



FLITWICK TOWN COUNCIL

MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 05th March 2024 AT 7:45 PM AT THE RUFUS CENTRE

Cllr Thompson (Chairman)
Cllr Toinko
Cllr Wilsmore
Cllr Gleave
Cllr Connell
Cllr Livens

Stacie Lockey –Town Clerk (TC)
Susan Eldred – Community Services and Amenities Manager (CSAM)
Zoe Putwain – Community Services Officer (CSO) ZP
Darren Busbhy – Public Realm Supervisor (PRS)

1162 **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Connell due to work commitments.

It was **RESOLVED** to accept the apologies from Cllr Connell due to work commitments.

No apologies were received from Cllr Platt for this meeting.

Action – Reception

1163 **DECLARATIONS OF INTEREST**

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

- (a) No Disclosable Pecuniary interests in any agenda item were declared.
- (b) No Non-Pecuniary interests in any agenda item were declared.

1164 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman thanked Officers and Members for their support in relation to the Tree Planting event.

1165 **INVITED SPEAKER**

No invited speakers attended the meeting.

1166 **MEMBERS QUESTIONS**

Councilor Livens addressed the council about contact made with the public in relation to specifically Benches in the East of the Town. Various sites were mentioned including Hatfield, Hinksley and the top of the Avenue. It was also identified that there were benches that could be replaced that do not currently the disability requirements with them being made with no backs or arms.

The TC confirmed that the locations identified were that of CBC ownership and as such this would need to be confirmed and brought to the CBC Councilors. It was suggested that this be raised at the next full Council meeting when they would be present. Councilor Livens offered to contact CBC Councilor Ian Adams before the meeting to make them aware that the question would be raised.

The requirement for the benches was due to allowing people to have access to locations to sit on route or rest in the area. It was raised that funds may be pursued through the use of memorials. However, it was noted that these would have a set life and that would need to be investigated before proceeding at any FTC owned site. It was suggested that the topic be revisited at a future meeting after discussion with the CBC Councilors.

Action – TC / Cllr Livens

1167 **MINUTES**

- a. Members received and adopted the minutes of the Community Services meeting held on Tuesday 6th February 2024 with no amendments.

It was **RESOLVED** to accept the Community Services Minutes held on 6th February 2024 with no amendments.

Action – CSO (ZP)/ Reception

1168 **MATTERS ARISING**

No matters arising from the minutes of the previous meeting were raised.

1169 **ITEMS FOR CONSIDERATION**

Reviewed Policies

- a. • The Event Protocol Booking Form was reviewed at the previous Community Services meeting and was passed to the Business Improvement and Development Board, for any comments or amendments. No amendments were requested. Given this information the Committee agreed to adopt the document.

It was **RESOLVED** to accept the updated Event Protocol booking form as submitted.

Action – TC)

The Hub Car Park

Members received a report from the Community Services and Amenities Manager and considered the recommendations within the report. The recommendations outlined the requirement for delineation between the Hub and Village Hall Carpark. As previously discussed, the delineation did not need to be physical and as such quotes were received by members for either a physical or visual divide to be placed on the site.

The CSAM advised members that the request to place a bollard within the boundary of the Village Hall and rear of the Co-op building had gone to members of the Village Hall Committee. It was deemed that there was no effect on the Village Hall due to vehicle access in this location and so permission would not be granted. The suggested barrier would have helped to limit access out of hours to the site. Members requested clarification as to why this had been requested, with confirmation of restricting access to people or activities not deemed appropriate.

It was **RECOMENDED** to accept Quote A for £800 and Option 2, to paint a white line as a delineation between the Hub and Village Hall via an RCF Application

Action – TC)

c. **Event Review**

The Chairman addressed Members confirming that a full event review for the Community Services department has been undertaken by Officers. This would show the P and L for the events and the social value. Through the development of this report that was hoped to be completed by the July meeting, 3 events have been identified that Officers considered to be removed from the programming.

Members agreed that the Christmas Market Trip and indoor Christmas Market events raised were offered by alternative parties reducing the social value. The painting Circle group that has a lower membership than desired was raised with Members offering suggestions to adding crafts or other activities to the group to include more people in the activities. Officers agreed to look at this possibility before the full review.

It was **RESOLVED** to remove from the Community Services programming the Christmas Market Trip event and the indoor Christmas Market.

Action – CSAM/ SAO (ZP)

1170 **ITEMS FOR INFORMATION**

a. **Community Financial Report**

Members reviewed and noted the Community Financial Report.

b. **Officer update**

Members reviewed and noted the Community Services Officer Report. With reference to the Summer Program members asked if the program would be able to go ahead if the funding was not acquired. The CSAM confirmed that this would be possible.

1171 **PUBLIC OPEN SESSION**

No members of the public attended this meeting.

1172 **EXEMPT ITEMS**

a. **The Dew Pond & The Mount**

It was **RESOLVED** to move item 1170 to Exempt.

Discussions took place as to the Dew Pond and The Mount locations.

Meeting ended 8.36pm