



## FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 21/05/2024 - 459

16<sup>th</sup> May 2024

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 21<sup>st</sup> May 2024 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. **ELECTION OF TOWN MAYOR FOR THE YEAR 2024-2025**

To receive nominations for the office of Town Mayor for Flitwick

2. **DECLARATION OF ACCEPTANCE OF OFFICE**

For the Town Mayor to read and sign the Declaration of Acceptance of Office.

3. **ELECTION OF DEPUTY TOWN MAYOR FOR THE YEAR 2024-2025**

To receive nominations for the office of Deputy Town Mayor for Flitwick.

4. **DECLARATION OF ACCEPTANCE OF OFFICE**

For the Deputy Town Mayor to read and sign the Declaration of Acceptance of Office.

**5. ELECTION OF LEADER FOR 2024-2026**

To receive nominations for the Leader role.

**6. ELECTION OF DEPUTY LEADER FOR 2024-2026**

To receive nominations for the Deputy Leader Role.

**7. APOLOGIES FOR ABSENCE**

To receive apologies for absence.

**8. 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.

**9. TOWN MAYOR'S ANNOUNCEMENTS**

To receive announcements from the Town Mayor.

**10. REPORTS FROM WARD MEMBERS**

To receive reports from Central Bedfordshire Council ward members.

**11. MEMBERSHIP OF STANDING COMMITTEES**

Information setting out the Committees of the Council and preferences has been circulated.

a. For Members to determine membership of the Town Council's Standing Committees, Boards and Working Groups that report to Council.

b. For Members to appoint Chairmen for Standing Committees.

**12. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**

a. Police Priority Setting Representative

b. Flitwick Village Hall Management Committee Representative

c. Planning Improvement Representative to attend CBC Development Management Meetings

d. Patient Group (Flitwick Surgery) Representative

**13. 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/l/meetup-join/19%3ameeting\\_NDVizigwZTUtZGRhMS00NTZILWE0NDAtZThhZDI3NGY1NDY3%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/l/meetup-join/19%3ameeting_NDVizigwZTUtZGRhMS00NTZILWE0NDAtZThhZDI3NGY1NDY3%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**.

**14. LEADER UPDATE**

To receive an update from the Leader of the Council.

**15. INVITED SPEAKER**

No invited speaker.

**16. MEMBERS QUESTIONS**

To receive questions from members.

**17. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 16<sup>th</sup> April 2024**, this meeting was held at the Rufus Centre.
- b. For Members to receive and consider **resolutions and recommendations** of the HR Committee meeting, held on **Wednesday 17<sup>th</sup> April 2024**, this meeting was held at The Rufus Centre.

**18. MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on **Tuesday 16<sup>th</sup> April 2024**.
- b. Members to receive any updates from Officers.

**19. OUTSIDE BODIES**

To receive reports from representatives on outside bodies.

**20. ITEMS FOR CONSIDERATION**

**a. Planning Improvement Working Group**

- (i) Members to note the minutes of the PIWG held on 18<sup>th</sup> March 2024.
- (ii) Members to consider publishing all future minutes of the PIWG meetings that have been held with external parties.

**b. Ask for Clive**

Members are asked to consider registering the Rufus Centre as an 'Ask for Clive' venue and participating in the 'Pub Pride 2024' weekend from 31<sup>st</sup> May 2024 to 2<sup>nd</sup> June 2024.

*Ask For Clive is a UK charity (reg 1188038) that works with Pubs and Venues to create welcome spaces and tackle discrimination, specifically that toward the LGBTQ+ community.*

**c. Overspend – Establishment**

Members to authorise a possible overspend on the salaries and wages budget to cover expenditure for the Communications & Marketing Intern post agreed at HR Committee. Officers will update Members on expenditure amounts when relevant.

**d. Flitwick Combined Charities**

Members are asked to note the Trustees for Flitwick Combined Charities for the ensuing year are Mr Paul Cranmer, Mrs Ann Lutley, Mrs Sheila Smith, Mrs Catherine Hursthouse and Revd Claire Harald.

**21. ITEMS FOR INFORMATION**

**a. Councillor Attendance**

Members to note the annual attendance register.

**b. 3 Station Road**

(i) Members are asked to note that the Council has opted to tax 3 Station Road via a delegated authority decision. All VAT can be reclaimed on expenditure for the project from 30<sup>th</sup> April 2024.

(ii) Officers to provide a general update on the project.

**c. Planning – Responses to CBC including Officer Delegated Decisions**

Members are asked to note the Planning Responses including Delegated Decisions.

**d. Planning – CBC Decisions**

Members are asked to note the CBC Decisions on Planning Applications.

**22. 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**.

**23. 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 Reports – to note
- b.** Land at Steppingley Road – 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.

**Exempt Items****a. Confidential Reports**

Members to note the confidential report from the Council meeting held on 16<sup>th</sup> April 2024.

**b. Land at Steppingley Road**

- (i) Members to note the valuation report from Kirkby Diamond.
- (ii) Members are asked to formally resolve to dispose of the land at Steppingley Road on a 100% affordable scheme by way of a conditional contract.