

Dunstable Town Council
Grove House
76 High Street North
Dunstable
Bedfordshire
LU6 1NF

Tel: 01582 513000
Fax: 01582 890606
E-mail: info@dunstable.gov.uk
Website: www.dunstable.gov.uk



DUNSTABLE
TOWN COUNCIL

David Ashlee Town Clerk and Chief Executive

Your Ref

Our Ref: RGS/MM/C1.2

5 May 2017

Dear Councillor

You are hereby summoned to attend the Annual Meeting of Dunstable Town Council which will be held at **All Saints Academy, Houghton Road, Dunstable, LU5 5AB** on **Monday 15 May 2017** at **7.30 pm** when the following business will be transacted:

AGENDA

1. To elect a Town Mayor for the ensuing year.

Councillor Colbourne will propose and Councillor Jones will second

"That Councillor Gloria Martin be and is hereby elected Town Mayor of Dunstable for the ensuing Municipal Year."

2. The newly elected Town Mayor will make the Declaration of Acceptance of Office and address the Council.
3. Councillor Chatterley will propose and Councillor Ghent will second

"That this Council tender to Councillor Peter Hollick their sincere thanks for the courteous, efficient and admirable manner in which he has discharged the important and exacting duties of the Office of Town Mayor of Dunstable during the Municipal Year ended 15 May 2017."

The immediate Past Town Mayor will reply.

4. Specific Declarations of Interest.
5. Apologies for Absence.

Cont/d ...

6. To appoint a Deputy Town Mayor for the ensuing year.

Councillor Staples will propose and Councillor Bird will second

"That Councillor John Kane be and is hereby elected Deputy Town Mayor of Dunstable for the ensuing Municipal Year."

7. The newly appointed Deputy Town Mayor will make the Declaration of Acceptance of Office.
8. To note the appointment of Reverend Nina Johnson as the Town Mayor's Chaplain for the ensuing Municipal Year.
9. To select members to serve on Standing Committees and Sub-Committees of the Council for the Municipal Year 2017/2018.

Finance and General Purposes Committee

Town Mayor and Deputy Town Mayor (ex-officio), Councillors Abbott, Chatterley, Colbourne, Ghent, Hollick, Jones, Meakins-Jell, Moffatt, Russell, Sparrow, Staples, Tookey, Warren and Whayman

Grounds and Environmental Services Committee

Town Mayor and Deputy Town Mayor (ex-officio), Councillors Abbott, Bird, Castle, Elliott, Freeman, Hollick, Jones, Moffatt, Simmons, Sparrow, Warren and Whayman

Community Services Committee

Town Mayor and Deputy Town Mayor (ex-officio), Councillors Bird, Castle, Chatterley, Colbourne, Elliott, Freeman, Ghent, Meakins-Jell, Russell, Simmons, Staples and Tookey

Dunstable Joint Committee

Town Mayor, Deputy Town Mayor and Chairmen of three Standing Committees (Named substitutes: Vice-Chairmen of the three Standing Committees)

Personnel Sub-Committee

Councillors Hollick, Jones, Kane, Martin, Meakins-Jell, Staples and Whayman

Accounts Sub-Committee

Councillors Colbourne, Kane, Warren & Whayman

RGS/MM/C1.2
5 May 2017

Plans Sub-Committee

Councillors Abbott, Elliott, Jones, Meakins-Jell, Moffatt, Staples and Whayman

Appeals and Appointments Committee

Town Mayor, Chairmen of the three Standing Committees and Vice-Chairman of Finance and General Purposes Committee

The Town Mayor will invite the Members of the three Standing Committees in turn to appoint their Chairman and Vice-Chairman for the ensuing Municipal Year.

10. To approve as a correct record the Minutes of the meeting of the Council held on 24 April 2017 (copy enclosed).
11. Chairman's Remarks.
12. To select representatives to serve on outside organisations, etc.

