



FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 18/07/2023 - 449

13th July 2023

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 18th July 2023 at The Rufus Centre**, commencing at **7.45 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

S. Stanley

Stephanie Stanley
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. **Councillor Co-Option**

Members are asked to note the supporting papers on the co-option candidates. To receive a nomination to Co-Opt the candidates into the Office of Town Councillor.

6. **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_NWE2MzBiYzEtYWJjNC00NGRjLWE4ODQtMzU3NmZkNTkwNzA4%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**.

7. **INVITED SPEAKER**

SHARE: Flitwick & Ampthill

8. **MEMBERS QUESTIONS**

To receive questions from members.

9. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

a. For Members to approve the minutes of the Extra Ordinary Town Council meeting held, on **Tuesday 30th May 2023**, this meeting was held at the Rufus Centre. **(This item will be taken in EXEMPT)**

b. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 20th June 2023**, this meeting was held at the Rufus Centre. **(This item will be taken in EXEMPT)**

10. **MATTERS ARISING**

a. Minutes of the Town Council Meeting held on Tuesday 20th June 2023.

b. Members to receive any updates from Officers.

11. **OUTSIDE BODIES**

To receive reports from representatives on outside bodies.

12. ITEMS FOR CONSIDERATION

a. Responsible Finance Officer

Members to consider appointing Stephanie Stanley as the Responsible Finance Officer.

b. Nature Park

At the June Community Services Committee, Members made the following resolution:

*It was **RESOLVED** to accept the Officer Recommendations as follows –*

- 1. To consider the two options of the Masterplan (parking options) and consider the preferred option. (Appendix 1) with Option A elected.*
- 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*

The Nature Park Working Group and Officers have met with the Forest of Marston Vale representatives to look more closely at the design elements of the masterplan (see supporting paperwork for finalised plan) to incorporate the 'Trees for Climate' scheme and Members are asked to consider the finalised design.

c. SHARE: Flitwick & Ampthill

Members to consider the requests from SHARE: Flitwick & Ampthill and consider allocating Officer time to investigate options further.

d. Environmental Improvement Working Group

The following residents to be co-opted onto the Environmental Working Group;

Neil Coles

Maureen Gilmour

Sue Livens

Sophie-Louise Luxton

George Wheelhouse

e. Rufus Office Space Refurbishment

Members are asked to consider an application to the RCF for £7,780.00 to refurbish tenant office room 3 & 17 in line with other refurbished offices to include new carpet, a suspended ceiling with LED lights and paint work. Quotation included in supporting papers.

f. Step Free Access – Ticket Office Closures

Members are asked to consider making a formal response to the ticket office consultation.
<https://www.thameslinkrailway.com/publicconsultation>

13. ITEMS FOR INFORMATION

a. Finance Reports Part 1

Members are asked to note the following finance reports:

- i) Flitwick Town Council Summary, Investments & Loans

- ii) Corporate Services Summary
- iii) Civic Expenses Summary
- iv) RCF & Grant Funding Review
- v) Bank Reconciliations

OMEGA Reports:

- vi) Income & Expenditure (Corporate & Community)
- vii) Cashbook (CB1 & CB2) Transactions June 2023

b. Delegated Authority Decision

Members are asked to note the following decisions made under Delegate Authority:

1. To replace the deployable CCTV camera at a cost of £906.72 allocated from the Rolling Capital Fund.
2. Approve expenditure of up to £3,000 allocated from the Rolling Capital Fund to instruct a Planning Consultant to carry out the Planning process for Flitwick Nature Park.

c. Key Priorities

Members to note the update key priorities.

d. Planning – Responses to CBC including Officer Delegated Decisions

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

e. Planning – CBC Decisions

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

14. 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**.

15. 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. Minutes & Recommendations**
- b. Finance Reports Part 2**
- c. 3 Station Road**
- d. Land at Steppingley Road**
- e. EXEMPT Delegated Authority Decision**

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.