£ 350	18%			



Flitwick Town Council

Officers Update – Community Services 6th June 2023

1. **Movie Days**

The Easter half-term movie day was well attended. Families enjoyed The Incredibles, Peter Rabbit, and Uncharted.

In total, 205 people attended with Peter Rabbit being the most popular film.

91 people had booked a ticket but did not attend.

The next movie day will take place on Thursday 1st June, showing Wall.E, Spy Kids and La La Land.

The movie days for the Summer Holiday are:

- Monday 31st July
- Monday 14th August
- Thursday 31st August

2. **Summer Holiday Activities**

The Community Services team has organised three activities in addition to the movie days during the Summer Holidays.

On Wednesday 26th July, Teaching Talons will be hosting a Creepy Crawlies workshop at The Rufus Centre, with 30 spaces available for children aged 5 – 9 years.

On Wednesday 9th August, DNA Kids are hosting a disco at The Rufus Centre, with 40 spaces available for children aged 5 – 9 years.

Both activities are £14pp.

On Wednesday 23rd August, FTC and Geocache MK are working together to deliver a free activity in Manor Park. 'An Introduction to Geocaching' will get people out and about, giving them the knowledge and experience needed to possibly take up a new hobby.

3. **Fitness Classes**

The Community Services Manager was successful in securing grant funding from Central Bedfordshire Council to deliver a free 12-week exercise class.

The classes consist of body weight and weighted exercise, open to all abilities and fitness levels.

The instructor is able to have 30 people per class, each person will receive a free water bottle, while stocks last (we have 100 bottles available).

4. Community Fridge

The Community Fridge has been growing, with more people accessing the fridge weekly.

The Community Services team and volunteers have been collecting from SOFEA and the Co-Op.

Total up to 26th May:

Surplus in 5548.22Kg

Wastage 7.2%

We expect the waste percentage to drop now the Community Fridge has a freezer in place.

5. Litter Pick – Station Road

The litter pick for the King's Coronation was a huge success, with over 80 residents volunteering their time to litter pick Station Road field and surrounding areas.

The Scout kindly provided refreshments and activities for people to enjoy.

Litter Pick Dates for the Dairy:

- Sunday 18th June - Enterprise Way
- Thursday 20th July – Flitwick Woods (Tennyson Road Entrance)
- Tuesday 8th August – The Mount
- Sunday 10th September – Millenniums Park

All litter picks will take place between 10am – 12pm

6. Town Mayor Charity Coffee Morning

A coffee morning for Town Mayor's Charities will take place at the Village Hall on Friday 7th July, 9am – 12pm.

Any cake donations or raffle prizes would be greatly received .

7. Scarecrow Festival

The Scarecrow Festival will take place from 1st July – 9th July.

This year the scarecrow festival theme is 'Children's Books'.

Watch out for a Hungry Caterpillar who might be eating his way through the flowers on Tesco roundabout!

8. Lunch Club

The Community Services Team and the Chef held a meeting to review the current price set for the Over 60's Lunch Club.

Upon the review, a price change was implemented from £8ph to £6.50ph.

Youth Provision Feedback – Woodlands

The Community Services Manager received the following email from Woodlands Middle School in regards to the service currently being delivered within the school, funded by Flitwick Town Council.

'I just wanted to give you some feedback on the progress so far, we have had reduced time with Dan and his team due to Bank holidays but when we have been able to host the team, we have been really pleased with the work done.'

The make-up of the 2-hr session has been 1-hr of practical work in the gym with up to 18 students, this has been a variety of ball games and working on communication and teamwork.

The other 1-hr has been made up of 2 x 30min mentoring sessions, this has again been working well and the feedback I have gotten from the students has all been positive.

I have found Mike and Dan to be very professional and the students have clearly taken to Mike's coaching / mentoring sessions well. I have had calls with Dan about students of concern who have accessed the HUB and are known to myself.'

