



## FLITWICK TOWN COUNCIL

### Minutes of Flitwick Town Council Meeting held on 20<sup>th</sup> June 2023 at 7.45pm at the Rufus Centre

Present:

Cllr I Blazeby (Chairman)  
Cllr K Badham  
Cllr J Gleave  
Cllr H Hodges  
Cllr R Wilsmore  
Cllr C Thompson  
Cllr R Shaw  
Cllr M Platt  
Cllr T Harald  
Cllr D Toinko

Also present:

Cllr H Townsend – Central Beds Council Ward Member  
Cllr I Adams – Central Beds Council Ward Member

Stacie Lockey – Deputy Town Clerk  
Helen Glover – Senior Finance Officer  
Jon Culman – Resident  
Sue Livens – Resident (Virtual)

#### **5419. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Snape – holiday, Cllr Roberts – funeral, Cllr Meredith Shaw – work commitment, Cllr Connell – work. CBCllr Mackey also sent apologies.

#### **5420. DECLARATIONS OF INTEREST**

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

- a. Disclosable Pecuniary interests in any agenda item –. no items.
- b. Non-Pecuniary interests in any agenda item –. no items.

#### **5421. TOWN MAYOR'S ANNOUNCEMENTS**

There were no items.

#### **5422. REPORTS FROM WARD MEMBERS**

Members received a comprehensive report from the Ward Members. Members asked when the interchange would be operational. CBC Cllr Townsend advised Members that there was not a set date at present. There had been minimal engagement with the bus companies at the consultation stage and as a result of this the bus companies were now

refusing to use it due to different perceptions on the safety of passenger numbers. An agreed outcome of all parties had been agreed with further amendments to be made before an opening date could be set.

A Member asked why CBC had changed the operating principle of CBC run theatres in the area and explained they were set up to be self-sufficient and initially set out to be a profit-making entity or breaking even. The question was also asked why they were now tied in with sports centres under the management of a company which had little experience in the sector. CBC Cllr Townsend commented that CBC Officers had advised that the theatres were either breaking even or at a loss and had not recovered from the COVID pandemic. It did appear they were now getting back on track.

Members noted in the report that Ward Members requested a meeting with FTC to discuss cutting policies and practices and suggested meeting with the newly created Environmental Improvement Working Group would be the most appropriate forum for this matter.

#### **5423. PUBLIC OPEN SESSION**

Jon Culman attended the meeting and wished to discuss the following items;

- Transport Interchange – a suggestion was made to paint yellow lines on the floor, similar to how train stations operate, to let passengers know not to pass certain areas within the Interchange.
- Millennium Park/Manor Park/Barclays/Flag Policy – not on agenda so would be addressed within the second public open session.

#### **5424. INVITED SPEAKER**

There was no invited speaker.

#### **5425. MEMBERS QUESTIONS**

A Member asked if the Staff/Councillor BBQ was going to take place again this year. The Deputy Town Clerk advised that she hoped it would and would discuss this with the Town Mayor on his return.

#### **5426. MINUTES AND RECOMMENDATIONS OF MEETINGS**

a. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 16<sup>th</sup> May 2023**, this meeting was held at the Rufus Centre. **This item was moved to EXEMPT.**

b. For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 6<sup>th</sup> June 2023**, this meeting is held at The Rufus Centre.

Members noted the resolutions and recommendations of the Community Services Meeting held on Tuesday 6<sup>th</sup> June 2023.

c. For Members to receive and consider **resolutions and recommendations** of the Business I&DB Meeting, held on **Tuesday 13<sup>th</sup> June 2023**, this meeting is held at the Rufus Centre.

Item 1453c needed to be corrected to a Recommendation as opposed to a Resolution as it was an application to the RCF.

Members noted the resolutions and recommendations of the Business I&DB Meeting, held on Tuesday 13<sup>th</sup> June 2023.

**5427. MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on Tuesday 16<sup>th</sup> May 2023 – no items.
- b. Members to receive any updates from Officers – no items.

**5428. OUTSIDE BODIES**

Cllr Blazeby had attended the Village Hall Management Committee meeting as the FTC representative and discussed looking to pursue various matters including implementation of an online booking system, refurbishment of rooms and options to replace the current lighting with led versions.

