



## FLITWICK TOWN COUNCIL

Ref: Agenda/Community – 04/11/2025 - 112

30th October 2025

Dear Sir/Madam

Members are hereby summoned to the **Community Services Committee meeting** that will take place on **Tuesday 4<sup>th</sup> November 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 Thompson, Cllr Platt, Cllr Wilsmore, Cllr Toinko, Cllr Earles, Cllr Harald, Cllr Bandy, Cllr Crawford.

Distribution: All Town Councillors  
Notice Boards  
Website

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. **CHAIRMAN'S ANNOUNCEMENTS**

To receive announcements from the Chairman.

#### 4. **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\\_ZmEzZTU4NTUtOTk1MC00MTI5LTgyNGUtdNDM1NTZIYzk3ODdj%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmEzZTU4NTUtOTk1MC00MTI5LTgyNGUtdNDM1NTZIYzk3ODdj%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**.

#### 5. **INVITED SPEAKER**

No invited speaker.

#### 6. **MEMBERS QUESTIONS**

To receive questions from members.

#### 7. **MINUTES**

- a. For Members to receive and adopt the minutes of the Community Services meeting held on **Tuesday 2<sup>nd</sup> September 2025**.

#### 8. **MATTERS ARISING**

- a. Minutes of the Community Services Committee Meeting on **Tuesday 2<sup>nd</sup> September 2025**.

#### 9. **ITEMS FOR CONSIDERATION**

##### a. **Allotment Working Group Membership**

Members are asked to elect the third member to the Allotment Working Group.

##### b. **Transport Interchange – Planted Areas**

Members to receive a report from the Amenities Officer and consider the recommendations within the report.

#### 10. **ITEMS FOR INFORMATION**

##### a. **Community Financial Report**

Members to receive and note a report from the Senior Finance Officer

##### b. **Officer Update**

- i) Members to note the Amenities Officer update.
- ii) Members to note the Community Officer update.

#### 11. **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**.

**12. 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.

No items.

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.



## FLITWICK TOWN COUNCIL

### **Draft** Minutes of the Community Services Committee meeting held on Tuesday 2<sup>nd</sup> September 2025 at the Rufus Centre

Present:

Cllr Bandy  
Cllr Crawford  
Cllr Wilsmore  
Cllr Roberts  
Cllr Platt  
Cllr Earles  
Cllr Toinko

Stacie Lockey – Town Clerk & Chief Executive  
Lisa Simpson – Community Engagement Manager  
Sarah Burgess – Amenities Officer  
Aaron Pepper – Public Realm Supervisor

#### **1305. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr Thompson – sabbatical.

#### **1306. 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.

#### **1307. CHAIRMAN'S ANNOUNCEMENTS**

There were no items.

#### **1308. PUBLIC OPEN SESSION**

There were no items.

#### **1309. INVITED SPEAKER**

There was no invited speaker.

#### **1310. MEMBERS QUESTIONS**

There were no Members questions.

**1311. MINUTES**

- a. For Members to receive and adopt the minutes of the Community Services meeting held on **Tuesday 5<sup>th</sup> August 2025**.

It was **RESOLVED** to accept the minutes from the Community Services meeting held on **Tuesday 5<sup>th</sup> August 2026** with no amendments.

**1312. MATTERS ARISING**

There were no matters arising.

**1313. ITEMS FOR CONSIDERATION**

- a. **Event Bookings Fee Review**

Flitwick 10k race -

Members felt the 10k race was a paid-for event and was relatively well funded. They acknowledged that the event surplus was donated to charity; however, they were not in favour of offering discounts anymore.

The AO confirmed that the costs of holding this event was £300. Members felt that it was no longer necessary to reduce costs.

Members asked what effect the fair had on the 10k race. Officers responded that previously the two events had worked well together, complementing one another.

Baptist church carol service –

Members were all in favour that this event should be offered free of charge as it was a community event at no cost to residents.

Park Run –

Members were in favour of continuing to offer this space free of charge, as it was a community event open to the families at no cost.

It was **RESOLVED** to charge Flitwick 10k the fees as per the Event Booking Protocol and to offer a 100% discount for Flitwick Baptist Church and Junior Park Run.

- b. **Flitwick Car Show**

Members commented that the parking and traffic was a problem on the day.

Mr Snook advised Members that he has support from Flitwick Lower School by being able to use the entire school for the event.

Members were in agreement that the event put Flitwick on the map and was beneficial to the Town. Mr Snook advised that it was a record year in regard to numbers, and he had to turn people away from the event. Members did comment on a few issues, including cars moving on the field whilst it was open to the public. Mr Snook issued Members with information as to how this could be overcome next year should he get permission to use the field again. This included reducing the time of the event and possibly closing Temple Way.

The Public Realm Team commented that the field was left in a tidy and clean state after the event.

It was **RESOLVED** to approve the use of Millennium Park for the Car Show event on Sunday 16<sup>th</sup> August 2026.

**1314. ITEMS FOR INFORMATION**

**a. Community Financial Report**

Members noted the financial report.

**b. Officer Update**

- (i) Members noted the update from the Community Services Team.
- (ii) Members noted the update from the AO. Members queried if there would be cows on the Nature Park as well as sheep. The AO confirmed that at this time, it would just be sheep.

**c. Manor Park Action Plan**

Members noted the Manor Park action plan and commented that it was a really good action plan. Cllr Wilsmore, a member of the working group, also commented that the working group were happy with this and keen to help.

**1315. PUBLIC OPEN SESSION**

There were no Members of the public.

**1316. 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. The Mount & Dew Pond – for consideration**

It was **RESOLVED** not to issue a statement regarding the land ownership and to delegate to the Town Clerk the wording on the website following legal advice.

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.

Meeting closed at 20.28.

Signed ..... (Chairman)



## FLITWICK TOWN COUNCIL

### Report to Community Services 04.11.2025 Transport Interchange – Planted Areas

#### Background

Central Bedfordshire Council completed the Transport Interchange at Flitwick Train Station at the end of 2022 and the beds were planted out.

Unfortunately, the planted beds have deteriorated over time, and the Town Council are aware of concerns from residents, users of the interchange and Members of the negative general presentation of the area.

The station/transport interchange area is under management and/or ownership of different bodies, including Network Rail (NR), Central Bedfordshire Council (CBC) and Govia Thameslink Railway (GTR). Currently Flitwick Town Council (FTC) have no jurisdiction over these areas.

#### Introduction

The Amenities Officer has coordinated discussions between CBC, NR & GTR to highlight the presentation of the planted and landscaped areas, including dead trees, overgrown areas, litter and weeds, with the offer of utilising the Community Payback team who currently spend time on FTC owned and managed areas.

A site visit took place with all parties and the two main areas discussed were the fenced off area (A) and the transport/bus interchange (B).

A.



B.



Area A is owned and managed by Network Rail and Area B is owned by Central Bedfordshire Council.