9. Job Club

Five residents attended the first Job Club.

Two people attended to get their CVs updated for job applications, and one of these people has been shortlisted for a job. Two people are looking for different employment roles and one person is looking to return to work after 10 years.

The Job Club on 5th June will be a confidence-building workshop.

10. Funding

The Community Services team were successful in securing a donation £1,135 from Utilita Ampthill Fireworks.

The donation was secure the purchase of an additional two fridges and a freezer for the Community Fridge.

One fridge and one freezer have already been purchased, meaning we have been able to hold more stock, complete more collections from SOFEA and offer frozen foods where needed.



FLITWICK TOWN COUNCIL

Report to Community Services 6th June 2023 Cost of Living Crisis Community Survey Results

Implications of recommendations

Corporate Strategy: Community Engagement

Finance: N/A

Equality:

Background

Flitwick Town Council resolved to make the cost-of-living crisis a priority initiative.

Having established the Community Fridge and the Community Hub, the next step would be to establish the reach of the interventions and identify any gaps within the service.

To that end, the Community Services Assistant proposed to carry out a survey with a focus on the 400 area, and more widely in the Town. It was resolved at the Community Services Committee meeting in March, to complete the survey and report the outcome back to Community Services in June. This data will enable Flitwick Town Council to develop services where possible, avoid duplication, to identify and work with other partners for referrals and support.

The results of the survey were shared to a meeting consisting of Flitwick Town Council staff, Councillors, Food Extra, Need Project, Grand Union Housing and Community supporters. At the meeting held on 22/5/23, people shared information on services and who is using the service. Promotion around the Community Fridge was agreed and is being supported by Food Extra and The Need Project.

Introduction

The survey was delivered to:

- Hinksley Road, including Ellenshaw House, Roman Way, and Brookes Road.
- The link to the Microsoft form was sent to Templefield, Redborne Uppeer and Woodland Middle Schools for circulation through their parent newsletter.
- Given out at the Market on 28th April 2023.
- Given out at Lunch Club on 18th April 2023.
- Put out by the Community Fridge.
- The link was put on the Cost-of-Living page on the Flitwick Town Council website, only 3 forms were completed from that link.

Most forms were completed in person, when handed out at events these have been uploaded. In all 439 forms were hand delivered.

110 forms were completed.

1. Have you used the Community Fridge?

- 1-5 times 19%
- More than 5 5%
- Not used 56%
- Not aware 22%

2. What do you use from the Fridge?

- Veg 32%
- Fruit 33%
- Bread 27%

3. What else would you like to see in the Fridge?

- Pasta
- Cheese
- Cereal
- Milk
- Yoghurt
- Meat
- Flour

4. What do you find it hard to budget for?

- Washing Powder 45%
- Personal Hygiene 26%
- Soap/Shampoo 12%
- Baby consumables 8%
- Gluten Free 2%

5. Would you use Frozen meals? 68%

6. Would you need Pet Food? 51%

7. What would you like to see at the Community Hub, in order of selection.

- Free tea and coffee
- Access to WIFI
- Health advice, Cooking on a Budget, Benefit advice

8. Job Club

- Confidence building 37%
- Drop in 20%
- CV's 23%
- Job Search 12%

9. Other Cost of Living events

- Family Fun days 48%
- Film days 31%
- Youth events 10%

10. What other services would help with the Cost of Living?

- Clothes Bank
- Borrowing service – DIY/Garden
- Cooking on a Budget
- Using the Computer
- Cheaper Gym access

11. Who responded?

- Age 36 – 53 and 62 – 87
- Gender 77% Female
- Ethnicity 99% White English/British

The survey results show people are struggling to budget for washing powder and toiletries. The Need Project supplies toiletries within their deliveries, although it is felt by Officers that the people who are most in need of these items are people who are in employment and not accessing a food bank.

Officers are considering options on how to support residents.

Sue Quinn
Community Services Assistant
29/3/2023