



## FLITWICK TOWN COUNCIL

Ref: Agenda/Community – 05/05/2026 - 117

29<sup>th</sup> April 2026

Dear Sir/Madam

Members are hereby summoned to the **Community Services Committee meeting** that will take place on **Tuesday 5<sup>th</sup> May 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

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/meet/35157879120369?p=MYgxvbSHcJ9N9G2Nlo>

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 3<sup>rd</sup> March 2026**.

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

- a. Minutes of the Community Services Committee Meeting on **Tuesday 3<sup>rd</sup> March 2026**.

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

##### a. **CERT Working Group**

Members are asked to consider the attached draft Community Emergency Response Team (CERT) Plan and proposed initial CERT equipment list for Flitwick. The draft plan sets out a practical framework for how local volunteers could support Central Bedfordshire Council and emergency services during incidents such as flooding, severe weather, prolonged power outages, transport disruption, or other local emergencies. It identifies potential community hubs, communication arrangements, and ways in which trained volunteers could assist residents while recognising that statutory agencies would always retain lead responsibility.

The accompanying proposed equipment order list is intentionally modest and focused on essential items needed to establish a basic community emergency hub and provide limited practical support during an incident. Members should note that any purchases using the £1800 community grant must be selected from the Environment Agency approved catalogue, which offers only a limited range of eligible items. As a result, the list has been prepared to make best use of the available options while ensuring Flitwick has a sensible and proportionate starting capability.

The committee is therefore asked to consider approving the draft CERT Plan, approving progression of the initial equipment order funded via the grant, and supporting the continued development of a Flitwick CERT in partnership with Central Bedfordshire Council and local community volunteers.

##### b. **Memorial Bench Request – Manor Park**

Members are asked to consider a request for a memorial bench in Manor Park. (Bench policy has been included as part of the supporting papers for information.)

The proposed location of the bench is indicated by a yellow line plan as circulated as part of the supporting papers. Here is a link to the bench; [https://uk.glasdon.com/phoenix-tm-recycled-material-seat?mx=1&gad\\_source=1&gad\\_campaignid=21700877014](https://uk.glasdon.com/phoenix-tm-recycled-material-seat?mx=1&gad_source=1&gad_campaignid=21700877014).

Officers have met with the family and have no issue with the suggested location.

**10. ITEMS FOR INFORMATION**

**a. Officer Update**

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