Area A has seen some improvements and NR have recently tended site to clear the undergrowth. This will allow the Community Payback team to do regular litter picks here. NR have scheduled tree maintenance for the coming months and a regular maintenance programme for the area. The Station Manager, Network Rails' Customer Account Manager and colleague from the Sponsor Team would like to see this area develop as an area for biodiversity with some future wildflower planting and animal habitats.

Area B is yet to see improvements and following the site visit the Amenities Officer has received the following email correspondence from CBC's Public Transport Manager:

*It was good to meet you at Flitwick Interchange a couple of weeks ago.*

*As we discussed, we are now looking to have some maintenance work done at the interchange, especially with regard to the flower beds and planters, which as we saw have become rather overgrown and uncared for. Our original intention was to use our bus shelter maintenance contractor to do this, but on reflection following the site visit I think some of the work may be a little more*

*specialised than they would be able to manage: in particular some of the trees are clearly dead and will need to be removed and potentially replaced with something more suitable.*

*I am aware that some town councils have grounds maintenance teams, so I was wondering if this is the case at Flitwick and if so whether it might be possible for us to partner with the team to deliver the maintenance work required, making use of their more specialised knowledge? Obviously, we would be looking to cover the costs of the work undertaken.*

The Town Council now need to decide whether this is something we would like to pursue.

### **Additional Information**

The Amenities Officer has had an initial conversation with the Public Realm Supervisor (PRS) to understand whether this is something the team have the capacity to do. The PRS has confirmed the team can do this.

As an initial guide the area would require all 3 officers of the Public Realm Team and the Community Payback Team two full days to prepare the area and a further two full days to re-plant the area.

Ongoing maintenance would be scheduled within the two-week rolling maintenance programme and would be watered with the rest of the beds between April-October (weather dependant) to allow the plants to establish.

Amenities Officer time would include the writing and development of a proposal, to include costings for new plants and maintenance.

### **Options**

1. For Members to instruct Officers to produce a proposal for CBC including re-planting, on-going maintenance and costs for FTC Officers to maintain this area on behalf of CBC.

Subject to the approval of above; Officers to work with CBC to secure a Service Level Agreement (SLA) for 5 years should CBC accept the proposal and associated costs.

2. For Members not to instruct Officers to move forward with a proposal.

Sarah Burgess  
**Amenities Officer**

## Flitwick Town Council Community Committee Financial Summary 25/26

01 April to 31st August 2025

	YTD Income	Income Budget	+/- EMR Mvts	% Budget Achieved		YTD Expenditure	Expenditure Budget	+/- EMR Mvts	% Budget Spent
Community Amenities	£ 36,995	£ 13,300	£ -	278%		£ 33,188	£ 174,750	£ 17,374	9%
Community Activities	£ 48,711	£ 24,177	£ 7,000	230%		£ 84,033	£ 135,128	£ 15,068	51%

**TOLERANCES:** spend against budget

<b>Income</b>	0% to 24%	RED
	25% to 74%	AMBER
	75% to 100%+	GREEN
<b>Expenditure</b>	0% to 74%	GREEN
	75% to 99%	AMBER
	100%	BLACK
	101%+	RED

\*Please note from August 2025 Community Services Committee Reports are split between Community Amenities & Public Realm and Community Activities to mirror operations and organisation management structures.

## Community Services Summary 25/26

		01-31 August 25	
		Income	Expenditure
4001/300, 4002/300, 4014/300	<b>Staff Costs</b>		£ 27,003
4005/300, 4006/300, 4008/300, 4063/300	<b>Vehicle/Truck Costs</b>		£ 910
4064/300, 4103/300	<b>Other Costs</b> (CCTV & Internal Hire)		£ 144
1004/301, 1013/301, 4015/301, 4068/301	<b>Burial Grounds</b> (301)	£ 390	£ 105
1005/302, 4015/302, 4072/302, 4088/302, 4103/302	<b>Allotments</b> (302)	£ 67	£ 566
1014/302, 1177/303, 4013/303, 4015/303, 4078/303, 4084/303, 4085/303, 4110/303, 4128/303, 4132/303, 4137/303, 4140/303, 4700/303, 4702/303	<b>Local Amenities &amp; Tractor Store</b> (303)	£ 888	£ 3,454
1012/305, 4075/305, 4098/305, 4122/305	<b>Play Areas / Millennium Park</b> (305)	£ 170	£ 267
4096/306, 4097/306	<b>Street Lighting</b>		£ 739

2025/26 Year to date							
Income	Budget	+/- EMR Mvts	% Budget Achieved	Expenditure	Budget	+/- EMR Mvts	% Budget Spent
				£ 131,921	£ 407,572		32%
				£ 8,807	£ 17,850		49%
				£ 335	£ 5,300		6%
£ 13,043	£ 6,000	£ -	217%	£ 892	£ 650		137%
£ 587	£ 4,500	£ -	13%	£ 2,108	£ 2,350	£ 1,230	37%
£ 22,876	£ 1,100	£ -	2080%	£ 17,120	£ 29,230	£ 6,150	38%
£ 490	£ 1,700	£ -	29%	£ 11,636	£ 9,300	£ 9,994	18%
				£ 1,932	£ 9,609		20%

## Community Services Narrative

Apr-25	Public Realm Casual Staff	4014/300	Casual Public Realm team member in place to cover staff shortages.
	Allotments Portaloo	4088/302	Spending for Allotment Portaloo directly from Allotments Earmarked Reserve (EMR 324) as per Council Resolution, negating any overspend.
	Public Realm Equipment	4084/303	Spending for supply and fit of Flail (£4,650) from Nature Park Annual Grant Earmarked Reserve (EMR 317) as per Council Resolution, negating any overspend.
May-25	Play Areas Repairs and Maint.	4075/305	Spending for Hinksley Music Park (£9,994) directly from Hinksley Music Park Earmarked Reserve (EMR 323) as per Council Resolution, negating any overspend.
Jun-25	Local Amenities	1177/303	Income from donations from STOP Campaign (£1,199.32)
Jul-25	Burial Grounds Costs	4068/301	Increase spending to be matched to income exceeding budgets (1004/301), negating any overspend.
	Public Realm Costs	4133/303	Section 106 grant funding for Public Realm resurfacing outside Station Road buildings received. To be matched to costs for works paid from 4133/303 when works are completed.
	Nature Park	4702/303	Spend for Draft Management Plan (£750) taken from Nature Park Annual Grant (EMR 317) negating any overspend.
Aug-25	Tractor Store Building Maintenance	4132/303	Essential works for Tractor Store movements completed including Builders Clean (£595) and Skip Hire (£400) in August 25

