



FLITWICK TOWN COUNCIL
Minutes of the Community Services Committee meeting
held on Tuesday 4th March 2025 at the Rufus Centre

Present:

Cllr Thompson (Chairman)
Cllr Platt,
Cllr Wilshire,
Cllr Connell,
Cllr Toinko,
Cllr Earles,
Cllr Harald,
Cllr Roberts

Stacie Lockey – Town Clerk (TC)
Zoe Putwain - Community Services Officer (CSO, ZP)
Sarah Burgess – Amenities Officer (AO)

1257. APOLOGIES FOR ABSENCE

No apologies for absence were received.

1258. 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.

1259. CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed members that the Community Services and Amenities Manager had made the decision to resign from their position. Further information followed around the duration of notice and revision of job description which would be reviewed by the HR Committee.

1260. PUBLIC OPEN SESSION

No members of the public attended the meeting.

1261. INVITED SPEAKER

No speaker was invited to the meeting.

1262. MEMBERS QUESTIONS

Members raised no questions at this time.

1263. MINUTES

- a. Members received and adopted the minutes of the Community Services meeting held on **Tuesday 7th January 2025**.

It was **RESOLVED** to accept the minutes of the Community Services meeting held on **Tuesday 7th January 2025** with no amendments.

Action – Reception

1264. MATTERS ARISING

- a. Members asked for an update on the Skate Park extension project detailed in the meeting on **Tuesday 7th January 2025**. The AO confirmed that although delayed the deadline of the end of March was still being worked towards, with work commencing 10th March 2025.

1265. ITEMS FOR CONSIDERATION

a. Allotment Working Group Rep

Members were asked to elect one Member of the Community Services Committee to join the Allotment Working Group

It was **RESOLVED** to elect Cllr Toinko onto the Allotment Working Group.

Action – AO

b. Community Fridge

- i) Members were asked to adopt the Terms of Reference with the amendment to include the wording clarification that one Council member must be present for a meeting to proceed, and that the election of representatives will take place at full council.

It was **RESOLVED** to adopt the Terms of Reference with the amendments detailed.

Action – CSO (ZP)

- ii) Members were asked to adopt the Roles and Responsibilities with the revised amendment on the Fridge Lead position to state Lead Councillor and remove the name currently present.

It was **RESOLVED** to adopt the Roles & Responsibilities with the amendments detailed.

Action – CSO (ZP)

c. Movie Days

Members received a report from the Community Services Officer and considered the recommendations within the report in relation to the Movie Days that are scheduled to take place in school holidays.

The report detailed concerns raised by attendees in relation to behaviour, fallout rate of bookings and cleanliness of the space after use. Suggestions were offered as to how to implement changes to address the concerns raised and extensive discussions took place.

It was suggested that the Movie Days continued with no charge and Officers continuing to address behaviour of children, regular Officer checks throughout the films and a request to tidy up after themselves. The activity to be reviewed after the Summer.

It was **RESOLVED** to continue with the movie days as a free event with additional monitoring, request to help tidy after the event and announcement in relation to behaviour with the activity to be reviewed after the summer programme.

Action – CSO (SQ)

d. VE Day 2025

Members received a report from the Community Services Officer and considered the recommendations within the report in relation to the VE day activities to take place in Flitwick on the 8th of June.

Members received a summary of other town schedules and suggestions for activities.

Civic VE Day - 8th May

9am – Raising of the Union flag

10am – Service at the War Memorial by the RBL and St Peters and St Pauls. Authorised by the Mayor.

6.30pm – Churches ring the bells for peace (subject to approval from the Church)

9.30pm - Direct people to Ampthill

Community / Rufus –

8th May 9am – 2pm – Special on Fish and Chips to be offered at the Rendezvous café.

1.30pm – 2.30pm – Live vintage music performed in the Rendezvous Café £90 PH

(Community Services general budget code could cover this cost)

It was **RESOLVED** to observe VE day in the following ways;

- Raising of the Union Flag at the Rufus Centre
- Supporting the RBL service at the Memorial
- Vintage singer and Fish and chip special at the Rendezvous Café
- Ringing of the Church bells for peace if available.
- Directing the community to Ampthill Beacon event.

Action – CSO (ZP)

e. Summer Programme 2025

Members received a report from the Community Services Officer and considered the recommendations within the report with details of the proposed activities for the summer programme.

It was **RESOLVED** to accept the proposed programme with the Community Services Officers permitted to make amendments as and when required.

Action – CSO (SQ)

1266. 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 with mention made to the following: -

Comment was made that the report by Officers in relation to the LGBTQ Library event didn't reflect the overall impact of the event. It was suggested that although the numbers were low the social engagement and conversations were of a good quality. Thanks was given to the Artist for their hard work.

Clarification was requested for the Linus event with the Mayor explaining that the event was in aid of the Town Mayor's Charities

An update on the uptake on volunteers for the working group at Manor Park was requested with the AO Officer confirming 5 individuals that would like to join the working group for meetings and more willing to assist on site.

Feedback in relation to the Park Run activity was sought as was the logistical information on any damage and restrictions of activities. The AO confirmed that a map of the site including allowed usage had been sent to the organisers and that the Public Realm team would identify any damage if required.

The removal of trees at Manor Park was raised that had been left over the ditch. The AO confirmed that the Public Realm team would further investigate the requirements of moving or removing the trees.

The Skate Park event to launch the new extension was commented on as a positive event to launch the extension. The CSO (ZP) did confirm that this was possible due to the event in September 2024 being cancelled and that the Skate Competitions had been removed from the 2025 – 2026 programme.

c. Nature Park

Members noted a report from the Amenities Officer in relation to the Nature Park suggested work and potential substantial costs. It was confirmed that a pre-commencement condition had been suggested to include a pathway, and that the AO had requested this element to be retracted but if implemented there would be a substantial cost to the project.

Members suggested that there may be the possibility of financial assistance if required from the Capital Receipt.

1267. PUBLIC OPEN SESSION

No members of the public attended the meeting.

1268. 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.

It was **RESOLVED** to move item 1268 a to the Confidential section of the meeting.

a. Members noted the confidential 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.

Signed(Chairman)