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David Ashlee Town Clerk and Chief Executive

Our Ref: DA/RGS/C1

Date: 26 January 2018

Dear Councillor

You are summoned to attend a meeting of Dunstable Town Council to be held in the Council Chamber, Grove House, 76 High Street North, Dunstable on **Monday 5 February 2018 at 7.00 pm** when the following business will be transacted.

AGENDA

1. Apologies for Absence
2. To authorise the Chairman to sign as a correct record the Minutes of the meetings of the Council held on 4 December 2017 and 22 January 2018 (enclosed at page 1).
3. Specific Declarations of Interest.
4. Chairman's Remarks – (including Civic Events and Mayoral Activities as detailed in the report of Mayoral and Democratic Services Officer (see page 8).
5. Public Question Time
6. To answer questions under Standing Order 16
7. To receive reports of the undermentioned Committees:

| <u>Committee</u> | <u>Date</u> | <u>Page</u> |
|------------------------------------|------------------|-------------|
| Community Services | 8 January 2018 | 10 |
| Grounds and Environmental Services | 15 January 2018 | 14 |
| Finance and General Purposes | 22 January 2018 | 18 |
| Dunstable Joint Committee | 23 November 2017 | 24 |

Yours faithfully

David Ashlee
Town Clerk and Chief Executive

To: All Members of Dunstable Town Council
Copies to: Central Bedfordshire Councillors for Dunstable for information

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

**HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH,
DUNSTABLE**

ON MONDAY 4 DECEMBER 2017

Present: Councillors Gloria Martin (Town Mayor), John Kane (Deputy Town Mayor), Lisa Bird, John Chatterley, Terry Colbourne, Jeannette Freeman, Eugene Ghent, Peter Hollick, Anne Kennedy, Claire Meakins, Patricia Russell, Emma Simmons, Ann Sparrow, Pat Staples and Nigel Warren

In Attendance: David Ashlee (Town Clerk and Chief Executive), Rosemary O'Sullivan (Head of Finance and Support Services), John Crawley (Head of Grounds and Environmental Services), Becky Wisbey, Head of Community Services and Michele Markus (Mayoral and Democratic Services Officer)

Apologies for Absence: Councillors Sid Abbot and Liz Jones

Public Attendance: 16

Before the commencement of the meeting, the Town Mayor's Chaplain, Reverend Nina Johnson, led the Council in prayer

In welcoming members of the public to the meeting, the Town Mayor made the following statement regarding Dunstable Market:

"As you will all be aware, over the past few weeks there has been considerable press and social media activity regarding the Council's Finance and General Purposes Committee decision for the Council to withdraw from direct management of Dunstable's General Market from February next year.

Much of the publicity has focused on the Council closing Dunstable Market. This is simply not true. The Town Council is continuing to allow, facilitate, promote and indeed continue to subsidise a General Market in Dunstable. In addition the Council will also be continuing to directly provide twice monthly craft and themed markets from April next year. The decision taken was simply to withdraw from direct management of the General Market whilst encouraging all existing traders to apply to Central Bedfordshire Council for a Street Traders Licence, which will allow them to continue to trade with the same conditions and protection they currently enjoy.

Amongst the negative publicity this Council decision has received has been accusations made about the Council such as thieving, misappropriation of Council documents, lying, mismanagement and secrecy. Again, none of this is true and I would challenge anyone who has made such allegations to verify them.

In addition, our own Town Clerk and Chief Executive has been the subject of completely unwarranted public insults, abuse and false accusations. I would like to place on record this Council's personal apology to David for him having to suffer this indignation as a result of him simply doing his job. David has given over 30 years of his life to public service, is not

responsible for the Council's decisions and should never have to suffer such uninformed public scrutiny of his role with this Council again.

There has also been negative comment made about the Council's success in attracting £610,000 of external grant funding through Central Bedfordshire Council's Market Town Regeneration Fund. This grant, together with Dunstable Town Council's match funding, will deliver in the region of £2million worth of projects that will enhance Dunstable's town centre and its immediate surroundings. Projects that have and will be delivered include; the new Bennett's Splashpark and Splashide Café; a new town centre cleansing scheme; new architectural lighting for town centre buildings, new town centre signage, a new overthrow for the entrance to Priory Gardens, a feasibility study aimed at protecting Priory House for future generations and a significant investment into a number of town centre retail outlets to improve their shop fronts and kerb side appeal. All these projects have been reported in the public domain and decided upon through the normal Council meeting cycles.

Decisions have to be made that may not be popular with everyone. All of us who stand for public office know that and hope that the residents and businesses of Dunstable understand that sometimes we have a difficult job to do, but we do that job to the best of our abilities and always in a way that we believe to be in the best interests of the Dunstable council tax payer.

Thank you for listening to this statement which I felt was very important to make in the public domain and for public record."

215 MINUTES

The Minutes of the meeting of the Council held on 2 October 2017 were approved as a correct record and signed by the Town Mayor.

216 SPECIFIC DECLARATIONS OF INTEREST

| Councillor | Interest | Agenda Item |
|--------------------|---------------------------------------|--------------------|
| Councillor Staples | Pecuniary interest – Dunstable Market | 7 |
| Councillor Bird | Pecuniary interest – Dunstable Market | 7 |

217 TOWN MAYOR'S REMARKS

a) Mayoral Engagements

The Town Mayor referred to the report detailing her attendances at events since the last meeting of the Council up to 20 November 2017.

The Town Mayor had attended a further 9 events since the report had been written. These included her attendance at the Town Mayor of Houghton Regis' Celebration of Christmas at Grove Theatre and the Salvation Army Christmas Concert also Grove Theatre, the exit collection from which would be donated to the chosen charities of the Chairman of Central Bedfordshire Council and the Town Mayor. She had also been pleased to attend the Young People of the Year awards at St John's College, Cambridge, the Town Council's Christmas Tree Carols and Torchlight event, and New Woodfield Green and Downside Residents' Association Christmas Lunch.

The Town Mayor had also been pleased to take part in the distribution of food bank donations at Tesco store on behalf of the Trussell Trust.

She also thanked all those who had attended her Charity Dinner on 30 November at Central Bedfordshire College.

218 PUBLIC QUESTION TIME

Notification had been received from two members of the public and the Town Mayor invited Abby Slough and Martin Kennedy to put their question/make representation to the Council regarding the Council's decision in respect of Dunstable Market.