## Community Activities & Events Summary 25/26

		01-31 August 25	
		Income	Expenditure
1148/310, 1177/310 4003/310, 4005/310, 4008/310, 4012/310, 4071/310, 4102/310, 4103/310, 4619/310	<b>Food Hub</b> <i>(including Van Costs)</i>	£ 140	£ 153
1181/312 4606/312	<b>Cost Of Living (312)</b>	£ -	£ -
1041/311, 4049/311	<b>Youth Activities</b>	£ -	£ -
1035/311, 4013/311, 4015/311, 4016/311, 4082/311, 4128/311, 4132/311, 4134/311, 4138/311, 4140/311, 4151/311	<b>Youth Hub</b>	£ -	£ 562
1177/312 4617/312	<b>Flitwick Heritage (312)</b>	£ -	£ 10,084
1032/312, 1036/312, 1120/312, 1147/312 4103/312, 4554/312, 4558/312, 4613/312, 4614/312, 4625/312	<b>Community Activities (312)</b>	£ -	£ 607
1127/313, 1142/313, 1165/313, 1169/313 4043/313, 4200/313, 4204/313, 4211/313, 4213/313, 4540/313, 4551/313, 4618/313	<b>Community Events (313)</b>	£ 25	£ 606

2025/26 Year to date							
Income	Budget	+/- EMR Mvts	% Budget Achieved	Expenditure	Budget	+/- EMR Mvts	% Budget Spent
£ 18,165	£ 192		9461%	£ 21,853	£ 3,096	£ 3,551	591%
£ -	£ -		n/a	£ 1,262	£ 500	£ 1,100	32%
£ 15,000	£ 15,000		100%	£ 26,125	£ 52,250		50%
£ 315	£ 1,000		32%	£ 5,684	£ 15,786		36%
£ 7,000	£ -	£ 7,000	n/a	£ 10,299	£ -	£ 10,299	n/a
£ 1,001	£ 3,200		31%	£ 2,165	£ 16,030		14%
£ 7,230	£ 4,785		151%	£ 16,656	£ 47,466	£ 118	35%

## Community Activity Narrative

Apr-25	Food Hub Van Costs	4005/310 4008/310 4012/310	Purchase and costs relating to Food Hub Van offset by funding received from TM Charities (1177/310) negating any overspend. Ongoing running costs for the van (fuel etc) are included in revenue budgets for cost centre 310.
	Flitwick Living History	4617/312	Spending for Flitwick Living History Project for costs relating to drop in sessions (£40) and Otter AI Subscription (£78) directly from dedicated Earmarked Reserve (EMR 321) and grant funding.
	Easter Egg Trail	4211/313	Spending on Easter Egg Trail fully grant funded (1142/313) negating any overspend.
May-25	Food Hub FTC Internal Hire	4103/310	No budget set for FTC internal Hire for Food Hub related meetings. To be review for 26/27 budgets
	General Community Fridge Costs	4619/310	Spending for Replacement Display Fridge (£1,250), new trolley (£68) and Whiteboard (£71) from Cost of Living earmarked reserve (EMR 330) negating any overspend
Jun-25	Cost of Living	4606/312	Spending relating to purchase of Freezer for Community Fridge (£1,099.98) from EMR 330 negating any overspend.
Jul-25	Food Hub	4012/310	Spend for EV Charger purchase and installation (£1,279)

**FTC Projects Review 2025-26**

(315)	Central Project Fund	Opening Balance	£	<b>92,164</b>	
315	<b>PLUS 2025/26:</b>	Agreed CPF Precept Funding	£	89,747	(1st instal E44,874 rec'd April & 2nd instal E44,873 received Sep)
800s	<b>LESS:</b>	25/26 Projects Opening Balance	£	186,576	
		<b>LESS Projects Overspend</b>	£	-	
		<b>PLUS Projects Underspend</b>	£	4,665	
(315)	Central Project Fund	<b>TD Funds Available</b>	£	<b>0</b>	Working balance (315) less 2nd precept instal (Oct)=- -E44,874

Accepted Project budget variance at 5%.

Last Updated: **31 August 2025**

**2025-26 Capital Projects Funding**

As at April 25, the Central Project Fund is committed spend to 3 Station Road project.  
All identified capital projects to be considered on a case-by-case basis and funded through the Operations Reserves (EMR 319).

	PROJECT Details					Project Details								24/25 FUNDING Details				Comments		
	Project Code	N/C	Project Description	Committee	Minute Ref	Project Start Date	Whole Project Funds Committed	Previous Year's Project Spend	25/26 Opening Project Balance	GRANT Received	25/26 Project Spend to Date	Overspend Funded by CPF	Underspend Returned to CPF	Project Commitment Remaining YTD		TOTAL Approved Grants/Funding	Prev Yrs Funds Received		25/26 Funds Received	Grants/Funding Budget Remaining
Ongoing Projects	800	4212 110	Proj - Nature Park	Community	Del. Auth	Apr-21	£ 3,000	£ 13,490	£ -	£ -	£ -			£ -	0%	£ 283,385	£ 10,490	£ -	£ 272,895	S106 remaining: Phase 1 £7,106.89, Phase 2 £274,728 & Plans £1,550 (CBC to be invoiced for S106 once works completed). Sl 7/9/22. Planning Consultant RCF approved July 23. <b>Jan 25</b> : CPF Fund & 24/25 Grant Instal complete. Outstanding approved grant fund (£272,895) not yet claimed. No further CPF spend committed. £10,490 received on FTC8584 June 2024.
	801	4819 110	Proj - Flitwick Town Sq Defib	Community	5213d	Feb-22	£ 1,770	£ 1,048	£ 722	£ -	£ -			£ 722	41%					Defib Purchased and installed March 2024. Further costs anticipated due to possible relocation fees.
	802	4823 110	Proj - Heritage Website	Corporate	753a 5252a)l	Jun-23	£ 3,800	£ -	£ 3,800	£ -	£ 1,580			£ 2,220	58%					
	803	4837 110	Proj - Rural Match Fund Benches	Community	5226e	Mar-22	£ 2,000	£ -	£ 2,000	£ -	£ -			£ 2,000	100%					Resolution made at Council March 2022 confirmed March 2023 to be match funded by CBC - amount TBC
	808	4853 110	Proj - Nature Park Planning	Community	5622c	Apr-24	£ 23,673	£ 21,859	£ 1,814	£ -	£ 1,650			£ 164	1%					
	814	4859 110	Proj - Skate Park Extension	Community	5681g)ii	Jul-24	£ 9,600	£ 9,600	£ 36,100	£ -	£ 36,100			£ -	0%	£ 64,900	£ 64,900	£ -	£ -	£38,400 match funding from CBC UKSPF Community Grant £26,500 from CBC S106 Funding <b>PROJECT COMPLETED &amp; CLOSED - June 25</b>
NEW Projects: 2025/26	106		3 Station Road Project	FTC			£ 137,476		£ 142,140											Please refer to full project schedule for details
			Historic Project Refund									£ 4,665								Refund from UKPN (Chq rec'd, paying in reference 201765) for historic project dated 25/10/2022 in relation to feeder pillar installation credited to CPF.
	817	4862 110	Proj - Public Realm Improvements	Community	Del Auth	Jul-25	£ -		£ -	£ 66,060	£ 3,758			£ 62,302	0%	£ 54,060	£ 12,000	£ 66,060	£ 66,060	Refurbishment works to Tractor Store and Play Areas (Fir Tree Close Park & Station Rd Park) funded by: £54,059.80 CBC S106 invoice FTC9193 £12,000 Ops Reserves EMR transfer (Journal 4263).

