



FLITWICK TOWN COUNCIL

Ref: Agenda/Finance- 19/05/2025 - 5

14th May 2025

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the **Finance & General Purposes Committee** that will take place on **Monday 19th May 2025 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 Parsons, Cllr Blazeby, Cllr Harald, Cllr Roberts, Cllr Snape

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. 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_MjAyNTQxMjYtM2JmMy00YTdjLThtMjgtMDBiZDI4MzQzYWE3%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**.

4. **Members Questions**

To receive questions from members.

5. **Minutes**

- a. For Members to approve the minutes of the Finance & GP Meeting held on **Tuesday 14th January 2025**, this meeting was held at the Rufus Centre.

6. **Matters Arising**

- a. Minutes of the Finance & GP Meeting held on **Tuesday 14th January 2025**.
- b. Members to receive any updates from Officers.

7. **Items for Consideration**

a. **Purchase Orders**

Members are asked to consider implementing the digitalisation of purchase orders at an approximate cost of £744 for the first year and then a subsequent £222 annual cost thereafter.

b. **Council Surplus**

Members are asked to consider the RFO's report circulated regarding decisions relating to the Council surplus 2025-26.

c. **Capital Funding Plan**

Members are asked to consider the draft Capital Funding Plan circulated.

8. **Items for Information**

i) **Finance Reports – Year End 2024-25**

To note and discuss the Year End Finance Reports:

- RFO Report
- Full Council & Committee Year End Reports
- Earmarked Reserves
- Balance Sheet
- Profit & Loss
- Consolidated Bank Reconciliation
- Cashbooks (Current Account, Business Reserves, PDQ, Barclaycard & Tenants Deposits)

- Overspends
- Debtors

ii) **Finance Reports – April 2025 (Part 1)**

Members are asked to note the following finance reports for April (month 1):

- FTC Financial Summary
- Earmarked Reserves
- Balance Sheet
- Profit & Loss
- Consolidated Bank Reconciliation
- Income & Expenditure (Finance & GP and Community Services)
- Cashbooks (Current Account, Business Reserves, PDQ, Barclaycard & Tenants Deposits)

iii) **3 Station Road**

- Members to receive a verbal update on the 3 Station Road refurbishment project.
- Members are asked to note the Reserves Position document circulated.

iv) **Steppingley Road Land Sale**

Members to receive a verbal update on the land sale project.

v) **EMR Spend**

Members are asked to note that £4,650 was allocated from the 317 EMR (Nature Park Annual Grant) to replace the Public Realm Team's flail for the tractor. This expenditure was incurred in March 2025 with no remaining funds in the Public Realm: Plant/Equip. Purchase budget (4084/303).

9. **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**.

10. **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.

- Confidential Report – to note
- Finance Reports (Part 2) – to note
- Court Claim – to note

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.