Abby Slough introduced herself as a student studying at Herts University and resident of Houghton Regis with an interest in Dunstable market as one who had traded on the market raising funds for charity. She referred to a previously quoted statement made by Councillor Freeman when Dunstable Town Council took over the market in 2012, which referred to the Council's commitment to the regeneration of Dunstable town centre and investment and said that if there was a commitment to the regeneration of the town centre, money would have been spent on the market. She asked whether councillors honestly believe Dunstable is a much better place to live in and if they could honestly say this is what the public want. She asked that the Council refer back to traders and public and consult with them as every person she had spoken to had said they wanted to keep the market, making reference to a 260 signature petition and an on line petition.

The Town Mayor responded by saying that the Town Council wants trading to continue. In supporting general market traders to become street traders they believe they continue to support the market. All existing regular traders would be provided with a free market stall and free storage facility. The Town Council would also pay for the waste collection service. They would continue to promote street trading in Dunstable and will directly manage and provide twice monthly themed and craft markets, which it was hoped would encourage others to trade. The Town Council would continue to subsidise services that support street trading in Dunstable.

Martin Kennedy made representation but did not ask a question. He introduced himself as someone who whilst no longer a citizen of the town, had family connections and a long association with the town. From his experience he made suggestions for a different structure for the operation of the market and expressed his view that traders were being compromised by using their own stalls and putting up canopies needed two people. He called for the reinstatement of the market.

219 QUESTIONS UNDER STANDING ORDER 16

There were no questions put to the meeting.

220 COMMUNITY SERVICES COMMITTEE

RESOLVED: that the Minutes of the meeting of the Community Services Committee held on 6 November 2017 be received.

221 GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE

a) War Memorial Refurbishment (Minute 198/2017)

Councillor Colbourne was pleased to note that the refurbishment of the War Memorial would include the addition of 28 names missing from the original roll call plaques for WW1 and WW2. The Head of Grounds and Environmental Services advised that the criteria used to determine the additional names were those proven to have been from Dunstable at the time they enlisted and who were killed or died in action.

b) Minutes

RESOLVED: that, subject to the foregoing, the Minutes of the meeting of the Grounds and Environmental Services Committee held on 13 November 2017 be received.

222 FINANCE AND GENERAL PURPOSES COMMITTEE

a) Dunstable Market (Minute 202/2017)

Councillor Hollick referred to earlier mention of press statements and expressed his concerns that some statements could be actionable. He suggested that care should be taken when putting an argument and with reference to earlier requests to make representations advised that the rules of the Council had to be observed. In response to representations made, Councillor Hollick acknowledged the history of the market and recalled that Dunstable Town Council had taken it over to make it a better success but it hadn't worked as well as the Council would have wished but that did not mean the Council had washed their hands of the market. The Town Council had worked with the Dunstable Joint Committee and there had been considerable success in terms of the themed markets which the Town Council has supported in the hope that additional footfall would come about. It was disappointing that neither the Council nor the traders had been able to bring more people onto the market. Councillor Hollick also referred to statements regarding the Council's failure and he asked whether the traders as a group had been able to persuade people onto the market. The Council's previous suggestion to relocate the market to The Square had not been favoured by the traders, which he understood but suggested that sometimes other things had to be considered if things were to improve. The Town Council had tried to help but it was quite clear that some people did not trust the Council but it would appear that traders wanted the Town Council to take back control. The decision to stop managing the market was taken knowing there was a viable alternative, which allowed traders to continue to trade. Money was still going into facilitating street trading and they should appreciate what the Town Council is still trying to do.

Councillor Kennedy responded firstly by agreeing that any abuse was particularly unacceptable and gave apologies if anything she had said could be construed as abuse. She spoke against the Council decision and asked that Councillors reconsider and take account of the very valid points made by the public. She had spoken to many residents in Northfields and suggested that people of Dunstable were happy to pay to subsidise the market with the view that it was for the public good and a defining feature central to the identity of the town. She expressed the view that the market was dying because planning permission had been given to another supermarket in the town. She stated that a Labour controlled Council would fight to restore the market.

Councillor Ghent clarified that councillors themselves do not have the power to say what shops come into the town and the Town Council did not have responsibility for planning applications and did not have the power over who opens what shop, saying that any trader that would bring footfall into the town would be welcome.

b) Minutes

RESOLVED: that, subject to the foregoing, the Minutes of the meeting of the Finance and General Purposes Committee held on 20 November 2017 be received.

223 DRAFT BUDGET 2018/2019 AND ASSOCIATED CONSIDERATIONS

The Town Clerk and Chief Executive presented a draft budget summary for 2018/19, which had been prepared following the annual budget setting process undertaken with all service managers and the senior management team. It was noted that a budget briefing meeting had also been held with all the Council's Chairmen and Vice-Chairmen on 8 November 2017 to go through the draft budget proposals in detail.

Members were mindful that the proposed budget was only draft at this stage as there were a number of issues still to be considered and decisions to be made by Committees. The draft budget identified increased revenue expenditure on the existing budget and identified revenue savings and additional income from improved income targets. The main increases to the revenue budget were for reasons beyond direct control such as staffing cost increases, waste costs, H&S issues and member requests, etc, as set out in the report. It was also noted that the annual cost of the pay award had been budgeted at 2% but this had not yet been determined and would possibly not be known until next year.

The Town Clerk and Chief Executive reported that the Dunstable tax base had increased from 12,435 to 12,665 (an increase of 230) securing additional income through the council tax charge of £40,298, assuming the Band D council tax charge remained at £175.21. That being so, there would be a revenue budget deficit of £37,226 which would require an increase of £2.94 on the current Band D council tax charge in order to balance the budget.

RESOLVED: i) that the Council work towards a nil increase on the 2018/19 council tax charge

ii) that a budget briefing session be held for all members to understand how the budget had been set and to consider what options may be available to address the budget gap.

DUNSTABLE TOWN COUNCIL

MINUTES OF THE SPECIAL MEETING OF THE COUNCIL

**HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH,
DUNSTABLE**

ON MONDAY 22 JANUARY 2018

Present: Councillors Gloria Martin (Town Mayor), Sid Abbott, John Chatterley, Eugene Ghent, Peter Hollick, Liz Jones, Claire Meakins, Patricia Russell, Ann Sparrow, Pat Staples and Nigel Warren

In Attendance: David Ashlee (Town Clerk and Chief Executive), Rosemary O'Sullivan (Head of Finance and Support Services)

Apologies for Absence: Councillors Lisa Bird, Terry Colbourne, John Kane (Deputy Town Mayor), Jeannette Freeman and Anne Kennedy

Public Attendance: 0

24 SPECIFIC DECLARATIONS OF INTEREST

| Councillor | Interest | Agenda Item |
|----------------------|--|--------------------|
| Councillor P Hollick | Personal interest – member of CBC General Purposes Committee | 3 |
| Councillor N Warren | Personal interest – member of CBC General Purposes Committee | 3 |

25 CENTRAL BEDFORDSHIRE COMMUNITY GOVERNANCE REVIEW

The Town Clerk and Chief Executive presented information regarding Central Bedfordshire Council's Community Governance Review consultation.