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2025

Month No: 5

Committee Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>COMMUNITY &amp; Amenities</u></b>								
<b><u>300 CORE SERVICES</u></b>								
4001 Salaries & Wages	26,569	128,548	406,942	278,394		278,394	31.6%	
4002 Uniform	0	208	600	392		392	34.6%	
4005 Vehicle/Trucks Maintenance	0	426	750	324		324	56.8%	
4006 Fuel	178	1,498	5,000	3,502		3,502	30.0%	
4008 Vehicle/Trucks Insurance	0	3,221	3,200	(21)		(21)	100.7%	
4014 CASUAL STAFF Wages	434	3,165	0	(3,165)		(3,165)	0.0%	
4063 Vehicle/Truck Lease Repayments	732	3,662	8,900	5,238		5,238	41.1%	
4064 Town Centre CCTV	59	59	2,800	2,741		2,741	2.1%	
4103 FTC Internal Hire	85	276	2,500	2,225		2,225	11.0%	
CORE SERVICES :- Indirect Expenditure	<b>28,057</b>	<b>141,062</b>	<b>430,692</b>	<b>289,630</b>	<b>0</b>	<b>289,630</b>	<b>32.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(28,057)</b>	<b>(141,062)</b>	<b>(430,692)</b>	<b>(289,630)</b>				
<b><u>301 BURIAL GROUNDS</u></b>								
1004 Burial Grounds Income	390	13,043	5,000	(8,043)			260.9%	
1013 CBC-Closed Burial Ground	0	0	1,000	1,000			0.0%	
BURIAL GROUNDS :- Income	<b>390</b>	<b>13,043</b>	<b>6,000</b>	<b>(7,043)</b>			<b>217.4%</b>	<b>0</b>
4015 Utility - Water	0	32	150	118		118	21.6%	
4068 Burial Ground	105	860	500	(360)		(360)	172.0%	
BURIAL GROUNDS :- Indirect Expenditure	<b>105</b>	<b>892</b>	<b>650</b>	<b>(242)</b>	<b>0</b>	<b>(242)</b>	<b>137.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>285</b>	<b>12,150</b>	<b>5,350</b>	<b>(6,800)</b>				
<b><u>302 ALLOTMENTS</u></b>								
1005 Allotment Rents	67	587	4,500	3,914			13.0%	
ALLOTMENTS :- Income	<b>67</b>	<b>587</b>	<b>4,500</b>	<b>3,914</b>			<b>13.0%</b>	<b>0</b>
4015 Utility - Water	273	384	500	116		116	76.8%	
4072 Allotments Maintenance	0	393	1,500	1,107		1,107	26.2%	
4088 Portaloo Hire	275	1,230	0	(1,230)		(1,230)	0.0%	1,230
4103 FTC Internal Hire	18	101	350	249		249	28.8%	
ALLOTMENTS :- Indirect Expenditure	<b>566</b>	<b>2,108</b>	<b>2,350</b>	<b>242</b>	<b>0</b>	<b>242</b>	<b>89.7%</b>	<b>1,230</b>
<b>Net Income over Expenditure</b>	<b>(499)</b>	<b>(1,522)</b>	<b>2,150</b>	<b>3,672</b>				
6000 plus Transfer from EMR	275	1,230	0	(1,230)				
<b>Movement to/(from) Gen Reserve</b>	<b>(224)</b>	<b>(292)</b>	<b>2,150</b>	<b>2,442</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2025

Month No: 5

Committee Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>303 LOCAL AMENITIES/TRACTOR STORE</b>								
1014 Phone Mast (Station Rd)	0	4,500	1,100	(3,400)			409.1%	
1070 Manor Park (Rural Paymt Agent)	888	888	0	(888)			0.0%	
1177 Grants & Donations Received	0	17,487	0	(17,487)			0.0%	
<b>LOCAL AMENITIES/TRACTOR STORE :- Income</b>	<b>888</b>	<b>22,876</b>	<b>1,100</b>	<b>(21,776)</b>			<b>2079.6%</b>	<b>0</b>
4013 Utility - Electric	107	323	1,000	677		677	32.3%	
4015 Utility - Water	0	0	1,000	1,000		1,000	0.0%	
4078 Planting/Weeding	0	805	1,500	695		695	53.7%	
4084 Plant/Equip -PURCHASE	465	6,013	2,000	(4,013)		(4,013)	300.7%	4,650
4085 Plant/Equip- MAINTENANCE	567	1,123	2,500	1,377		1,377	44.9%	
4110 Tree Maintenance	0	1,240	4,000	2,760		2,760	31.0%	
4128 Waste Disposal	0	1,645	7,000	5,355		5,355	23.5%	
4132 Building Maintenance	1,019	1,019	1,000	(19)		(19)	101.9%	
4137 Water Dispenser Maintenance	0	0	300	300		300	0.0%	
4140 Maintenance Contracts	0	870	1,430	560		560	60.8%	
4700 FLITWICK MANOR PARK	524	2,560	7,000	4,440		4,440	36.6%	
4702 Flitwick Nature Park	773	1,523	500	(1,023)		(1,023)	304.6%	1,500
<b>LOCAL AMENITIES/TRACTOR STORE :- Indirect Expenditure</b>	<b>3,454</b>	<b>17,120</b>	<b>29,230</b>	<b>12,110</b>	<b>0</b>	<b>12,110</b>	<b>58.6%</b>	<b>6,150</b>
<b>Net Income over Expenditure</b>	<b>(2,565)</b>	<b>5,756</b>	<b>(28,130)</b>	<b>(33,886)</b>				
6000 plus Transfer from EMR	750	6,150	0	(6,150)				
<b>Movement to/(from) Gen Reserve</b>	<b>(1,815)</b>	<b>11,906</b>	<b>(28,130)</b>	<b>(40,036)</b>				
<b>305 PLAY AREAS</b>								
1012 Millennium Park Hire	170	490	1,700	1,210			28.8%	
<b>PLAY AREAS :- Income</b>	<b>170</b>	<b>490</b>	<b>1,700</b>	<b>1,210</b>			<b>28.8%</b>	<b>0</b>
4075 Play Areas Repairs & Maint.	205	10,968	8,000	(2,968)		(2,968)	137.1%	9,994
4098 Skate Park Lighting	28	90	650	560		560	13.8%	
4122 Changing Rooms - Hinksley Rd	34	578	650	72		72	89.0%	
<b>PLAY AREAS :- Indirect Expenditure</b>	<b>267</b>	<b>11,636</b>	<b>9,300</b>	<b>(2,336)</b>	<b>0</b>	<b>(2,336)</b>	<b>125.1%</b>	<b>9,994</b>
<b>Net Income over Expenditure</b>	<b>(97)</b>	<b>(11,146)</b>	<b>(7,600)</b>	<b>3,546</b>				
6000 plus Transfer from EMR	0	9,994	0	(9,994)				
<b>Movement to/(from) Gen Reserve</b>	<b>(97)</b>	<b>(1,152)</b>	<b>(7,600)</b>	<b>(6,448)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2025

