



FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 17/03/2026 – 481

12th March 2026

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 17th March 2026 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/l/meetup-join/19%3ameeting_NmVIZjRINzMtNGQzNC00OTk0LTlkMjktNjhmZDBIZWZmOWI1%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 17th February 2026**, this meeting was held at the Rufus Centre.
- b. For Members to receive and consider the resolutions and recommendations of the Community Services Committee meeting, held on **Tuesday 3rd March 2026**, this meeting was held at The Rufus Centre.

10. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on **Tuesday 17th February 2026**.
- b. Members to receive any updates from Officers.

11. **OUTSIDE BODIES**

To receive reports from representatives on outside bodies.

12. **ITEMS FOR CONSIDERATION**

a. **Internal Audit 2025-26 (2nd Interim)**

Members are asked to consider the Second Interim Internal Audit Report for 2025-26.

b. Special Recognition Awards

Members are asked to consider the report circulated by the Town Mayor.

c. Financial Regulations

Members are asked to adopt the circulated Financial Regulations for Flitwick Town Council.

d. Standing Orders

Members are asked to adopt the circulated Standing Orders for Flitwick Town Council.

13. ITEMS FOR INFORMATION

a. Finance Reports

Members are asked to note the following finance reports:

- i) Balance Sheet
- ii) Projects Fund

b. Delegated Authority Decisions

i) Rotavator Purchase

Members are asked to note that, following the decision to delegate responsibility to the Town Clerk regarding funding the rotavator purchase, this would use underspends in the community revenue budget for 2025 - 2026 (£1,000 virement from 4082/311 Youth Hub CCTV to 4084/303 Plant/Equip Purchase).

ii) Play Equipment

Members are asked to note the following decision made by delegated authority:

To purchase a replacement piece of play equipment at the Millennium Park at a cost of £8,484.20 (plus secured Section 106 funds at £9,371.78), which would be funded by revenue budget 2025-26 virements from the following nominal codes:

*£3,500 Water Youth Hub (4015/311)
£1,853 Flitwick Family Fun Day (4551/313)
£1,840 Waste Disposal: Tractor Store (4128/303)
£1,400 Fuel - Trucks (4006/300)*

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. HR Committee Recommendation - 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.