Local authorities were required by Central Government to undertake a review of local governance arrangements every 10-15 years. Since Central Bedfordshire Council had been formed this would be its first Governance review. The review needed to be completed by November 2018, before the next Town and Parish Council elections.

The review was a two stage exercise. The first stage involved consulting directly with town and parish council's and the second stage involved consulting with the public once town and parish responses had been considered by CBC's General Purposes Committee.

The review gave the opportunity to suggest changes which the Council felt could better represent its community. These included councillor numbers, Dunstable parish boundary and a potential merger with other parish councils. Members had made the Town Clerk and Chief Executive aware of their suggestions for change and these were detailed in the report.

The Council considered that a reduction to 18 elected representatives would still provide sufficient governance arrangements for effective decision making. They also felt that

the proposed extensions to the parish boundary provided more sensible boundaries for existing local communities and reasonable extensions to the town of Dunstable in case of any future housing extensions.

The Town Clerk and Chief Executive had been specifically asked to include in his report information for consideration regarding a potential merger with Houghton Regis Town Council. However the Council agreed this was not something it wished to pursue but where opportunities arose would continue to work in collaboration.

- RESOLVED:**
- i) that Central Bedfordshire Council be requested to consider that the number of councillors elected to Dunstable Town Council be reduced from 21 to 18 as of the election planned for 2019

 - ii) that Central Bedfordshire Council be requested to consider extending the Dunstable parish boundary as illustrated by the maps given at appendix 3 of the covering report (the maps show proposed parish boundary extensions to the north and south of Dunstable).

DUNSTABLE TOWN COUNCILMONDAY 5 FEBRUARY 2018CIVIC EVENTS AND MAYORAL ACTIVITIES1. GENERAL INFORMATION

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| Purpose of Report: For information |
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- 1.1 Since the last meeting of the Council, the Town Mayor has attended the following functions/events:

| | | |
|----------|--|--|
| 07.12.17 | Tree Lighting Ceremony, Luton and Dunstable Hospital | The Town Mayor was delighted to attend the annual Christmas Tree Lighting Ceremony, Ardley Hill School Choir attended and the children from the Children's Ward switched on the lights. A cold and wet December evening that was made warm by the hospitality and the enthusiasm of the children. |
| 08.12.17 | Foodbank Presentation, Holiday Inn Express, Dunstable | Dunstable Business Awards 2017 had been held in November when the sponsors, committee and judges were invited to the donation event for the Food Bank who were the nominated charity.. An opportunity to congratulate Networking Dunstable as they filled a Transit van with food for the food bank. |
| 09.12.17 | Mistletoe Magic, Priory House, High Street South | A very special Christmas event for children including a visit to Santa and feeding his reindeer. |
| 09.12.17 | Christmas Concert, St Augustine's Church, Dunstable | Dunstable Ladies Choir performed this annual Concert with many carols sung to original tunes and some special arrangements by the musical director. |
| 09.12.17 | Town Mayor, Leighton-Linslade, Christmas Carol Concert, All Saints' Church, Leighton Buzzard | The Mayor's second carol concert of the day but this time with massed choirs, including performances from the Salvation Army Citadel Band, The Salvation Army Songsters, The Linslade Singers and All Saints' Church Choir. A most enjoyable evening. |
| 10.12.17 | Christingle Service, St Katherine's Church, Dunstable | The Town Mayor bravely made her way in the snow to celebrate Christingle at St Katherine's Church. |
| 10.12.17 | Christmas Concert, St Mary's Church, West Street | Caritas Harmony unfortunately cancelled this concert due to inclement weather, snow! |

| | | |
|----------|---|--|
| 14.12.17 | Lidl Store, Luton Road, Dunstable | The Mayor made a short speech and performed the official opening of this new store which had created 40 jobs in the local area. The store was immediately very busy as soon as the ribbon was cut. |
| 16.12.17 | Carol Service, St Swithun's Church, Sandy | An event which was to raise money for the Church and the Town Mayor of Sandy's charities. |
| 16.12.17 | Annual Christmas Charity Concert, St Mary's Church, West Street | An enjoyable concert with which to conclude mayoral engagements for the year with performances by Vauxhall Male Voice Choir, Luton Concert Orchestra and Dunstable Priory Girls Choir . |

1.2 The Town Mayor attended the following functions during January:

| | | |
|----------|---|--|
| 05.01.18 | Minds2gether Pioneer Boys Club, Manchester Place | Launch of Minds2gether, a new mental health group who have found a temporary home at the Pioneer Boys Club. On their behalf if anyone can assist them in finding permanent accommodation they will be much appreciative. |
| 06.01.18 | Impulse Fitness Mill Farm Business Park - Caddington | The Town Mayor was pleased to attend the relocation of this successful business to a new larger facility. |
| 09.01.18 | History Society, The Methodist Church | An interesting and informative talk given by John Chatterley on the mayors of Dunstable from 1885 to the present. |
| 11.01.18 | Creasey Park Lunch Club, Creasey Park Community Football Centre | The Mayor was asked to give a short talk entitled "A Day in the Life of a Magistrate". The audience were very attentive and asked many searching questions. She also explained the origin of why mayors are addressed as "Your Worship". |
| 11.01.18 | Ashton Grove High Street North | An invitation from Weston Homes to formally opening this new housing development. |
| 19.01.18 | The Old Mill, West Street | A very pleasing evening with the Lord Lieutenant, Deputy Lieutenant, the Mayors of Houghton Regis and Leighton Linlade to present awards and certificates to the Sea Cadets. |
| 20.01.18 | CBC Chairman's Civic Service St Mary's Church - Woburn | The Town Mayor was pleased to represent Dunstable at this service held in the beautiful and historic church at Woburn. |

The Town Mayor will report on other later attendances at the meeting.

2. AUTHOR

2.1 Michele Markus – Mayoral and Democratic Services Officer
e-mail: michele.markus@dunstable.gov.uk

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF COMMUNITY SERVICES COMMITTEE

HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH,
DUNSTABLE

ON MONDAY 8 JANUARY 2018

Present: Councillors Gloria Martin (Town Mayor), John Kane (Deputy Town Mayor), Pat Staples (Chairman), Lisa Bird, John Chatterley, Jeannette Freeman, Eugene Ghent and Claire Meakins

In Attendance: Councillor Peter Hollick; David Ashlee (Town Clerk and Chief Executive), Becky Wisbey (Head of Community Services), Kelley Hallam (Office Administrator) and Lisa Vincent (Events and Marketing Officer)

Apologies: Councillor Jessica Castle, Terry Colbourne, Anne Kennedy, Patricia Russell and Emma Simmons

Public: Three

1 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: that Councillor Eugene Ghent be appointed as Vice-Chairman for the remainder of the Municipal Year

2 MINUTES

The Minutes of the meeting of the Community Services Committee held on 6 November 2017 were approved as a correct record and signed by the Chairman.