Month No: 5

Committee Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>306 STREET LIGHTING</b>								
4096 Electricity - Street Lights	739	1,932	7,609	5,677		5,677	25.4%	
4097 Street Lighting Maintenance	0	0	2,000	2,000		2,000	0.0%	
<b>STREET LIGHTING :- Indirect Expenditure</b>	<b>739</b>	<b>1,932</b>	<b>9,609</b>	<b>7,677</b>	<b>0</b>	<b>7,677</b>	<b>20.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(739)</b>	<b>(1,932)</b>	<b>(9,609)</b>	<b>(7,677)</b>				
<b>COMMUNITY &amp; Amenities :- Income</b>	<b>1,516</b>	<b>36,995</b>	<b>13,300</b>	<b>(23,695)</b>			<b>278.2%</b>	
Expenditure	33,188	174,750	481,831	307,081	0	307,081	36.3%	
<b>Net Income over Expenditure</b>	<b>(31,672)</b>	<b>(137,755)</b>	<b>(468,531)</b>	<b>(330,776)</b>				
plus Transfer from EMR	1,025	17,374	0	(17,374)				
<b>Movement to/(from) Gen Reserve</b>	<b>(30,647)</b>	<b>(120,381)</b>	<b>(468,531)</b>	<b>(348,150)</b>				
<b>Grand Totals:- Income</b>	<b>1,516</b>	<b>36,995</b>	<b>13,300</b>	<b>(23,695)</b>			<b>278.2%</b>	
Expenditure	33,188	174,750	481,831	307,081	0	307,081	36.3%	
<b>Net Income over Expenditure</b>	<b>(31,672)</b>	<b>(137,755)</b>	<b>(468,531)</b>	<b>(330,776)</b>				
plus Transfer from EMR	1,025	17,374	0	(17,374)				
<b>Movement to/(from) Gen Reserve</b>	<b>(30,647)</b>	<b>(120,381)</b>	<b>(468,531)</b>	<b>(348,150)</b>				

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>COMMUNITY Activities</u></b>								
<b><u>310 FOOD HUB</u></b>								
1148 Comm Fridge Deliveries	140	160	192	32			83.3%	
1177 Grants & Donations Received	0	18,005	0	(18,005)			0.0%	
FOOD HUB :- Income	140	18,165	192	(17,973)			9460.9%	0
4003 Travel Costs	0	184	1,200	1,016		1,016	15.4%	
4005 Vehicle/Trucks Maintenance	0	345	0	(345)		(345)	0.0%	
4008 Vehicle/Trucks Insurance	0	1,463	0	(1,463)		(1,463)	0.0%	1,463
4012 Vehicle/Trucks PURCHASE	0	16,945	0	(16,945)		(16,945)	0.0%	
4071 FUEL - Community Fridge	0	0	400	400		400	0.0%	
4102 FTC Internal Rent	108	540	1,296	756		756	41.7%	
4103 FTC Internal Hire	0	61	0	(61)		(61)	0.0%	
4128 Waste Disposal	28	28	0	(28)		(28)	0.0%	
4619 General Community Fridge Costs	17	2,287	200	(2,087)		(2,087)	1143.3%	2,088
FOOD HUB :- Indirect Expenditure	153	21,853	3,096	(18,757)	0	(18,757)	705.9%	3,551
Net Income over Expenditure	(13)	(3,688)	(2,904)	784				
6000 plus Transfer from EMR	17	3,551	0	(3,551)				
Movement to/(from) Gen Reserve	4	(137)	(2,904)	(2,767)				
<b><u>311 THE HUB &amp; YOUTH ACTIVITIES</u></b>								
1035 Youth Hub Hire	0	315	1,000	685			31.5%	
1041 Youth Activities	0	15,000	15,000	0			100.0%	
THE HUB & YOUTH ACTIVITIES :- Income	0	15,315	16,000	685			95.7%	0
4013 Utility - Electric	90	459	1,173	714		714	39.1%	
4015 Utility - Water	0	109	4,500	4,391		4,391	2.4%	
4016 Business Rates	0	1,921	2,113	192		192	90.9%	
4049 Youth Provision	0	26,125	52,250	26,125		26,125	50.0%	
4082 Youth Hub CCTV	0	0	1,000	1,000		1,000	0.0%	
4128 Waste Disposal	28	152	400	248		248	38.0%	
4132 Building Maintenance	270	345	1,500	1,155		1,155	23.0%	
4134 Cleaning Costs	96	660	1,850	1,190		1,190	35.7%	
4138 Equipment	0	25	500	475		475	5.0%	
4140 Maintenance Contracts	0	1,592	2,200	608		608	72.4%	
4151 Broadband Costs	78	421	550	129		129	76.5%	
THE HUB & YOUTH ACTIVITIES :- Indirect Expenditure	562	31,809	68,036	36,227	0	36,227	46.8%	0
Net Income over Expenditure	(562)	(16,494)	(52,036)	(35,542)				

