



FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 17/12/2024 - 466

12th December 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 17th December 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://gbr01.safelinks.protection.outlook.com/ap/t-59584e83/?url=https%3A%2F%2Fteams.microsoft.com%2F%2Fmeetup-join%2F19%253ameeting_MTAxNzcyZDctZjE0YS00ZDZiLWJkNTAtNGFIZGI2Mzg4YjU4%2540thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%252240e995ae-789a-4e33-95b3-c51501ea6c4a%2522%252c%2522Oid%2522%253a%25221a1e83d2-fc3d-46f4-92bc-b4407aca52d1%2522%257d&data=05%7C02%7Cstephaniestanley%40flitwick.gov.uk%7Cf6b1dd91e0d54db14df108dc0d361cd0%7C40e995ae789a4e3395b3c51501ea6c4a%7C0%7C0%7C638399773270858852%7CUnknown%7CTWfPbGZsb3d8eyJWljoimC4wLjAwMDAiLCJQljoiv2luMzliLCJBTil6lk1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=42eSb6OcS9atAXqM4lwjk3%2F%2FFEZ4CDnv2R8xC4KQ45g%3D&reserved=0

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 19th November 2024**, this meeting was held at the Rufus Centre.
- b. For Members to receive and consider the resolutions and recommendations of the Finance & General Purposes Committee meeting, held on **Monday 18th November 2024**, this meeting was held at the Rufus Centre
- c. For Members to receive and consider the resolutions and recommendations of the Community Services Committee meeting, held on **Tuesday 3rd December 2024**, this meeting was held at The Rufus Centre.

- d. For Members to receive and consider the resolutions and recommendations of the Business Improvement & Development Board meeting, held on **Tuesday 10th December 2024**, this meeting was held at the Rufus Centre.

10. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on **Tuesday 19th November 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. **Flitwick Scout Group Extension Plans**

Members to receive a report from the Town Clerk and consider the recommendations within the report.

b. **3 Station Road**

(i) Members are asked to consider the tender report circulated for the main works for the 3 Station Road refurbishment project and appoint a contractor, noting the recommendations presented within the report.

Members are asked to note that Luton Borough Council have recommended deferring the appointment of the contractor to the January Council meeting due to the following reasons;

- Clarification of window specification currently within the tender
- Clarification of external work costs listed within the tender (ground levels)
- Costs associated with the drainage works as per the condition of the planning permission

(ii) Members are asked to consider delegating authority to the Town Clerk (in consultation with the Leader) for value engineering decisions relating to the refurbishment to keep in line with the programme.

c. **Draft Budget 2025-26**

Members are asked to consider the Draft Budget for 2025-26.

d. **[CB/24/02687/FULL – Land North of 1, Princess Close, Flitwick](#)**

Proposal: [Erection of a new self build detached dwelling with a vehicular crossover.](#)

Members are asked to consider the Planning Improvement Working Group's recommendation, circulated as part of the supporting papers.

e. **Planning Improvement Working Group – Membership**

Members are asked to consider co-opting the following residents onto the Planning Improvement Working Group; (this takes the resident membership to 6, maximum - 8)

Alyson Porthouse-Reick
Andy Smith

f. Community Services Committee Vacancy

Following the resignation of Clare Copleston, Members are asked to consider electing a Member to the Community Services Committee.

g. HR Committee Vacancy

Following the resignation of Clare Copleston, Members are asked to consider electing a Member to the HR Committee.

h. Central Bedfordshire Local Plan – Call for Sites

Members are asked to consider the correspondence received from Central Bedfordshire Council relating to the Local Plan.

Members are asked to consider delegating the response to the Planning Improvement Working Group with final decisions made by the Town Clerk.

If Members wish to comment and/or put suggested sites forward, these should be sent to the Chairman of the Planning Improvement Working Group by Friday 10th January 2025.

i. Virement

Members are asked to consider moving £4,000 from the Staff Courses & Training budget (4047/422) to Renovation Costs 24/25 (4131/106).

This is an additional virement to those already approved as part of an agreed action from the November Finance & GP Committee meeting to review the Staff Courses & Training budget.

13. ITEMS FOR INFORMATION

a. Finance Reports

Members are asked to note the following finance reports:

- i) Balance Sheet
- ii) Projects Fund

b. Chat to Councillor Sessions

Members are asked to note that ‘Chat to a Councillor’ sessions have been arranged at the Village Hall on the followings dates;

10th, 17th and 24th January 2025

Members are asked for support to facilitate these sessions.

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 – 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.