



**FLITWICK TOWN COUNCIL**  
**DRAFT MINUTES OF THE BUSINESS IMPROVEMENT AND DEVELOPMENT BOARD**  
**MEETING HELD ON 11<sup>th</sup> FEBRUARY 2025 AT 7:45 PM AT THE RUFUS CENTRE**

Present:  
Cllr Blazeby  
Cllr Snape  
Cllr Hodges

**1590. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Roberts – work commitment and Cllr Parsons – work commitment.

**1591. DECLARATIONS OF INTEREST**

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

- (a) Disclosable Pecuniary interests in any agenda item – no items.
- (b) Non-Pecuniary interests in any agenda item – no items.

**1592. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had no announcements.

**1593. PUBLIC OPEN SESSION**

There were no members of the public.

**1594. INVITED SPEAKER**

There was no invited speaker.

**1595. MEMBERS QUESTIONS**

None.

**1596. MINUTES**

For Members to receive and adopt the Minutes of the Business I&DB Committee held on **Tuesday 10<sup>th</sup> December 2024**.

It was **RESOLVED** to adopt the minutes of the Business Improvement & Development Board meeting held on **Tuesday 10<sup>th</sup> December 2024**, as an accurate record.

**1597. MATTERS ARISING**

Minutes of the Business I&DB Committee **Tuesday 10<sup>th</sup> December 2024.**

**1598. ITEMS FOR CONSIDERATION**

**a. Car Parking**

Members noted the report.

The BFM explained that the overflow parking on the field was not currently fit for purpose due to the recent bad weather. The ground had become unusable, and the temporary matting had not resolved the situation. Options have been explored for temporary solutions and semi-permanent roadways however they were proving costly.

Officers had internally discussed options and felt that, at the current time, the best option would be to hold off and review the situation once it became clearer when the compound would be relocated.

Members agreed with the approach. However, they felt that some changes could be made to the existing area to free up space. Comments were made about the current layout of the staff car park, the amount of bins that took up a lot of space and some tenants who were using a lot of space.

Members discussed introducing a permit fee for tenants to manage the number of car parking spaces being used, and the relocation of the front-loader waste bin was also discussed as an option.

The BFM advised that the area to the rear of the building, near the wedding garden, could be repurposed as a car park in the long term.

Members discussed a green initiative transport scheme that encouraged people to walk to the Rufus Centre. Members were in favour of this but were unsure if it would be effective.

Members and Officers agreed that car parking needed major thought and should be considered when the proposed capital receipt from Steppingley Road was received.

The BFM advised Members that he had attended another local conference centre recently who were facing similar issues with their car parking.

*Action: BFM*

**1599. ITEMS FOR INFORMATION**

**a. Branding Application Update**

Members noted the branding application update report. The Chairman was not keen on the two examples that were printed within the report and felt that the youth activities poster had a lot of repeat information on it. The Chairman requested to see the brand guidelines and asked for this to be included on the next agenda for approval.

*Action: CMM*

**1600. PUBLIC OPEN SESSION**

There was no members of the public present.

**1601. 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 issues are discussed.

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolved** to exclude the public and press by reason of the confidential nature of the business about to be transacted.

- a) **Confidential Report**  
Members noted the confidential report.
- b) **Officer Update**  
Members noted the Officer update.
- c) **Business Rates Report**  
Members noted the business rates report.
- d) **Occupancy stats**  
Members noted the occupancy stats.
- e) **Dance Studio**  
Members noted the correspondence relating to the dance studio.
- f) **Capital Projects**  
Members noted the updated list of capital projects.

Meeting closed at 20.57.

Signed ..... (Chairman)