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>312 COMMUNITY ACTIVITIES</b>								
1120 Keep Fit / Dance Fitness	0	1,001	3,200	2,199			31.3%	
1177 Grants & Donations Received	0	7,000	0	(7,000)			0.0%	7,000
COMMUNITY ACTIVITIES :- Income	0	8,001	3,200	(4,801)			250.0%	7,000
4103 FTC Internal Hire	595	1,714	11,500	9,786		9,786	14.9%	
4554 Stitches	0	0	200	200		200	0.0%	
4558 Keep Fit / Dance Fitness	0	350	1,850	1,500		1,500	18.9%	
4606 Cost of Living Initiative	0	1,262	500	(762)		(762)	252.4%	1,100
4613 Recycle / Reuse	0	0	130	130		130	0.0%	
4614 Proud AF Initiative	0	30	1,500	1,470		1,470	2.0%	
4617 Flitwick Living History	10,084	10,299	0	(10,299)		(10,299)	0.0%	10,299
4625 Forget Me Not Group	12	60	850	790		790	7.1%	
COMMUNITY ACTIVITIES :- Indirect Expenditure	10,691	13,715	16,530	2,815	0	2,815	83.0%	11,399
Net Income over Expenditure	(10,691)	(5,714)	(13,330)	(7,616)				
6000 plus Transfer from EMR	10,084	11,399	0	(11,399)				
6001 less Transfer to EMR	0	7,000	0	(7,000)				
Movement to/(from) Gen Reserve	(607)	(1,315)	(13,330)	(12,015)				
<b>313 COMMUNITY EVENTS</b>								
1127 Flitwick Fun Day	0	6,855	4,500	(2,355)			152.3%	
1142 Easter Egg Trail	0	350	0	(350)			0.0%	
1165 Christmas Lights EVENT	25	25	285	260			8.8%	
COMMUNITY EVENTS :- Income	25	7,230	4,785	(2,445)			151.1%	0
4043 Remembrance Event	261	324	890	566		566	36.4%	
4200 Christmas Lights Installation	0	0	20,475	20,475		20,475	0.0%	
4204 Flitwick TownSq Chrismas Tree	0	0	1,500	1,500		1,500	0.0%	
4211 Easter Egg Trail	0	350	0	(350)		(350)	0.0%	
4213 Summer Programme	124	1,515	1,400	(115)		(115)	108.2%	118
4540 Christmas Lights EVENT	221	221	5,201	4,980		4,980	4.2%	
4551 Flitwick Fun Day	0	14,147	16,000	1,853		1,853	88.4%	
4618 COMMUNITY Events Expense	0	99	2,000	1,901		1,901	5.0%	
COMMUNITY EVENTS :- Indirect Expenditure	606	16,656	47,466	30,810	0	30,810	35.1%	118
Net Income over Expenditure	(581)	(9,426)	(42,681)	(33,255)				
6000 plus Transfer from EMR	118	118	0	(118)				
Movement to/(from) Gen Reserve	(463)	(9,308)	(42,681)	(33,373)				
COMMUNITY Activities :- Income	165	48,711	24,177	(24,534)			201.5%	
Expenditure	12,013	84,033	135,128	51,095	0	51,095	62.2%	
Net Income over Expenditure	(11,848)	(35,322)	(110,951)	(75,629)				
plus Transfer from EMR	10,219	15,068	0	(15,068)				

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2025

Month No: 5

Committee Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
less Transfer to EMR	0	7,000	0	(7,000)				
Movement to/(from) Gen Reserve	<u>(1,629)</u>	<u>(27,254)</u>	<u>(110,951)</u>	<u>(83,697)</u>				
Grand Totals:- Income	165	48,711	24,177	(24,534)			201.5%	
Expenditure	12,013	84,033	135,128	51,095	0	51,095	62.2%	
Net Income over Expenditure	<u>(11,848)</u>	<u>(35,322)</u>	<u>(110,951)</u>	<u>(75,629)</u>				
plus Transfer from EMR	10,219	15,068	0	(15,068)				
less Transfer to EMR	0	7,000	0	(7,000)				
Movement to/(from) Gen Reserve	<u>(1,629)</u>	<u>(27,254)</u>	<u>(110,951)</u>	<u>(83,697)</u>				



## Flitwick Town Council

### Community Services Committee – 4<sup>th</sup> November 2025 Officer Update – Amenities

#### 1. **Manor Park**

Wildflower areas have been prepped ready for seeding and the team are introducing 3 new areas. Children from Woodland Academy will be joining us on 6<sup>th</sup> November to help sow these seeds. It is hoped that we can get some children from the lower schools to take part in some activities at Manor Park too in the near future.

The benches funded by surplus from the Stop Campaign are now in situ in the park and being enjoyed by many.

Regular volunteer mornings for the Manor Park Working Group are set for the first Thursday of the month with the next one taking place on Thursday this week (6<sup>th</sup> November). The next meeting of the Manor Park Working Group is 10am on 18<sup>th</sup> November.

#### 2. **Nature Park**

The Nature Park planning application is still with CBC and their legal team. Leader, Cllr Andy Snape, has now sent an email to CBC to get this pushed through.

Redborne Upper School has approached FTC to ask to use the Nature Park for the purpose of a grant funded monitoring project answering the question 'How much carbon is sequestered by a new woodland plantation?' The school have now come back to inform that their project bid has been successful.

*Please see appendix document, for summary of the project that has successfully been awarded Royal Society Funding, provided by Redborne Upper School.*

This partnership working will strengthen community cohesion, aid achievement of objectives within the management plan and provide the Town Council with valuable data.

#### 3. **Allotments**

The allotment AGM was held on 14<sup>th</sup> October with 15 plot holders in attendance several items were discussed including rubbish disposal, toilets facilities and untidy plot process. The Amenities Officer will work with the Allotment Working Group to address these issues over the coming months.

A few maintenance issues were raised and these will be tended to over the winter months by the Public Realm Team.

#### 4. **Play areas**

The annual inspections are due to be completed in the coming weeks. Officers will work through this report to get the parks up to a proportionate level of safety. A Life Expectancy report has also been requested and the forward plan for play areas will be updated to include this information and circulated to Members at a future meeting.

New 'MattaPlay' safety surfacing will replace the existing wetpour at Station Road and Fir Tree

Close play areas. This will be installed before the end of the year and costs for this have been covered by S106 monies.

## **5. Millennium Park**

The Skatepark landscaping and finishing still remains an issue, Officers have obtained initial quotations from three landscaping companies whilst we wait for a site meeting with the installers, Gravity Engineering.

After another successful Circus booking, John Lawson's Circus have booked to come back again next year. Also booked for next year are the Funfair, Flitwick 10K and EatFeast for 3 dates over the summer.

## **6. Public Realm**

The Public Realm team are busy preparing for Winter and some of the tasks on the list are:

- Maintenance at the allotments including repairs to tap posts
- Preparation of flower beds ready for Spring planting
- Play area repairs and maintenance
- Tree and hedge work at various sites
- Various tasks at Manor Park

The team are looking forward to having an apprentice on board and after interviews we hope to have somebody in position to start in January 2026.

## APPENDIX – Nature Park – Redborne Partnership

### Royal Society Partnership Grant Award 2025

#### Redborne School Ampthill

#### How much carbon can a new woodland sequester?

**Project Leader:** Ms Clare Blindell, Redborne School, Ampthill.

**STEM Partner and Organisation:** Professor Paul Burgess, Centre for Soil, Agrifood and Biosciences, Cranfield University.

**Associate Partner:** Professor Joseph Morris, Emeritus Professor, Cranfield University, Redborne School Governor.

#### Project Summary

The project aims to answer the question: *how much carbon can a new woodland sequester?* Using a newly established Local Authority woodland site adjacent to Redborne School, the students will measure and record tree properties and biomass, take biomass samples, and assess carbon content in laboratory conditions using oven- based drying methods, supported by statistical analysis. The students will integrate their results with existing woodland carbon calculator and modelling methods to predict tree growth and carbon sequestration now and over future woodland life, being aware of the uncertainties involved. They will explore the policy implications of their work with respect to the Government’s Net Zero ambitions and carbon prices. The students will present their findings to local councillors, residents, and other organisations. The project will provide a basis for future monitoring of carbon sequestration by students on the site.

