



FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 21/10/2025 – 476

16th October 2025

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the **Council Meeting of Flitwick Town Council** that will take place on **Tuesday 21st October 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

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. **TOWN MAYOR'S ANNOUNCEMENTS**

To receive announcements from the Town Mayor.

4. **Leader Update**

To receive an update from the Leader of the council.

5. **REPORTS FROM WARD MEMBERS**

To receive reports from Central Bedfordshire Council ward members.

6. **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.

https://teams.microsoft.com/join/19%3ameeting_OTJjODkwOWYtNjZiOS00MmFiLWJiZjEtMTkwNjY4N2VmZWY4%40thread.v2/0?context=%7b%22id%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.**

7. **INVITED SPEAKER**

No invited speaker.

8. **MEMBERS QUESTIONS**

To receive questions from Members.

9. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 16th September 2025**, this meeting was held at the Rufus Centre.
- b. For Members to receive and consider the resolutions and recommendations of the Extra Ordinary Town Council meeting, held on **Wednesday 24th September 2025**, this meeting was held at The Rufus Centre.

10. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on **Tuesday 16th September 2025 and Wednesday 24th September 2025.**
- b. Members to receive any updates from Officers.

11. **OUTSIDE BODIES**

To receive reports from representatives on outside bodies.

12. **ITEMS FOR CONSIDERATION**

- a. **Flag Flying Policy**

Members are asked to review and adopt the Flag Flying Policy.

b. [Consultation : Defining the High Street Areas for High Street Rental Auctions \(HSRAs\)](#)

Members considered this consultation at the September Council meeting but requested an explanation of the maps associated for Flitwick. Please see the response from CBC:

The areas currently being used in the consultation are the town centre zones identified in the Local Plan. These are intended as a starting point only.

If your members believe other areas should be considered, they are encouraged to highlight these in their responses, along with a brief explanation of why they feel those areas are suitable. This kind of feedback is exactly what we're looking for, as it will help inform any amendments to the proposed areas.

Under the legislation, High Street Rental Auctions can only be applied to areas that are:

- *Important to the local economy, and*
- *Have a concentration of high-street uses.*

High-street uses include:

- *Retail shops*
- *Offices*
- *Services to the public (e.g., hairdressers, banks)*
- *Restaurants, cafés, bars*
- *Public entertainment or recreation venues*
- *Community halls or meeting places*
- *Light manufacturing or industrial processes compatible with other high street uses*

If your members feel that the areas or units they've identified meet these criteria, they should absolutely put them forward as suggested additions or amendments.

Members are asked to consider responding to the Central Bedfordshire Council consultation to define high street areas for rental auction powers.

c. Finance

i) External Audit - Year End 31st March 2025

For Members to receive and approve the Audited AGAR, year-end 31st March 2025 and consider the External Auditor's Report.

ii) Internal Audit (1st Interim)

For Members to receive and consider the first Interim Internal Audit Report for 2025-26.

d. Central Bedfordshire Council - Designating Local Green Spaces

Members are asked to consider discussing any possible land that could be designated as Local Green Spaces in the new Local Plan.

The deadline for responses is 28th November 2025.

e. **Corporate Risk Register**

Members are asked to review and adopt the Corporate Risk Register.

13. **ITEMS FOR INFORMATION**

a. **Finance Reports**

Members are asked to note the following finance reports:

- i) Balance Sheet
- ii) Projects Fund

b. **Planning**

Members to note FTC Planning decisions and the Central Bedfordshire Planning decisions.

14. **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**.

15. **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. **Confidential Report – to note**
- b. **Youth Contract – to note**
- c. **Village Hall – for consideration**

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.