3 SPECIFIC DECLARATIONS OF INTEREST

| Councillor | Interest | Agenda Item |
|------------------------|---------------------------------------|--------------------|
| Councillor Lisa Bird | Pecuniary interest – Dunstable Market | Item 7 |
| Councillor Pat Staples | Pecuniary interest – Dunstable Market | Item 7 |

4 BUDGET PROPOSALS 2018/2019

The Committee considered the comprehensive report of the Town Clerk and Chief Executive which provided detailed proposals for the Community Services budget for 2018/19 and proposed fees and charges.

Excluding staff costs, the overall Community Services budget had decreased by £20,474. This was mainly due to no longer managing the market.

RESOLVED: i) that the Committee recommend the draft Community Services budget as presented with no amendments or further recommendations, to the Finance and General Purposes Committee.

ii) that the Committee recommend to Finance and General Purposes Committee that £5,000 from the Town Centre Management budget for 2018/19 be allocated to the Dunstable Joint Committee

5 EVENTS AND MARKETING

The Events and Marketing Officer presented an update report on the Christmas Torchlight Procession and Carols event.

The Torchlight event had been very successful with the number of children attending and the audience capacity at maximum. Due to this, the contractor who delivered the light show had made some suggestions and given some feedback on both the event as a whole and his health and safety concerns.

Members agreed that this would need to be looked into further before this year's event.

Members were updated on the Council's website and social media usage.

The Committee noted that the Royal Wedding would be taking place on Saturday 19 May, which was the same day as the planned WWI event. They were asked if they wished to bring the event forward by one week to avoid the clash.

RESOLVED: that the WWI Commemoration Day event be held on Saturday 12 May.

6 DUNSTABLE TOWN CENTRE SERVICES

The Head of Community Services updated the Committee on the Market and Ashton Square Toilets including the market trader figures for November and December 2017 which included casual traders, permanent traders and themed and craft market trader figures.

Members noted the income and expenditure figures.

The Committee were informed that one of the Market Porters has accepted the alternative position of Town Centre Janitor and would be starting on 1 February.

Officers were due to hold a meeting with CBC Officers to discuss the schedule of works for the on-going maintenance issues at Ashton Square Toilets and hopefully a new licence would also be drawn up.

A defibrillator had been donated by a charity called Wayne's Fund and was situated at Priory House.

The Committee were updated on the skating rink that was held on the Square in December. It had not been as popular this year with half the amount of people attending compared to last year. Officers would recommend to the Dunstable Joint Committee not to hold it again.

7 PRIORY HOUSE

The Head of Community Services presented a report on recent operations and activities at Priory House, including trading account figures and Priory House maintenance.

The Priory House Manager continued to be on long term sick leave and the Assistant Manager ceased working for the Town Council from the New Year, as a result, interim arrangements had been put in place where existing staff were acting up, taking on additional responsibilities and hours.

Due to the anti-social behaviour both at Priory House and throughout the town, the Committee requested that a representative from Bedfordshire Constabulary and / or a representative from CBC's Community safety Team be asked to attend the next meeting of the Committee to report on what action was being taken.

Action: Head of Community Services

Christmas had been very successful all round for Priory House. Mistletoe Magic had been well received, Christmas stock in the shop had sold very well, all four Pudding Nights held were fully booked and over 150 people had booked an Afternoon Christmas Tea. The Chairman thanked officers at Priory House for their hard work over Christmas and was very pleased with the trading figures.

8 GROVE CORNER AND COMMUNITY ENGAGEMENT

The Head of Community Services reported on recent attendance figures and activities at Grove Corner and reported on recent community engagement activities.

Senior numbers had dropped off dramatically as most of the previous users were too old to attend but Junior Youth Club still remained very popular with an average of 35 attending every session.

Dunstable Men in Sheds held its first AGM in December and had attended the Dunstable Craft Market where they had sold items for donations. Officers were due to meet with the group to discuss issues regarding space and toilet facilities.

9 OLDER PEOPLE'S DAY CARE SERVICE

The Head of Community Services reported on attendances, activities and outings for the Good Companions Club and the Creasey Park Community Football Centre Over 55s Lunch Club.

Users had attended a Christmas lunch in Pulloxhill. Transport that enabled the less mobile users as well was organised by Officers.

10 HERITAGE LOTTERY FUND FOR PRIORY HOUSE

The Town Clerk and Chief Executive presented a detailed report on the submission of a bid to the Heritage Lottery Townscape Fund by Central Bedfordshire Council which sought to restore the historic fabric of many of the country's town centres. In summary the bid was for funding to:

- Target improvements to properties along Middle Row in a similar way to the existing MTRF High Street Improvement Scheme.
- Redevelop Ashton Square into a more useable and vibrant area
- Contribute to remedial and conservation works to Priory House
- Carry out a range of associated community based projects

The total bid application was for approximately £1.77 million with a total project cost of approximately £3.77 million. Of the £1.77 million requested, £500,000 was earmarked for Priory House.

In order to evidence match funding and maximise the likelihood of being awarded a grant, the bid reflected a financial contribution of £250,000 from DTC.

RESOLVED: that this Committee recommend to Finance and General Purposes Committee that £250,000 be provisionally allocated from the Building Maintenance Reserve as part funding for remedial and conservation work to Priory House, subject to the successful bid for Heritage Lottery Townscape Funding.

11 REPORTS FROM OUTSIDE ORGANISATIONS

South Bedfordshire Dial-a-Ride:

Councillor Hollick reported that Dial-a-Ride had now moved into a cabin on the site of the Sea Cadets. They had also bought a new 16 seater bus with two more to be delivered in April. A tender bid for the contract in the Leighton Buzzard and Linslade area was due to be submitted.

Dunstable Town Band:

Councillor Sparrow reported that the Town Band had enjoyed playing at the Quadrant over Christmas and thanked DTC for the loan of the chairs. They already had 5 events booked in for 2018.

12 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: that, in view of the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting.

13 STAFFING ARRANGEMENTS AT PRIORY HOUSE

The Head of Community Services gave a verbal report to the Committee on current staffing matters at Priory House. As the Assistant Manager post was currently vacant, it gave officers the opportunity to review the staffing structure. Members considered an alternative structure that allowed more flexibility and cover.