The Project will acquire equipment for tree measurement, sampling, and oven drying, using the school’s laboratory facilities.

#### Project Elements and Student Activities

The Project involves collaboration between Redborne School and Cranfield University through the named STEM partner.

The Project will begin in January 2026 and run for one year. The Grant Award is £3,000 for the purchase of equipment by the School, and minor consumable items.

Project Element	Supervised Student Activities
Background research and discussion	Working in small teams, students will undertake selected (appropriate level) web-based search of the science, policy and practice context, namely: Global Climate Change, UK Govt Net Zero ambitions, the role of Woodland/Forestry in GHG and the Woodland Carbon Code and Carbon Pricing.
Investigation : Site measurement and data collection	Plan and carry out site survey visit to assess woodland plantation and tree properties, including species, planting densities age, survival rates, tree girth and height, cover, tree litter. Collect other site data: weather soils, elevations Photographic evidence. Produce digital interactive map of site and woodland properties, using open access GIS software and Google Earth imagery Design of sampling methods. Extraction of biomass samples, wood, foliage and tree litter. Auger soil samples Sampling management.
Investigation: Laboratory	Oven drying to determine biomass properties of wood, foliage and litter products. Statistical analysis of biomass

processing and measurement	data. Soil analysis, type, bulk densities, and carbon content estimation
Observation and learning: Advanced laboratory methods	Student visit to Cranfield university to observe and discuss elemental carbon analysis using advanced laboratory methods, applied to biomass and soil samples (using site samples)
Data processing and computation and interpretation	Estimation of carbon sequestration, for observed woodland properties, using standard estimates of carbon: biomass relations according to observed plantation properties. Prediction of future carbon sequestration from the woodland using standard woodland growth calculations (spreadsheets), and possible effect of factors such as climate change, disease, and survival.
Policy relevance	Interpretation of results in terms of carbon offsetting, and potential carbon values using Govt carbon price estimates and market standard Government estimates of carbon price contribution of woodland to climate change mitigation, and estimates of the
Project presentation	Presentation of the Findings and Conclusions in a slide pack and poster to interested parties, including local Councillors, the Marston Vale Community Forest, and within the Redborne School community including the school website

### Sharing and Legacy

The results of the project will be shared with Flitwick Town Council, the woodland site owners, The Marston Vale Community Forest that provides support to local woodland development, and a number of interested local public and private land-owners. Through our STEM partner the project will be promoted as an example of young researcher engagement with the Woodland Forum and the Woodland Trust. It is anticipated that the Royal Society could use this young scientist-led project to show how, in an accessible way, science can underpin both policy and practice on a topic that has local resonance.

The project will be linked with and promoted as part of Redborne School's Eco-school Framework, and submitted as part of the ongoing programme of activities undertaken by the school. As such the project will be promoted within the School and in wider the Eco-school community, as an exemplar of the RS partnership programme. The project will provide a learning experience on managing a research-oriented project within the School, bringing together different parts of the curriculum. It will help to broaden the appeal of the Eco Group and its activities in the School, facilitating participation across the ages and ability groups. The project lends itself to continued monitoring of the woodland site, supporting future student activity and learning.

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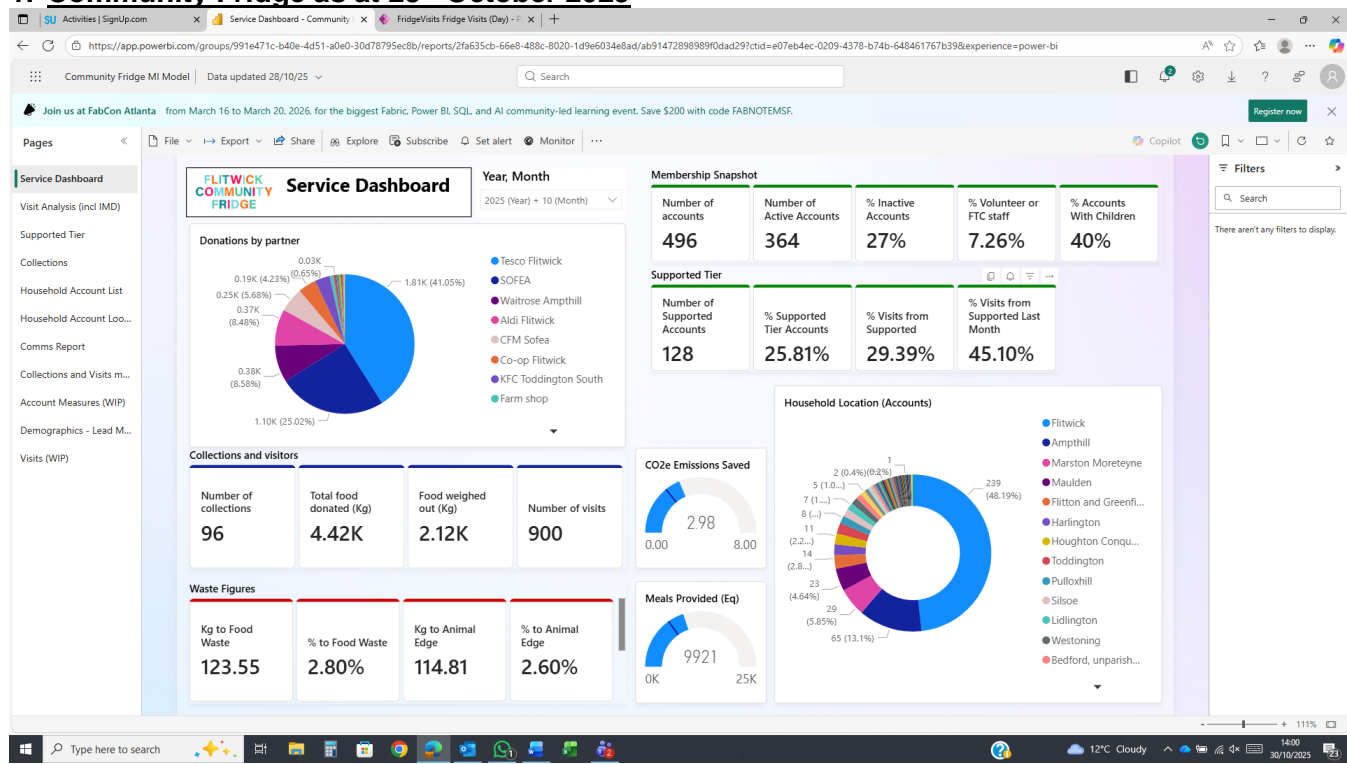


# Flitwick Town Council

Community Services Committee – 4<sup>th</sup> November 2025

## Officers Update

### 1. Community Fridge as at 28<sup>th</sup> October 2025



### 2. Fridge Update

The Supported Tier session on a Wednesday morning has been well attended with an average of 35 people attending. The most popular items at these sessions are toiletries; cereals; pasta and soups. Over the past 2 weeks we have had Halloween costumes for children and clothes donated by Tesco. Feedback from these sessions:

- *It really helps me, I can't work and waiting an operation, the clothes have helped me too*
- *It's fantastic that Tesco helps like this*
- *It's been a life line for me*
- *It's welcoming I can get fresh veg for my kids*
- *I come on Wednesday and the Friday night sessions*

Through the CRM, (Customer Relationship Management) we have seen a dip in people attending who are not on the supported tier, they are not coming every day, this may be due to the £1.00 donation being asked for.

