



## FLITWICK TOWN COUNCIL

Ref: Agenda/Community – 03/10/2023 - 92

28<sup>th</sup> September 2023

Dear Sir/Madam

Members are hereby summoned to the **Community Services Committee meeting** that will take place on **Tuesday 3<sup>rd</sup> October 2023 at The Rufus Centre**, commencing at **7.45 p.m.** in order to transact the under mentioned items of business. Yours faithfully

S. Lockey

Stacie Lockey

Town Clerk

Committee Members: Cllr Thompson, Cllr Platt, Cllr Badham, Cllr Wilsmore, Cllr Connell,  
Cllr Toinko, Cllr Gleave.

Distribution: All Town Councillors  
Notice Boards  
Website

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. **CHAIRMAN'S ANNOUNCEMENTS**

To receive announcements from the Chairman.

#### 4. **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\\_OTExZGVhN2ItZDI0MS00MGM4LWJiZTctMTUyOTc3MTUwYWM2%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTExZGVhN2ItZDI0MS00MGM4LWJiZTctMTUyOTc3MTUwYWM2%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**.

#### 5. **INVITED SPEAKER**

No invited speaker.

#### 6. **MEMBERS QUESTIONS**

To receive questions from members.

#### 7. **MINUTES**

- a. For Members to receive and adopt the minutes of the Community Services meeting held on **Tuesday 1<sup>st</sup> August 2023**.

#### 8. **MATTERS ARISING**

- a. Minutes of the Community Services Committee Meeting **Tuesday 1<sup>st</sup> August 2023**.

#### 9. **ITEMS FOR CONSIDERATION**

- a. **The Lockdown Car Show 2024**

The organiser of The Lockdown Car Show has requested to use Millennium Park, free of charge on Sunday 18<sup>th</sup> August 2024 for a Lorry, Car and Bike Show. The event will be open to the public between 10am and 4pm. The Lockdown Car Show is a free local event, organised by a Flitwick resident.

- b. **Community Allotment**

Members to receive a report from the Community Services Officer and consider the recommendations within the report.

- c. **Family Fun Day 2024**

Members to receive a report from the Community Services Officer and consider the recommendations within the report.

- d. **D-Day Anniversary – Beacon**

Members to receive a report from the Community Services Officer and consider the recommendations within the report.

e. **Community Hub**

It was *resolved* at the Community Services meeting on Tuesday 4<sup>th</sup> April to open a Community Hub from The Hub, every Wednesday 9am til 4:30pm until 31<sup>st</sup> March 2024.

The Community Service Team have reviewed the service and the best use of Officer time.

Given the low number of people attending in the afternoon, The Community Services Team are recommending changing the opening times to 9am til 2:30pm, until 31<sup>st</sup> March 2024.

f. **Allotment Bonfires**

The Allotment Working Group have made a recommendation to amend the Allotment Agreement to state that bonfires are no longer permitted on the allotment sites.

Officers and site representatives recommend this change due to only 2 or 3 allotment holders having bonfires. There have been multiple complaints from both other plot holders and nearby houses in regard to bonfires being lit outside of the agreed hours.

Members to consider amending the Allotment Agreement to state 'No bonfires will be permitted on-site at any time'.

g. **Scarecrow Festival 2024**

Members to receive a report from the Community Services Officer and consider the recommendations within the report.

h. **Sunday Markets**

The Sunday Market takes place on the last Sunday of every month at 3 Station Road. The markets operate from April – September, due to poor weather conditions during the winter months.

The Market Manager has requested to hold one additional market on Sunday 29<sup>th</sup> October.

i. **Manor Park**

Members are aware of the ongoing issues with Ragwort and Hogweed within Manor Park. Following liaison with Natural England a report was carried out by an agronomist on the best way to manage the spread of Ragwort and Hogweed within the park.

Members are asked to consider the report and instruct Officers to carry out the management of Ragwort and Hogweed as detailed within the report. This will be covered by the revenue budget.

10. **ITEMS FOR INFORMATION**

a. **Toucan Crossing**

The below information has been received from Central Bedfordshire Council:

'I can confirm that the civil works for the installation of the new toucan crossing at the 101 roundabout are programmed to be constructed by Octavius on behalf of Central Bedfordshire Council between 6 – 24<sup>th</sup> November 2023.

It is proposed that the works will be constructed under 4 way off peak traffic signals on each arm of the roundabout and road space has been booked with Streetworks.'

**b. Community Financial Report**

Members to receive and note a report from the Senior Finance Officer

**c. Officer Update**

Members to note the Officer update

**11. 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**.

**12. 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.

**12a Youth Provision Report**

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.