RESOLVED: that the new structure be recommended to the Finance and General Purposes Committee.

DUNSTABLE TOWN COUNCIL

**MINUTES OF THE MEETING OF THE GROUNDS AND ENVIRONMENTAL SERVICES
COMMITTEE**

**HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH,
DUNSTABLE**

ON MONDAY 15 JANUARY 2018

Present: Councillors Gloria Martin (Town Mayor), John Kane (Deputy Town Mayor), Liz Jones (Chairman), Sid Abbott (Vice-Chairman), Lisa Bird, Jeannette Freeman, Peter Hollick, Ann Sparrow and Nigel Warren

In Attendance: Councillor Pat Staples; David Ashlee (Town Clerk and Chief Executive), John Crawley (Head of Grounds and Environmental Services), Kelley Hallam (Office Administrator) and James Slack (Sports and Leisure Facilities Manager)

Apologies: None

Public: Three

14 MINUTES

The minutes of the meeting of Grounds and Environmental Services Committee held on 13 November 2017 were approved as a correct record and signed by the Chairman.

15 SPECIFIC DECLARATIONS OF INTEREST

There were no specific declarations of interest.

16 PLANS-SUB COMMITTEE

RESOLVED: that the Minutes of the meetings of Plans Sub-Committee held on 14 November, 5 December 2017 and 2 January 2018 be received.

17 PRESENTATION FROM HOUGHTON REGIS DEVELOPMENT CONSORTIUM

The Committee received a presentation from representatives of the Houghton Regis Development Consortium giving an update on the Houghton Regis North Site 1 (HRN1) development and the Site Wide Masterplan.

The committee were reminded that the development would be a mix of uses including 5,150 homes, 3 primary schools, 1 high school and 1.25 million sqm of industrial space. The industrial space had already been bought by Lidl who planned to have it in use by 2020 and would create 1,000 jobs.

Public consultation on the HRN1 Site Wide Masterplan would be happening over the next couple of months after which it would be submitted to CBC's Planning Department.

Members gave their views and asked a number of questions regarding HRN1. Two members were formally invited to attend one of the official consultation dates to represent the Town Council.

18 BUDGET PROPOSALS

The Committee considered the comprehensive report of the Town Clerk and Chief Executive which provided detailed proposals for the Grounds and Environmental Services budget for 2018/19 and proposed fees and charges.

Part of the budget included a proposal to change staffing arrangements for CPCFC and the Splashside Café. Currently both facilities predominately used a workforce of casual staff but this arrangement had been problematic last summer and it was thought that now was the right time to establish permanent posts/hours.

The Committee received a summary of changes to savings, increased income targets and growth and it was noted that excluding staff costs the overall budget for Grounds and Environmental Services proposed a decrease of £4,825.

RESOLVED: i) that the Committee approve the draft Grounds and Environmental Services 2018/19 budget as presented, with no amendments or recommendations to the Finance and General Purposes Committee.

ii) that the Committee recommend to the Finance and General Purposes Committee the establishment of permanent staffing posts at Creasey Park Community Football Centre and the Splashside Café as set out in the accompanying report.

19 PRIORY GARDENS MANAGEMENT PLAN

The Head of Grounds and Environmental Services presented a comprehensive report that sought approval for the adoption of the 6-year action plan for Priory Gardens to support the application for Green Flag Status.

Priory Gardens first achieved Green Flag status in 2011 supported by a 5-year management plan. A new management plan was now required to support the application for continued Green Flag status, which must be in place before the Green Flag judging due later this year.

Members received the detailed action plan that was set out according to the Green Flag criteria and considered the objectives, actions and aspirations contained within it.

RESOLVED: that the 6-year action plan for Priory Gardens be adopted.

20 TOWN RANGER SERVICES UPDATE

The Head of Grounds and Environmental Services presented a comprehensive report that updated Members on the work of the Town Ranger and Town Centre Ranger services.

The Committee were updated on the wide range of services that the Rangers had provided as well as details on partnership working and community projects they had engaged with.

The Ranger Services had been well received by local residents and businesses and the decision to provide a dedicated town centre resource had had a very positive impact on the appearance of the town centre.

21 CREASEY PARK COMMUNITY FOOTBALL CENTRE

The Sports and Leisure Facilities Manager presented a detailed report on recent operations at the Centre including pitch and function hire and marketing.

Due to the bad weather in December, matches had to be cancelled on both the main and youth pitches for several days and the centre also closed. This would have a detrimental effect on income figures for December.

CBC had approved a list of equipment that fell under lifecycle replacement and had therefore agreed to fund £3,513 of new equipment that was their responsibility to replace.

The Committee received the profiled income and expenditure report as at the end of November 2017.

Members were informed that CBC's Adult Social Care department were hiring the Splashside Café once a week to open as a café to the general public. The café would be staffed by adults with learning disabilities with the aim of providing them with a range of vocational skills and to feel part of the local community.

Members raised concerns regarding the car park at Bennett Memorial Recreation Ground. It was felt that this was being abused by staff at the local doctor's surgery and school and complaints had been received by the public. It was requested that this be looked at by officers and deterrents be put in place before the re-opening of the Splash Park.

22 RECREATION GROUNDS, TOWN CENTRE GARDENS, CEMETERY AND ALLOTMENTS

The Head of Grounds and Environmental Services presented a detailed information report covering all areas of the Council's grounds maintenance responsibilities.

a) Recreation Grounds

The electricity supply to the lighting at Grove Skate Park was cut off during the demolition work of the Leisure Centre redevelopment. Officers had been working closely with CBC officers to reconnect the supply. The matter had not been straight forward but were advising that the matter was to be rectified within the coming months.

Central Bedfordshire Council had secured £184,000 Section 106 Community Facilities contribution from the Central Bedfordshire College housing development and had asked the Town Council to identify a suitable community project that met the Section 106 criteria. Officers suggested the creation of an adventure style play area

at Bennett Memorial Recreation Ground. CBC officers had welcomed the suggestion. Members were asked their views and to consider whether the Town Council should apply for the funding.

RESOLVED: that the Town Council apply for the £184,000 Section 106 contribution to create an adventure style play area at Bennett Memorial Recreation Ground.

b) Town Centre Area

The Friends of Priory House and Gardens would be launching a crowd funding campaign within the next couple of months to raise funds for the Dunstable War Memorial refurbishment.

c) Town Ranger Service

The Town Ranger activity had been discussed in full in an earlier report.

d) Dunstable Cemetery

Members received the burial figures for December 2017 and January 2018 to date along with the profiled income and expenditure figures as at the end of November 2017.

e) Allotments

There were currently 36 people on the waiting list which was comparable to figures reported to the Committee in November 2017. Members received the detail of the waiting list.

