



**Minutes of the Community Services Committee meeting  
held on Tuesday 5<sup>th</sup> May 2026 at the Rufus Centre**

Present:

Cllr Thompson  
Cllr Toinko  
Cllr Bandy  
Cllr Earles  
Cllr Wilsmore  
Cllr Platt  
Cllr Crawford

Cllr Hart

Stacie Lockey – Town Clerk & Chief Executive

Lisa Simpson – Community Engagement Manager

Sarah Burgess – Amenities Officer

**1365. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Harald – work commitment.

**1366. DECLARATIONS OF INTEREST**

To receive Statutory Declarations of Interests from Members in relation to:

- a. Disclosable Pecuniary interests in any agenda item – none
- b. Non-Pecuniary interests in any agenda item – none

**1367. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reminded Members that the Family Fun Day was being held on the 13<sup>th</sup> June and the Pride Picnic was being held on Saturday, 7<sup>th</sup> June, any help would be appreciated for both events. The Town Mayors quiz was taking place on Friday 8<sup>th</sup> May.

**1368. PUBLIC OPEN SESSION**

No members of the public.

**1369. INVITED SPEAKER**

No invited speaker.

**1370. MEMBERS QUESTIONS**

There were no questions.

**1371. MINUTES**

- a. For Members to receive and adopt the minutes of the Community Services meeting held on **Tuesday 3<sup>rd</sup> March 2026**.

It was **RESOLVED** to adopt the minutes from the Community Services meeting held on Tuesday 3<sup>rd</sup> March 2026 as an accurate record of the meeting.

**1372. MATTERS ARISING**

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

There were no matters arising.

**1373. ITEMS FOR CONSIDERATION**

**a. CERT Working Group**

The Chairman asked if the plan needed approval in principle or delegation for correction in the future. Cllr Hart advised Members that the CERT Working group were looking for approval of the structure of the document. The document had been created in line with CBC's template, which was used for other CERT's in Bedfordshire.

Members discussed the equipment list and asked officers if there enough storage in the Tractor Store for this equipment.

Cllr Hart advised Members that the CERT would require somebody to lead the team in an emergency, and advised that it would be good to have somebody with experience. Cllr Wilsmore had been suggested given his background in the Police but this would be discussed further at the next CERT working group meeting.

It was **RESOLVED** to approve the CERT plan in principle and approve the list of items to be taken forward for grant funding.

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

Members commented that the bench policy needed updating to control things such as plastic flowers being cable tied to benches etc. Officers would be presenting a revised policy to the June Meeting.

Members asked about the Hemlock on site and what is being done to control this. Officers agreed to seek some specialist advice on this matter.

*Action: Amenities Officer*

It was **RESOLVED** to approve the bench application and the location.

**1374. ITEMS FOR INFORMATION**

**a. Officer Update**

(i) Members to note the Amenities Officer update.

Members were pleased to see the 'Safer Play' app being used to record all maintenance for play areas. The Chairman had been reflecting on comments at the Annual Assembly and felt that more proactive communication could be done with what we do with play areas. For example, if a piece of equipment is looking tired, it doesn't necessarily mean it requires replacement.

*Action: Amenities Officer/Communication & Marketing Manager*

A Member asked if the funding for the Ornamental Bridge at Manor Park had been removed. The Town Clerk advised that the funding for the bridge was no longer available, as the money was used on the gate only due to the increase in

build/material costs at the time.

The Town Clerk advised that the Nature Park planning application had been paused as there were due to be some changes from the government on how BNG is applied, meaning the Nature Park would be exempt. This would remove the associated costs with a section 106 for BNG and a 30 year financial commitment for monitoring. The risk of pausing the application was that the planning obligation section 106 funding that was currently earmarked for the Nature Park was now at risk. Officers were continuing to liaise with CBC on getting the date extended or alternatively, identifying another project the costs could be used for.

The Amenities Officer wanted to highlight the recent Fun Fair and Flitwick 10k that was held at Millennium Park. Both of which were hugely successful; however, the race director for Flitwick 10k had raised some concerns about the amount of space the fun fair took up. The Amenities Officer advised Members that this was likely to be raised at a future meeting.

Members asked how flexible the dates were for both the Fun Fair and the 10k race. The Amenities Officer advised that both dates seemed to be set in stone, with the Fun Fair already being booked for 2027. Members believed that bookings were on a first-come, first-served basis, and if they were to both be held on the same day, mutual arrangements would need to be made.

Members wanted to comment on what a fantastic job the Public Realm team are doing and commented that lots of places around Flitwick were looking very well kept, and it was clear what a big difference was being made. Specific comments around the burial ground and the work at the entrance were noted. Members agreed the Town looked cleaner as a result of this.

(ii) Members to note the Community Services update.

Members felt that the feedback from the easter egg hunt felt like a generous interpretation of challenges, given how quickly the easter eggs and colouring competition ran out. Officers commented that they did the best they could in the situation, and ways to improve this were being explored for the future. Members commented that the event seemed to be advertised quite widely, and the Town Clerk commented that a 'what's on' Facebook group for Bedfordshire had picked the event up and shared this, which attracted people from outside the area.

Members also commented that it could be an idea to have a QR code for the answer sheet as opposed to paper copies, as this would avoid them running out.

Members were again reminded of the Family Fun Day and asked to look out for an email in need of help on the day, which would be sent out shortly by officers.

### **1375. PUBLIC OPEN SESSION**

There were no members of the public.

### **1376. EXEMPT ITEMS**

No items.

Meeting Closed at: 20.22

Signed: .....(Chairman)