



## FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 19/11/2024 - 465

14<sup>th</sup> November 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 19<sup>th</sup> November 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. **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.

Click the link below to join this Teams meeting:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_Y2UzZjQ1MTEtYjc5Ny00ZGNILWI3MGMtYzQwMTE2ODM3ZWE2%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_Y2UzZjQ1MTEtYjc5Ny00ZGNILWI3MGMtYzQwMTE2ODM3ZWE2%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**

Blake Stephenson – Mid Bedfordshire MP

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 15<sup>th</sup> October**, this meeting was held at the Rufus Centre.
- b. For Members to note the resolutions of the Finance & General Purposes Committee meeting, held on **Monday 14<sup>th</sup> October 2024**, this meeting was held at the Rufus Centre.
- c. For Members to note the resolutions of the Community Services Committee meeting, held on **Tuesday 5<sup>th</sup> November 2024**, this meeting was held at the Rufus Centre.
- d. For Members to note the resolutions of the Business Improvement & Development Board meeting, held on **Tuesday 12<sup>th</sup> November 2024**, this meeting was held at the Rufus Centre.
- e. For Members to note the resolutions of the HR Committee meeting, held on **Friday 15<sup>th</sup> November 2024**, this meeting was held at the Rufus Centre.

10. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on **Tuesday 15<sup>th</sup> October 2024**.
- b. Members to receive any updates from Officers.

11. **OUTSIDE BODIES**

To receive reports from representatives on outside bodies.

12. **ITEMS FOR CONSIDERATION**

a. **Airmen Memorial Service Request**

Members are to consider the request (letter previously circulated) for the Council to include a small commemoration service for the Airmen Memorial, located at the Rufus Centre, as part of the remembrance Sunday schedule going forward.

b. **CB/24/02981/FULL**

*[Address: Cowlgrove Parade, Steppingley Road, Flitwick, Bedfordshire, MK45 1AJ](#)*

*Proposal: Roof top extension to create six, one bedroom studio apartments.*

The Planning Improvement Working Group have met to discuss this application and have made the following recommendation;

*Approve subject to the materials being used are in keeping with the current material/colours on the structure and that all due diligence will be applied to traffic management, pedestrian safety, etc.*

Members are asked to consider the Planning Improvement Working Group's recommendations concerning this planning application.

c. **Calendar of Meeting Dates 2025**

Members to consider the calendar of meeting dates for 2025.

d. **Government Consultation - [Enabling remote attendance and proxy voting at local authority meetings](#)**

Members are asked to consider responding formally to this consultation. The deadline for responses is 19<sup>th</sup> December 2024.

e. **Central Bedfordshire Council – Launch of the Brownfield Call for Sites**

The following correspondence has been received from Central Bedfordshire Council;

*As part of the process of developing a new Local Plan for Central Bedfordshire, we need to identify sites to provide enough homes and jobs for everyone, as well as supporting infrastructure and green spaces. These need to be planned carefully to make sure they are built in the right place, with the necessary facilities and services, while protecting the environment as much as possible.*

*This morning, the Council launched its Brownfield “Call for Sites” asking landowners and others to suggest brownfield (previously developed) land that could be redeveloped to meet future demand for homes and jobs, and other land uses such as green spaces, education and local facilities. <https://www.centralbedfordshire.gov.uk/call-for-sites>*

*Initially this Call for Sites is open to Brownfield sites only so as to understand the capacity for Brownfield development within Central Bedfordshire before we look to any Greenfield opportunities.*

*Once submitted, each site will be reviewed for its suitability, availability and achievability against a set of criteria, which have been informed by feedback to our recent public*

*engagement. Sites will also be subject to public consultation as part of the statutory plan-making process before any decisions are made to allocate any of the sites.*

Members are asked to consider sites to be put forward for review.

f. **A00475 – Windmill Road, Flitwick – Waiting Restrictions**

Members are asked to consider the correspondence received from Central Bedfordshire Council relating to waiting restrictions at Windmill Road, Flitwick.

g. **Central Bedfordshire Council - Street Trading Policy Consultation 2024**

Members are asked to consider formally responding to the Central Bedfordshire Council [Street Trading Policy](#).

h. **Flitwick Village Hall Management Committee Representative**

Members are asked to elect a sub for the Flitwick Village Hall Management Committee.

13. **ITEMS FOR INFORMATION**

a. **Finance Reports**

Members are asked to note the following finance reports:

- i) Balance Sheet
- ii) Central Projects Fund

b. **3 Station Road**

Members to receive an update from Officers.

c. **Planning**

Member to note FTC Planning decisions and Central Bedfordshire Planning decisions.

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