23 REPORTS FROM OUTSIDE ORGANISATIONS

CBC Development Management Committee:
Councillor Jones had nothing to report.

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF FINANCE AND GENERAL PURPOSES COMMITTEE

**HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH,
DUNSTABLE**

ON MONDAY 22 JANUARY 2018

Present: Councillors Gloria Martin (Town Mayor), John Chatterley (Vice-Chairman) (in the Chair), Sid Abbott, Eugene Ghent, Peter Hollick, , Liz Jones, Claire Meakins, Patricia Russell, Ann Sparrow, Pat Staples, and Nigel Warren

In Attendance: David Ashlee (Town Clerk and Chief Executive), and Rosemary O’Sullivan (Head of Finance and Support Services)

Apologies for Absence: Councillors John Kane (Deputy Town Mayor), Terry Colbourne and Anne Kennedy

Public Attendance: None

26 APPOINTMENT OF CHAIRMAN

RESOLVED: that Councillor Peter Hollick be appointed Chairman of this Committee for the remainder of the municipal year.

(Councillor Hollick took the Chair at this juncture.)

27 MINUTES

The minutes of the meeting of Finance and General Purposes Committee held on 2 November 2017 were approved as a correct record and signed by the Chairman.

28 SPECIFIC DECLARATIONS OF INTEREST

| Councillor | Interest | Agenda Item |
|------------------------|---------------------------------------|--------------------|
| Councillor Pat Staples | Pecuniary interest – Dunstable Market | As may arise |

29 BUDGET PROPOSALS 2018/19 AND TOWN COUNCIL PRECEPT 2018/19

The Town Clerk and Chief Executive presented a comprehensive report detailing budget proposals for 2018/19.

Members recalled that at the meeting of full Council in December, consideration had been given to budget proposals which accounted for increased revenue expenditure and identified revenue savings and additional income, including income from an increase in the tax base of 230 which was considerably lower than last year’s increase. The overall total had resulted in an anticipated deficit which would require an increase to the Band D council tax. Members had, however, resolved that the 2018/19 revenue budget should be set at a nil percent increase to the council tax charge and as a result a further briefing on the draft budget had been arranged.

At that briefing meeting it was agreed that a number of expenditure items be deleted from the draft budget, as now submitted, which resulted in a council tax charge at the existing rate of £175.21.

The Committee noted that Community Services Committee had recommended that £5,000 from the Town Centre Management budget for 2018/19 be allocated to the Dunstable Joint Committee.

Grounds and Environmental Services Committee had recommended changes to the Council's staffing establishment for Creasey Park Community Football Centre and Bennett's Splash and Splashside Café.

The overall budget for Finance and Support Services, excluding staffing costs, proposed an increase of £3,049. The main increases were £10,000 contribution to the election reserve and £4,000 allocation for the WW1 Beacon event, offset by savings within the Central Services and Corporate Management budgets.

The draft budget accounted for an annual pay award for all staff not on the 'Living Wage' of 2%. Members had previously been made aware that full details of the pay award were still emerging. Further details had now become available and Members were provided with the full detail from the National Employers for Local Government which showed that the 2% only related to spinal column points (SCP) 20 and above. SCPs 6 to 19 had been increased by considerably more than 2%. It was also noted that these proposals had not yet been agreed by the Unions. The Council employ a number of staff on SCP 19 and below and the impact of this additional increase to the wage bill for the revenue budget 2018/19 was £9,626 which was currently not budgeted for. Having already identified considerable efficiency savings in order to establish a budget predicated on a nil increase in the council tax charge, finding this additional sum of money was not straightforward without compromising existing service provision. Members therefore considered how this additional finance could be funded.

RECOMMENDED: i) that the following provision be removed from the draft budget:

| | |
|--|----------------|
| Allocation towards additional town centre toilet provision | £10,000 |
| Funding a loan from the Public Works Loan Board | £10,500 |
| Total | £20,500 |

ii) that in accordance with the above the Town Council does not take out a loan from the Public Works Loan Board and some of the proposed Corporate Plan capital programme previously agreed be suspended, with a revised programme being submitted to the next meeting of this Committee for consideration

iii) that the following provision be added/reinstated to the draft budget:

| | |
|---|----------------|
| Additional provision for 2018/19 salaries | £9,626 |
| Reinstate allocation to the Earmarked Reserves | £3,500 |
| Reinstate balance of loss of income from CAB rent (one quarter) | £7,374 |
| Total | £20,500 |

Members also noted that the information provided by the National Employers for Local Government included the pay offer for 2019/20 which as well as replicating the coming year's 2%, indicated that all SCPs from 28 and below would receive a greater than 2% pay award. As a result, staffing costs for 2019/20 were likely to increase more than for 2018/19. In addition, if the Council was unable to find a suitable tenant for the space currently occupied by the CAB, then this would result in a further reduction in income in 2019/20. It was also a possibility that the Dunstable tax base was likely to slow down over the next few years.

The report further detailed the Council's total debt and associated repayments, Council assets and income liabilities on the revenue budget which in terms of budget risk was the highest risk area. Members considered the annual loan repayments and whether there would be merit in settling some of the smaller loans to reduce expenditure in future years. It was therefore

RESOLVED: that full details of the Council's outstanding loans, including any premium for early settlement, be reported to a future meeting of this Committee for further consideration.

Action: Head of Finance and Support Services

The Town Clerk and Chief Executive provided a schedule of all current external contracts and associated contract values. The value of such contractual work, as now updated, was £367,158 per annum offset against the costs of delivering services, as detailed in the draft budget.

Members were of the view that in acknowledging the Council's growth and success over the past few years, there should now be a period of consolidation.

RECOMMENDED: i) that the proposed budget for 2018/19 be presented to Council for approval (as enclosed)

ii) that the Town Clerk and Chief Executive be authorised to incur the various items of expenditure detailed in the budget, subject to compliance with the requirements of the Council's Standing Orders and Financial Regulations

iii) that the revised scale of charges, set out in the report, be approved with effect from 1st April 2018 or the start of the 2018/19 winter playing season, as appropriate

iv) that, in consequence of the foregoing recommendations, the Town Council issue a precept upon Central Bedfordshire Council in the sum of £2,219,034, resulting in a Dunstable Town Council Tax (Band D) at the existing rate of £175.21.

Action: Town Clerk and Chief Executive

30 ACCOUNTS SUB-COMMITTEE

The Committee received the Minutes of the meetings of the Accounts Sub-Committee held on 22 November and 20 December 2017.