Securing supplies of fresh fruit and veg has become an issue over the past month with a dip in donations from both Tesco and Waitrose. This is often the case as we move into the colder months but has started earlier this year. We have joined the Community Food Network at SOFEA, we will continue to collect from their surplus project Fareshare Go, but by joining the

network we will be able to access 100kg a week of designated fruit, veg, chilled and frozen items. The Town Mayor's Charity is allocating the funds for this membership.

Considering all these factors we have decided to stop the 3.30- 4.30 session on weekdays. This session has few visitors and will allow us to manage stock more effectively.

### **3. HUBBUB Grant**

We have secured a further £5000 from HUBBUB, enabling us to purchase 2 I pads for the Fridge running the CRM (Customer Relationship Management) system more efficiently. The funding can be used for the promotion and marketing of the Fridge; wrapping the van and producing a video promoting the Fridge that can be used to demonstrate its impact.

### **4. Partnerships**

- NCT are donating nappies and children's toys to fridge.
- Meeting with CrossFit Amptill, their members would like to support the fridge over Christmas with donations of selection boxes or children's gifts.
- Citizens Advice are joining the supported sessions twice a month to offer advice. The sessions are open to all residents

### **5. Pumpkin Carving**

250 pumpkins were donated by Tesco and 92 children and 57 parents attended the 3 hours session at the HUB on Tuesday 28<sup>th</sup>.

### **6. Household Support Fund Grant**

Flitwick Town Council Awarded £30,000 from the Household Support Fund.

Flitwick Town Council is pleased to announce that it has been awarded £30,000 from the Household Support Fund (HSF) to help support residents most in need throughout the winter period.

The Household Support Fund is a UK Government initiative, administered locally by Central Bedfordshire Council, which provides financial assistance to vulnerable households struggling with raising costs of living. The fund helps cover essential costs such as food, clothing and household items, and can be accessed direct payment, supermarket vouchers and local support services.

A portion of the funding awarded to Flitwick will go straight to supermarket vouchers, with the remainder supporting a range of local initiatives. Delivery will be through the Community fridge, where we will prioritise those on the supported tier of membership, providing additional food, clothing and household essentials, as well as cooking advice, guidance, and support from local community groups.

We will also use this as a platform to reach more residents in need across Flitwick, ensuring the funding makes the greatest possible impact. A detailed delivery plan is currently being developed to coordinates this support through the winter months.

### **7. Flitwick Living History Town Trail Application**

Black Sheep Collective have completed the sessions in school, they worked with 47 children. They will be going in for 2 more sessions to complete the children's arts award and to involve them in the curation of the exhibition. They have used the resources from Bedfordshire Archives and visited shops around the Town who have been welcoming and enthusiastic about the project. The children's has been passed over to the graphic designer who went into the school to explain her role in the project

Each child will receive a framed version of their map that will feature in the exhibition. Planning is underway for the exhibition to be up in the Rufus Centre provisional first week in February<sub>2</sub>

and all the children, parents, shops will be invited to the launch. The children will receive their Arts Award certificates at the celebration.

**Feedback from the school:** *Can you please pass on a huge thank you to Georgia and Alice for the time that they have spent in school. Our children have loved the sessions and have got more from them than we could have hoped for. They were fantastic with the children and were always willing to accommodate our ever changing timetable.*

*Please feed it back to the funders as I think it is important for them to hear how much of an impact that project has had, especially on the children that, for many different reasons, would not normally be exposed to something like this.*

*We are all excited to see the finished product and we are looking forward to Georgia coming back in for one last session. If any other community projects come up in the future then we would be more than happy to take part.*



## 8. Flitwick Living History

A meeting with the Scouts and Guides is scheduled for 5<sup>th</sup> November to support them to develop their own projects as part of the FLH project.

## 9. Summer Programme

The summer programme was reduced this year due to staffing levels. The most popular sessions were the Circus Skills with 88 children attending the first day. Final numbers are being entered onto the system.

## 10. Youth Provision Extension

The extension to end of August 2026 was approved at full council on 21<sup>st</sup> October.

Since April 2023 Flitwick Town Council has commissioned Dan Gaze Support Services to provide a mix of mentoring, HUB sessions and holiday activities for local young people. The current contract runs until 31 March 2026 with an annual value of £52,250.

Provision includes:

- **In-school mentoring:** four hours per week (term time) across Woodlands Middle School Academy and Redborne Upper School, comprising one-to-one and small group sessions. Currently 2 pupils receive 1:1 mentoring and 28 attend group 1 hour group football session at Woodlands school.
- **HUB sessions:** Monday (Years 5–6) and Tuesday (Years 7–11) 4:00–6:30 pm (term time). The Young Programme has 185 young people registered in Years 5–6 and 137 young people Years 7–11). Average attendance 8 – 15+ young people per session.
- **Holiday/half-term provision:** Monday 10:00–4:00 with 'pop-up' sports sessions (average 20–30 young people per session).

Feedback from young people, parents and schools indicates the service helps improve confidence, social skills and wellbeing, and offers a safe space to build positive relationships. Attendance and engagement have remained high.

Approval has been granted to extend the contract with Dan Gaze Support Services for the delivery of mentoring, HUB sessions, and holiday activities for young people in Flitwick for a further five months (1 April – 31 August 2026) at a cost of £17,081, funded from the existing youth services budget.

The extension ensures continuity of provision while the Council finalises its new Youth Provision Strategy and delivery plan, preventing disruption to current services and maintaining engagement with young people, schools, and community partners.

A full procurement process will be undertaken once the new strategy is approved, with social value measures incorporated into future delivery arrangements.

#### **11. Remembrance**

The service will be held on 9<sup>th</sup> November at the Cenotaph. Councillors wishing to take part in the parade should be at the RBL Hall at 2pm.

#### **12. Christmas Lights**

We have a mixture of food and community stalls for the event. The child that won the competition to switch on the lights last year (cancelled event) has been invited to push the button to switch on the lights. We will have walkabout artists: stilt walker; elves and Father Christmas. Templefield Choir will be performing. We do need volunteers to help set up and breakdown the event