



FLITWICK TOWN COUNCIL
DRAFT MINUTES OF THE BUSINESS IMPROVEMENT AND DEVELOPMENT BOARD
MEETING HELD ON 11th FEBRUARY 2025 AT 7:45 PM AT THE RUFUS CENTRE

Present:
Cllr Blazeby
Cllr Snape
Cllr Hodges

1590. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Roberts – work commitment and Cllr Parsons – work commitment.

1591. DECLARATIONS OF INTEREST

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

- (a) Disclosable Pecuniary interests in any agenda item – no items.
- (b) Non-Pecuniary interests in any agenda item – no items.

1592. CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements.

1593. PUBLIC OPEN SESSION

There were no members of the public.

1594. INVITED SPEAKER

There was no invited speaker.

1595. MEMBERS QUESTIONS

None.

1596. MINUTES

For Members to receive and adopt the Minutes of the Business I&DB Committee held on **Tuesday 10th December 2024**.

It was **RESOLVED** to adopt the minutes of the Business Improvement & Development Board meeting held on **Tuesday 10th December 2024**, as an accurate record.

1597. MATTERS ARISING

Minutes of the Business I&DB Committee **Tuesday 10th December 2024.**

1598. ITEMS FOR CONSIDERATION

a. Car Parking

Members noted the report.

The BFM explained that the overflow parking on the field was not currently fit for purpose due to the recent bad weather. The ground had become unusable, and the temporary matting had not resolved the situation. Options have been explored for temporary solutions and semi-permanent roadways however they were proving costly.

Officers had internally discussed options and felt that, at the current time, the best option would be to hold off and review the situation once it became clearer when the compound would be relocated.

Members agreed with the approach. However, they felt that some changes could be made to the existing area to free up space. Comments were made about the current layout of the staff car park, the amount of bins that took up a lot of space and some tenants who were using a lot of space.

Members discussed introducing a permit fee for tenants to manage the number of car parking spaces being used, and the relocation of the front-loader waste bin was also discussed as an option.

The BFM advised that the area to the rear of the building, near the wedding garden, could be repurposed as a car park in the long term.

Members discussed a green initiative transport scheme that encouraged people to walk to the Rufus Centre. Members were in favour of this but were unsure if it would be effective.

Members and Officers agreed that car parking needed major thought and should be considered when the proposed capital receipt from Steppingley Road was received.

The BFM advised Members that he had attended another local conference centre recently who were facing similar issues with their car parking.

Action: BFM

1599. ITEMS FOR INFORMATION

a. Branding Application Update

Members noted the branding application update report. The Chairman was not keen on the two examples that were printed within the report and felt that the youth activities poster had a lot of repeat information on it. The Chairman requested to see the brand guidelines and asked for this to be included on the next agenda for approval.

Action: CMM

1600. PUBLIC OPEN SESSION

There was no members of the public present.

1601. 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 issues are discussed.

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolved** to exclude the public and press by reason of the confidential nature of the business about to be transacted.

- a) **Confidential Report**
Members noted the confidential report.
- b) **Officer Update**
Members noted the Officer update.
- c) **Business Rates Report**
Members noted the business rates report.
- d) **Occupancy stats**
Members noted the occupancy stats.
- e) **Dance Studio**
Members noted the correspondence relating to the dance studio.
- f) **Capital Projects**
Members noted the updated list of capital projects.

Meeting closed at 20.57.

Signed (Chairman)

Annual Residents' Survey

Business Improvement & Development Board

Rendezvous Café

- The cafe is good but sometimes the food is up and down even if you order the same thing it can be different on different days and I think the staff should clear the table when you have finished eating even if you are still sitting there.

3 Station Road

- Strong feeling that the lease for 3 station road should not be awarded to a national chain restaurant.
- Did we really need another restaurant at Station Square? Will there be enough parking? How will having a business here affect public events on Station Square? Rufus Centre is so far out of town for visiting bank services. You should consider holding this at the Village hall or keeping a small unit on Station Square for community drop in services. For example, you should have a base with services and toilet facilities to support during Christmas events, or Remembrance parade on the Square.
- Buying the old Barclays was an inappropriate use of public money are arguably ultra vires.
- The former Barclays building is a huge opportunity for the Town. Flitwick needs regeneration, independent businesses to serve the community, a space for a thriving community feel for all to access. Make Flitwick a place that people want to visit, spend their money, support the local economy, move to the area due to its railway line etc. currently it's stagnant, full of barbers, take aways and chain businesses.
- The town Center at The old Barclays building needs to be somewhere people can come and sit outside and enjoy a sort of cafe culture
- Stop the building of new homes and wasting our tax payers money on white elephants like the bus interchange and what will be the station Sq building once it's complete. Spend the money wisely on project the whole community can benefit from.
- A list of proposed shops, services, and/or restaurants that have applied or have been suggested to fill 3 Station Road would be nice.



FLITWICK TOWN COUNCIL

Guttering phases 2 & 3 (urgent) - See ITEM 09e **RUFUS GUTTERING – PHASED REPLACEMENT**

Background

In previous reports the BFM has flagged that our existing guttering is in need of replacement due to substantial deterioration over time. Following a report from a roofing specialist that highlighted the potential damage to be caused to fascia's, soffits and other building fabrics the BFM explored options further.

Introduction

In previous BIDB meetings the BFM was asked to explore a phased replacement of the guttering across The Rufus Centre. The initial proposal was to complete the work in 3 phases to include GROUND FLOOR, 1ST FLOOR – SECTION 1 & 1ST FLOOR SECTION 2.

In February 2025 the first phase was completed at a cost of £3945.00 which was obviously substantially less than the proposed costs for Phases 2 & 3 due to a reduced linear meterage and the additional costing for safely accessing the working height of the first floor, either by scaffolding or a MEWP (Mobile Elevating Work Platform).

OPTIONS

Members are asked to consider the following expenditure from the Rufus Centre Compensation EMR (£7,175) and the Ops Reserves (£8,775), and complete the further phases of guttering replacement at The Rufus Centre.

- Option 1: Phase 2 contractor 1 - £7795.00
- Option 2: Phase 3 contractor 1 - £8155.00
- Option 3: Phase 2 contractor 2 - £7783.12
- Option 4: Phase 3 contractor 3 - £8079.12
- Option 5: Both phases (completed together) - £15,950

Officer Recommendations

To proceed with Option 5 and complete both phases at one stage at a cost of £15,950.

Further information

Members should be made aware that we have already begun to notice degradation of fascia's and soffits to the first floor gable ends and that upon completion of the works we MAY be subject to additional costings to make good areas of concern. This would be essential whilst access platforms are on site and in place to avoid further future elevated costs.

Mathew Earles
Business & Facilities Manager