31 FINANCIAL MONITORING REPORT

The Head of Finance and Support Services presented a revenue budgetary control report for the period from 1 April to 31 December 2017. The summary of net expenditure showed a potential for an overall net revenue shortfall at the end of the financial year, attributable to the unbudgeted cost of forthcoming by-elections. The shortfall would have to be met from the General Reserve.

Members also noted the current balance of the Council's allocated reserves as at 31 December 2017 and an estimated end of year balance, having taken account of agreed/known commitments to date.

During consideration of this report, Councillor Sparrow raised her objections to the revised staffing establishment for Creasey Park Community Football Centre and Bennett's Splash and the Splashside Café. Considerable discussion ensued but as Councillor Ghent pointed out this was going back over the budget proposals which had already been agreed.

32 HERITAGE LOTTERY TOWNSCAPE FUND BID FOR PRIORY HOUSE

The Committee considered a recommendation from Community Services Committee that this Council agree to match funding to maximise the likelihood of a successful bid by Central Bedfordshire Council to the Heritage Lottery Townscape Fund.

RESOLVED: that the recommendation be adopted and £250,000 be provisionally allocated from the Building Maintenance Reserve as part funding for remedial and conservation work to Priory House, subject to the successful bid to the Heritage Lottery Townscape.

33 ANNUAL COUNCIL MEETING

Nominations for Town Mayor and Deputy Town Mayor

RESOLVED: that consideration of nominations for election to the office of Town Mayor and Deputy Town Mayor for the municipal year 2018/19 be deferred until the meeting of this Committee on 19 March 2018.

Venue - Members considered options for the venue for the Annual Council Meeting to be held on 21 May 2018. It was also suggested that exhibition material could be displayed at this event, possibly covering the High Street Improvement Scheme and the Dunstable in Bloom successes. This would be further explored.

RESOLVED: that the Annual Council Meeting be held at the Incuba Centre and the facility booking be confirmed accordingly.

Action: Head of Finance and Support Services

34 ANNUAL TOWN MEETING

Members considered the venue and arrangements for the Annual Town Meeting to be held on 16 April 2018. Due notice would be displayed on ward noticeboards as well as being publicised through social media.

RESOLVED: i) that the 2018 Town Meeting be held at Grove House
ii) that no presentation be included in this year's meeting.

35 REPRESENTATIVES ON OUTSIDE ORGANISATIONS

- a) CAB Management Committee – Councillor Meakins advised that the next meeting would be held on 1 February.
- b) DITA –Councillors Warren and Hollick reported on possible arrangements for the Citizens visit from Porz-am-Rhein over the weekend of 18 May. The Town Mayor advised that she was was keeping her diary clear until final arrangements were agreed. The Chairman of DITA would be advised to discuss with the Town Mayor the possibility of using Grove House to host a gathering on the Saturday.
- c) Hospice at Home – Councillor Jones reported on a successful 2/3 months of fund raising including the proceeds from the retiring collection from the pantomime season at Grove Theatre.
- d) Ashton Schools Foundation – Councillor Sparrow confirmed the two remaining schools as Ashton St Peter and Manshead. There had been a successful open day in the former Ashton School and Councillor Hollick confirmed that proceeds from the sale were being used for educational purposes and Ashton St Peter had benefited with the building of a new classroom. No date had been set for the next meeting.
- e) Ashton Almshouses – nothing to report.
- f) Chews Foundation – Councillor Chatterley advised that the services of a restoration expert had been employed. Applications for assistance with school uniforms were being processed. The next meeting would be held in June.
- g) Poors Land Charity – Councillor Staples advised that next month's meeting would consider the distribution of the Maundy money.

36 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: that, in view of the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting.

37 PRIORY HOUSE STAFFING

Members were aware that at the last meeting of the Community Service Committee, consideration had been given to staffing options at Priory House following the resignation of the Priory House Assistant Manager and had agreed to submit a proposal for determination by this Committee.

RESOLVED: that the proposed staffing arrangements as set out in the report be approved and officers be authorised to implement the staffing changes accordingly.

38 STAFFNG MATTERS

The Committee considered proposals for acting-up and honorarium payments.

RESOLVED: that acting-up and honorarium payments be awarded as set out in the report.

39 **APPEALS AND APPOINTMENTS SUB COMMITTEE**

In view of the apparent lack of correct adherence to Council policy and procedure, the Committee advised the Appeals and Appointments Sub Committee to reconvene and reconsider the issue of the Senior Management Team pay and conditions. As a result the resolution of the Appeals and Appointments Sub-Committee on 15 November 2017 was rescinded.

CENTRAL BEDFORDSHIRE COUNCIL
MINUTES OF THE MEETING OF DUNSTABLE JOINT COMMITTEE
HELD AT WATLING HOUSE, HIGH STREET NORTH, DUNSTABLE
ON THURSDAY 23 NOVEMBER 2017

Present: Councillors Carole Hegley (Chairman), John Chatterley, Eugene Ghent, Peter Hollick and Nigel Young (Central Bedfordshire Council, CBC). Liz Jones (Vice Chairman), John Kane, Gloria Martin, Pat Staples and Andy Whayman (Dunstable Town Council, DTC).

In Attendance: Hugh Garrod (Promoting Dunstable), Sharon Warboys (Town Centre Champion), Councillor Ann Sparrow (Dunstable in Bloom), Barry Groves (Central Bedfordshire College), John Gelder (Community Action Bedfordshire), Ed Harrison (Pride in Dunstable Business Group) and Tegan Ingram (Youth Parliament) with Peter Fraser – Head of Partnerships, Community Engagement and Youth Support, David Ashlee – Town Clerk and Chief Executive, Geraldine Davies (Principal Strategic Transport Officer), Lisa Wright (Senior Youth Worker)

Members of the public 14

MINUTES

The Minutes of the meeting of the Dunstable Joint Committee held on Thursday 21 September 2017 were approved as a correct record and signed by the Chairman.

MATTERS ARISING

Additional lighting in Middle Row: All electrical work in that area is being done as part of the works to refurbish 3 West Street. This project has been designed and includes external lighting as part of the package. In addition, soffit lighting will also be added to the shop fronts. The work is currently out to tender and due back in the first week of December. It is hoped that the works will commence in January 2018.

Tidy Tip opening date: Peter Fraser confirmed that information on the Council's website:<http://www.centralbedfordshire.gov.uk/waste/tidy-tips/redevelopment.aspx> currently states that the site will be open to the public in early 2018; officers have told him it will probably be early February.

A future themed discussion on crime: Police have confirmed their attendance at the next meeting to enable a broader discussion on crime in and around the town.

