



FLITWICK TOWN COUNCIL
Minutes of the Community Services Committee meeting
held on Tuesday 7th January 2025 at the Rufus Centre

Present:

Cllr Thompson (Chairman)
Cllr Toinko
Cllr Wilsmore
Cllr Connell
Cllr Earles
Cllr Haralds
Cllr Snape
Cllr Roberts

Stacie Lockey – Town Clerk (TC)
Susan Eldred - Community Services and Amenities Manager (CSAM)
Zoe Putwain - Community Services Officer (CSO, ZP)
Sue Quinn – Community Services Officer (CSO, SQ)

1245. APOLOGIES FOR ABSENCE

No apologies for absence were received.

1246. 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.

1247. CHAIRMAN'S ANNOUNCEMENTS

The Chairman wished everyone a Happy New Year and welcomed Cllr Harald to the Community Services Committee. Acknowledgement was given to Sue Livens for their service on the council.

The Chairman explained to Members that there was an error in the paperwork submitted with incorrect numbering. It had been corrected.

1248. PUBLIC OPEN SESSION

No members of the public attended the meeting.

1249. INVITED SPEAKER

No speaker was invited to the meeting.

1250. MEMBERS QUESTIONS

Members raised no questions at this time.

1251. MINUTES

- a. Members received and adopted the minutes of the Community Services meeting held on **Tuesday 3rd December 2024.**

It was **RESOLVED** to accept the minutes of the Community Services meeting held on **Tuesday 3rd December 2024.**with no amendments.

Action – Reception

1252. MATTERS ARISING

- a. Members raised no comments in relation to the Minutes of the Community Services Committee Meeting on **Tuesday 3rd December 2024.**

1253. ITEMS FOR CONSIDERATION

a. **FLH Grant Application**

Members received a report from the Community Services & Amenities Manager and considered the recommendations in the report.

Questions were raised as to the availability of Officer time, suggested as approximately 8 hrs. It was confirmed that the time would be flexible depending on the requirements of the project and other tasks assigned. It was confirmed that the time was able to be incorporated into the Officer hours.

The CSO (SQ) confirmed that the officer time had been incorporated into the grant application and that initial conversations with schools in the area had been positive with the project fitting in with the curriculum. The suggested Retail Trail concept was received with mixed reviews by the Members.

It was **RESOLVED** to approve the Community Services Officer time to submit a grant application to the UKSPF Culture and Arts application for the delivery of the outlined FLH Project and if successful, to allocate eight hours per week of the Community Officers time to deliver the outlined project.

b. **Central Bedfordshire Council – Steppingley Road, Flitwick – Off-Street Parking**

Members considered formally responding to the consultation relating to off-street parking at the new care home in Steppingley Road, Flitwick. The consensus of the committee was that no response was required.

c. **80th Anniversary of VE Day**

Members received an email from Bruno Peek regarding celebrating the 80th Anniversary of VE Day on 8th May 2025. Members had a verbal discussion regarding options and formal celebrations.

It was raised that if the event fell under 'Civic Events' that the decision would need to be made a full Council as this was beyond the remit of the Community Services Committee. It was noted that Flitwick Town Council had no beacon of note and that there had been a previous resolution made that a beacon would not be purchased, due to the lack of available space to deploy.

On enquiry the CSAM informed members of previous events held by the Council for alike requests with a beacon lighting taking place on the 75th anniversary of VE day at Millenium

Park. The previous event had an attendance of around 50 people, with the costs incurred being significant.

The request was debated as to whether it was to be a Civic event or Celebration due to the letter being sent from CBC and there being no use of the term remembrance. This, combined with the suggestions of activity being varied, caused confusion as to where the activity would fall.

Members discussed and did suggest that it was pivotal that if an activity took place that residents were not disappointed by the activity, as had previously occurred.

It was noted that the Flag Policy was due for renewal prior to the suggested date but the current policy does state that the Union Jack would be flown every 5th year. →

Members requested that Officers look into the letter and offers of other Councils, along with contacting the RBL to find out if they are planning to mark the occasion. Depending on the Officer findings it was suggested that the relevant committee receive a suggestion of activity.

Action – CSAM

1254. ITEMS FOR INFORMATION

a. Community Financial Report

Members received and noted a report from the Senior Finance Officer

b. Officer Update

Members noted the Officer update and asked for clarification as to the BCLF grant funding and deadline. Members asked for more information on the forest school to be circulated.

Action: CSAM

When questioned in relation to the Skate Park, the CSAM confirmed that although delayed, Central Bedfordshire Council were aware and the revised deadline that could not be exceeded was the end of March.

In relation to the Community Fridge, Members requested a more in-depth report to better express the immense work and volume of food transported by the volunteers over the festive season. Although numbers were given it was felt that this did not reflect the high volume of turnover and high dedication of deployment to achieve the results.

Members did express sincere thanks to the volunteers and welcomed any future updates.

c. Social Value Report

Members received a report from the Community Services & Amenities Manager and noted the information within the report.

d. Central Bedfordshire Council – Notification of variation of parking charges

Members noted the variations of car parking charges relating to the Steppingley Road Car Park.

e. CBC Highways and FTC Multi-Agency Working

Members noted that the next 'walkabout' with a CBC Highways Officer is due in April 2025. Members were invited to suggest or raise concerns during the meeting or at any time to have any areas they would like reviewed during this meeting, please email the Community Services & Amenities Manager.

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Current 'concerns' raised with CBC Highways from September 2024:

- Overgrown Trees on Temple Way, opposite Church Road
- The Steps at the back of Brooks Road Shops.

The Froghall Road chicanes were noted as being damaged again, with the TC confirming that as this was a recurring item they would raise this directly.

The buildout in the road at Manor Way was raised and although potentially outside the parameters of the meeting it was agreed that this was identified as a concern to Highways for Safety reasons. Cllr Wilsmore offered to gather the relevant information required.

Action – RW/TC

1255. PUBLIC OPEN SESSION

No members of the public attended the meeting.

1256. 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. Members and Officers to discuss Youth Provision

It was **RESOLVED** to move item 12a, Youth Provision to Exempt.

Members discussed the current Youth Provision and options following the end of current contract.

Signed (Chairman)