



## FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 16/12/2025 – 478

11<sup>th</sup> December 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 16<sup>th</sup> December 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

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\\_Y2Q2MmJjMjEtMmMyNy00ZGUyLWJmYjQtMDFmMTlwZTNjMWM5%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/join/19%3ameeting_Y2Q2MmJjMjEtMmMyNy00ZGUyLWJmYjQtMDFmMTlwZTNjMWM5%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**.

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 18th November 2025**, this meeting was held at the Rufus Centre.
- b. For Members to receive and consider the resolutions and recommendations of the Finance & General Purposes Committee meeting, held on **Tuesday 17th November 2025**, this meeting was held at the Rufus Centre.
- c. For Members to receive and consider the resolutions and recommendations of the Community Services Committee meeting, held on **Tuesday 2<sup>nd</sup> December 2025**, this meeting was held at The Rufus Centre.
- d. For Members to receive and consider the resolutions and recommendations of the Business Improvement & Development board meeting, held on **Tuesday 9th December 2025**, this meeting was held at the Rufus Centre.

10. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on **Tuesday 18<sup>th</sup> November 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. **CB/25/03264/OUT – Land Off Trafalgar Drive And Salisbury Road, Trafalgar Drive, Flitwick**

*Outline Application with all matters reserved except for access for the residential development comprising the formation of a new access off Trafalgar Drive & Salisbury Road and provision of open space (re-submission of CB/23/03861/OUT).*

Members to receive a report from the Planning Improvement Working Group and consider the recommendations within the report.

b. **Draft Budget 2026-27**

Members are asked to consider the Draft Budget for 2026-27.

c. **Community Fridge Door Replacement**

Members are asked to approve expenditure of up to £5,000 from the operational reserves fund to replace the community fridge door, as it is not working correctly.

d. **Customer Care Policy**

Members are asked to review and adopt the Customer Care Policy.

e. **Annual Meeting 2026**

Members to consider holding the Annual Meeting on Tuesday 28<sup>th</sup> April 2026.

f. **Annual Residents Survey**

- i) To note the outline schedule
- ii) Discuss ideas for the content for any open-ended questions that should be included (the supporting papers include previous open-ended questions for reference)

g. **Planning Improvement Working Group Vacancy**

To elect a Member to the Planning Improvement Working Group.

h. **Manor Park Driveway**

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

13. **ITEMS FOR INFORMATION**

a. **Finance Reports**

Members are asked to note the following finance reports:

- i) Balance Sheet
- ii) Projects Fund

**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. Outside Bodies Update – 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.