SPECIFIC DECLARATIONS OF INTEREST

Councillor Pat Staples declared a pecuniary interest regarding any issues to be discussed relating to Dunstable Market.

CHAIRMAN'S ANNOUNCEMENTS

The Chairman updated the meeting that there would be a change in administration arrangements for the Committee following the last meeting when the Town Council advised they could not continue to provide administrative support. Central Bedfordshire Council (CBC) would now manage this process. The Chairman gave an update on the project discussed at the previous meeting to promote the history and heritage of the town. CBC officers attended an event to consider re-introducing heritage and history onto the High Street and the history of Eleanor's cross.

ACTION: The Chairman to ask Jean Yates, representative for the Medieval Group, to come and present at the next meeting on 25 January 2018.

The Chairman stated that the review of the terms of reference for each of the four Joint Committees in Central Bedfordshire is ongoing and that each were now at the same stage in their discussions. Future discussions and updates would be shared with members.

PUBLIC QUESTION TIME

There were a number of questions from the public gallery regarding the future of the General Market in Dunstable. Local press and social media reports had incorrectly suggested that the Town Council was proposing to close the market and this was a cause of concern. It was also noted that the matter had previously been discussed at the Town Council's Finance and General Purposes Committee on Monday evening.

The Town Clerk and Chief Executive responded to the public questions and confirmed that the Town Council had not given up its Market Charter and was not intending to close the market. Instead, they had proposed that the regular market traders apply to Central Bedfordshire Council for a street trading license. In doing so this would ensure that a market would still take place in the Ashton Square and Middle Row area of the town.

A question was raised about the £610,000 Market Town Regeneration Fund (MTRF) and how much of that was being spent on regenerating the market. It was explained that the MTRF will be spent on a range of projects that may benefit the market, but none on the market itself.

Members of the public asked if they could have access to view the charter? The response was that the charter document itself is unlikely to still exist as it was issued hundreds of years ago. However, the rights associated with it have been held and enacted upon by relevant authorities, and these have now been passed on to the Town Council.

A request was made for one hours free parking in the town, as is available in nearby towns and the White Line Retail Park, to incentivise people to come into Dunstable. Cllr Nigel Young

highlighted the many places where there is short term on road and off-road FREE parking in and around the town centre.

The Chairman said she was saddened by the negative social media reports on the proposed 'closure' of the market, having initiated some promotional activities for the market through the Joint Committee and encouraged all parties to give the new arrangements a try and to work together on the future strategy for the market, to support and promote it.

Cllr Pat Staples said that the majority of market traders were in favour of the proposal and emphasised that the market will not shut.

THEMED DISCUSSION – HIGH STREET REGENERATION

Geraldine Davies, CBC's Principal Strategic Transport Officer, gave a presentation on the High Street Regeneration design proposals along with a colleague from Ringway Jacobs. A copy of the presentation is attached and information leaflets about the proposals will be available in libraries, the theatre and council offices. As a lot of the history of the town is unseen, a key feature of the design work is to enhance this, focussing on 12-13 areas.

Geraldine had been invited to a local meeting with historians, headed by Jean Yates from the Medieval Group, to investigate how the community could become involved in bringing some history and heritage into the High Street, engagement with this group would be ongoing.

Councillor Gloria Martin asked what would happen if the M1 closed between Junctions 11 and 9. The response was that all traffic would be diverted away from High Street. Signage is already in place to enforce a ban on lorries (except for deliveries) and Central Bedfordshire Council is looking into enforcement of this, including the use of ANPR cameras. Traffic would be diverted via the A5-M1 link road to Junction 11a, or if travelling from the south traffic would turn right at the crossroads towards Junction 11. Most of the signage is in place, but not quite all yet.

A question was raised about how young people could be engaged in the design. Geraldine said that the team propose to work with Central Bedfordshire College to seek opinions on the design proposals. The Chairman requested that Upper Schools are also engaged.

ACTION: Geraldine Davies to contact the College and to liaise with Lisa Wright, Senior Youth Worker at CBC.

With only two lanes along the High Street, will there be provision for buses to drop off passengers? Buses will continue to stop on the High Street. Options are being looked at. The emergency services will also be consulted as a key stakeholder.

Cllr Peter Hollick suggested a crossing between the existing one and Eleanor's Cross to allow ease of access between different shopping sectors.

In response to a question, Geraldine confirmed that the railings on the High Street will be removed as part of the first phase and that the details will be discussed with the Town Council.

ACTION: Geraldine to discuss with John Crawley.

It was pointed out that Dunstable in Bloom need to order flowers now to be ready for the summer. A concern was raised about where the flower displays in the town centre would go if the railings were removed. Could consideration be made for hanging baskets and flower beds? If the gateways are to go ahead, Dunstable in Bloom would like to add a blaze of colour at each one during the summer period and then winter bedding.

ACTION: Geraldine Davies to discuss with John Crawley

REPORTS FROM COOPTED OUTSIDE BODIES

Dunstable in Bloom:

The theme for the Royal Horticultural Society, and therefore Dunstable In Bloom, in 2018 is "Remembrance and Peace" to commemorate the centenary of the end of WW1.

ACTION: Sharon Warboys to put a post on the Facebook page.

There is a new project being organised by the Open University in the Eastern area called Orchards East and this is to discover, save and regenerate old fruit trees and orchards. Dunstable in Bloom are going to be involved and are asking anyone who can help to contact them or Steve Halton at CBC who is leading on this in our area.

CENTRAL BEDFORDSHIRE COUNCIL – UPDATE ON SERVICES

Peter Fraser talked through the paper updating members on CBC activity in and around the town. Comments were made from members about the number of CCTV incidents reported and the contrasting low number of arrests made. This could be discussed in more detailed as part of the themed discussion for the next meeting.

It was noted that a further two requests had been received for the S106 Community Grant Fund. Members were concerned that the request from the Priory Church for a contribution towards a £500k project would take up all of the remaining funding. Members were keen to support but with a revised consideration.

ACTION: Peter Fraser to discuss with the Church representatives.

In response to a question, Cllr Nigel Young explained that S106 is strictly controlled by legislation and that CBC is requesting that all CBC Councillors are engaged with their relevant town and parish councils for proposals of spend. The Chairman indicated that the Joint Committee could be an ideal forum to consider future S106 projects and spending proposals for Dunstable. Where a development is happening, Ward Members should identify specific projects that S106 funding could be used for to mitigate the impact of development in the area.

DUNSTABLE TOWN COUNCIL – UPDATE ON SERVICES

The Town Clerk and Chief Executive talked members through the paper updating members on the Town Council's key activities in the town; drawing attention again on plans for the future of the General Market.