Cllr Platt had also attended the Bedfordshire Association of Town & Parish Council meeting and suggested the Rufus Centre as a venue for their AGM.

**5429. ITEMS FOR CONSIDERATION**

**a. Appointment of Heritage Website Working Group**

It was **RESOLVED** to appoint Councillors Blazeby, Wilsmore and Badham to the Heritage Working Group.

**b. Year End Accounts**

- i) To receive and approve the Unaudited Financial Statement for 2022/23 produced by DCK Accounting.

Members asked why the Scouts, RBL, Guides and Dance Studio were not included as part of the listed assets. Derek Kemp advised that they should have been included and would be adding them back onto the list.

*(Subsequent to this information at the meeting, Derek Kemp advised: "They are not on our asset list because they are not FTC's. They belong to the Scouts and Guides, they merely sit on FTC land. Our interest is therefore a Reversionary Interest only. I.e., the ownership only reverts to us if the lease comes to an end (and is not renewed) or in the event of the Scouts/Guides being in breach of the tenancy which FTC decide to enforce in order to end the lease").*

A correction to page 14 of the document was required to read 'Bedfordshire Pension Fund'.

It was **RESOLVED** to approve the Unaudited Financial Statement for 2022/23.

- ii) To receive and approve the Governance Statement 2022/23

It was **RESOLVED** to approve the Governance Statement 2022/23.

- iii) To receive and approve the Annual Return 2022/23

It was **RESOLVED** to approve the Annual Return 2022/23.

- iv) For Members to receive and consider the Final Internal Audit Report for year-end 31st March 2023

It was **RESOLVED** to accept the Final Interim Audit Report for year-end 31<sup>st</sup> March 2023.

*Members agreed to move item 12b – Rolling Capital Fund to item 11c.*

a. **Rolling Capital Fund (RCF) Applications**

It was **RESOLVED** to approve the Business Improvement & Development Board RCF application of £4,487.75 for Davis Suite EV equipment.

2430. **ITEMS FOR INFORMATION**

b. **Finance Reports Part 1**

- i) Flitwick Town Council Summary, Investments & Loans – noted.
- ii) Corporate Services Summary – noted.
- iii) Civic Expenses Summary – noted.
- iv) RCF & Grant Funding Review – noted.
- v) Bank Reconciliations – noted.

OMEGA Reports:

- vi) Income & Expenditure (Corporate & Community) – noted.
- vii) Cashbook (CB1 & CB2) Transactions April & May 2023 – a query was raised why there was still an electricity charge at Hinksley Road changing rooms. The Senior Finance Officer explained that this was for the continued connection charges.

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

Members noted the delegated decisions.

d. **Planning – CBC Decisions**

Members noted the planning decisions.

2431. **PUBLIC OPEN SESSION**

Jon Culman wished to discuss the following items:

- Event on Millennium Park – Mr Culman commented that there had been a lot of events on the Millennium Park recently and felt they should be spread out across different parts of Flitwick so that nearby residents could enjoy their gardens without listening to loud music.
- Barclays – Mr Culman commented that benches and bins had been promised a long time ago and nothing had yet materialised. Members advised Mr Culman that the order had been placed but unfortunately there had been long delays due to the company moving their production site and getting production up and running.
- Manor Park – Mr Culman commented on the great job of newly installed gates at Manor Park but was frustrated nothing had been done about the lake. Mr Culman understood that it would be an expensive and large project but felt that the Town Council had done nothing to progress this. Members advised Mr Culman that a new management plan had been created in 2022 and part of this was looking to restore the lake. However, it would be a significantly large and expensive project which involved various external stakeholders to be involved.

Ms Livens was pleased to see that a new sound system would be installed in the Davis Suite. Ms Livens also hoped that Members were planning a suitable tribute to recognise the contribution of former Councillor Lutley for her time on the Council.

2432. **EXEMPT ITEMS**

The following resolution was **moved** that it is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

a. **Minutes & Recommendations**

For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 16<sup>th</sup> May 2023**, this meeting was held at the Rufus Centre.

Members **resolved** to adopt the minutes of the Town Council Meeting held on Tuesday 16<sup>th</sup> May 2023 as a true record.

b. **Finance Reports Part 2**

The finance report were noted.

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.