



FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 17/10/2023- 452

12th October 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 17th 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

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. **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.

(the supporting paper has not been published on website for data protection)

5. **REPORTS FROM WARD MEMBERS**

To receive reports from Central Bedfordshire Council ward members.

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_ZmNkM2Y4M2QtNGRiMy00MmQxLWJiYzEtNDdjNmU0OTRkYWVj%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**

No invited speaker.

8. **MEMBERS QUESTIONS**

To receive questions from members.

9. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 19th September 2023**, this meeting was held at the Rufus Centre. **(This item will be taken in EXEMPT)**
- b. For Members to receive and consider **resolutions and recommendations** of the Community Services Meeting, held on **Tuesday 3rd October 2023**, this meeting was held at The Rufus Centre.
- c. For Members to receive and consider the **resolutions and recommendations** of the HR Committee Meeting, held on **Monday 16th October 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 19th September 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. Scheme of Delegations

Members are asked to consider adopting the Scheme of Delegations circulated following the Council's review of its Committee Structure.

b. Internal Audit – First Interim

For Members to receive and consider the first Interim Audit Report.

c. External Audit for the Year Ended 31st March 2023

For Members to receive and approve the Audited AGAR, year-end 31st March 2023 and consider the external auditor's certificate and report.

d. Flitwick & Ampthill Scout Group

As per the lease agreement, the Scouts are to erect a fence (design to be approved by Council) within 6 months of the lease being signed. Members to consider the options circulated as part of the supporting papers.

e. Rolling Capital Fund (RCF) Applications

(i) Members are asked to note the RCF Summary document circulated.

(ii) Members are asked to approve the following Committee applications to the RCF:

- Rufus Centre Office Space Refurbishment

Members are asked to consider an application to the RCF for £15,968.53 to refurbish tenant office room 18 and 19 in line with other refurbished offices to include new carpet, a suspended ceiling with LED lights and paint work. This space will also require a new partition wall. Quotation included in supporting papers.

- Hinksley Road Play Equipment (UK Shared Prosperity Fund)

Members are asked to consider installing play equipment at Hinksley Road playing field at a match-funded cost of £8,000 from the RCF.

f. Flitwick Footpaths No 13, 14, 22 & Westoning Footpath No 13

Members to consider a response relating to the following consultation from CBC;

Stop up part of Flitwick Footpath No. 13 and to subsequently create a new part of Footpath No. 13 and to divert parts of Flitwick Footpaths No 14, No. 22 and Westoning Footpath No. 13 at Priestley Farm. This will move the footpaths onto the walked routes, resolving a dead end path anomaly and allow the legal lines of Flitwick Footpath No. 22 and Westoning Footpath No. 13 to cross the footbridges.

g. Committee Vacancies

(i) Members are asked to elect 1 Member onto the Community Services Committee following the resignation of Cllr Meredith-Shaw.

- (ii) Members are asked to elect 1 Member onto the Business Development Improvement Board following the resignation of Cllr Shaw.

13. ITEMS FOR INFORMATION

a. Finance Reports

Members are asked to note the following finance reports:

- i) Flitwick Town Council Summary, Investments & Loans
- ii) Balance Sheet

b. Planning – Responses to CBC including Officer Delegated Decisions

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

c. 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. Delegated Authority Decisions**
- c. UK Shared Prosperity Fund**
- d. Land off Trafalgar Drive**
- e. Key Priorities**

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.