Body

Representative

Observer at Development Committee (Central Beds)	Cllr Jones (named substitute Cllr Warren)
Dunstable International Town Twinning Assoc.	Town Mayor and Cllr Warren
South Beds Dial-a-Ride Management Cttee	Cllr Hollick
CAB Management Committee	Cllr Meakins-Jell
Hospice at Home Management Cttee	Cllr Jones
Dunstable Concert Ensemble	Town Mayor and Deputy Town Mayor
Dunstable Town Band	Cllr Sparrow
Dunstable District Scout Council Executive	Cllr Staples
Ashton Schools Foundation	Cllr Sparrow and Whayman (4 year term of office until June 2020)
Ashton Almshouses Charity	Cllr Russell and Staples (4 year term of office until May 2019)

Cont/d ...

RGS/MM/C1.2
5 May 2017

Chews Foundation	Cllr Chatterley and Cannon T Beaumont (4 year term of office until May 2018)
Poor's Land Charity	Cllrs Hollick and Staples (4 year term of office until May 2019)
Lockington Charity	Mr T Owens and Mr J Bradley (4 year term of office until January 2020)
Marshe Charity	Mr T Owens and Mr J Bradley (term of office as Lockington)

13. Disclosable Pecuniary Interests – Dispensations

- Dispensation request for all members relating to decision making on the Council's revenue and capital budget and associated precept and council tax charge
- Dispensation request for all town council members that are also members of Central Bedfordshire Council and decision making that relates to the two Councils

14. To answer questions under Standing Order 16 (if any).

Yours faithfully

David Ashlee
Town Clerk and Chief Executive

To: All Members of Dunstable Town Council
cc: 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 24 APRIL 2017

Present: Councillors Peter Hollick (Town Mayor), Gloria Martin (Deputy Town Mayor), Sid Abbott, Lisa Bird, Jessica Castle, John Chatterley, Terry Colbourne, Steve Elliott, Jeannette Freeman, Eugene Ghent, Liz Jones, John Kane, Des Moffatt, Patricia Russell, Emma Simmons, Ann Sparrow, Pat Staples, William Tookey, Nigel Warren and Andy Whayman

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), Michele Markus (Mayoral and Democratic Services Officer) and Revd Richard Andrews (Town Mayor's Chaplain)

Apologies for Absence: Councillor Claire Meakins-Jell

Public Attendance: 3

81 MINUTES

The Minutes of the meeting of the Council held on 6 February 2017 were approved as a correct record and signed by the Town Mayor.

82 SPECIFIC DECLARATIONS OF INTEREST

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

83 TOWN MAYOR'S REMARKS

The Town Mayor referred to the report detailing his attendances at events since the last meeting of the Council up to 7 April 2017. He was particularly pleased with the success of his Charity Dinner held at Central Bedfordshire College which had been enjoyed by 122 guests. He also thanked those who had been able to attend his Civic Service on 19 March and appreciated the excellent representation from the cadets of the three uniformed services.

The Town Mayor had attended a further 10 events and had been privileged to be in the line-up to meet HRH Queen Elizabeth and the Duke of Edinburgh on their visit to Dunstable on 11 April to officially open Priory View. He had also met with the High Commissioner of Sri Lanka at the launch of the Tea Exhibition at Priory House on 19 April. The High Commissioner had been unable to stay beyond the opening but would be making a return visit to spend time at the exhibition, which the Mayor encouraged all to visit.

The Town Mayor had also been pleased to perform the official opening of another new business in the town as well as a re-opening following refurbishment. He had also attended a high tea in celebration of the 10th anniversary of Grove Theatre.

Saturday 22 April the first of the Town Council's events programme, celebrating St George's Day, which had been well attended.

The Mayor had another 9 dates in the diary before 15 May, the end of his term of office, and he would continue to promote the town at these events. He thanked all those who had managed to contribute to all the events held during his mayoral year.

84 PUBLIC QUESTION TIME

There were no questions put to the meeting.

85 QUESTIONS UNDER STANDING ORDER 16

There were no questions put to the meeting.

86 DUNSTABLE JOINT COMMITTEE

RESOLVED: that the Minutes of the meeting of the Dunstable Joint Committee held on 2 March 2017 be received.

87 COMMUNITY SERVICES COMMITTEE

a) Events and Marketing (Minute 53/2017)

Councillor Liz Jones, complimented the April edition of Talk of the Town, which was full of information and included detail of events going on in the town.

b) Beer Festival

In answer to a question from Councillor Abbott, the dates of the Beer Festival were confirmed as 17-19 August, as detailed in the Talk of the Town.

RESOLVED: that, subject to the foregoing, the Minutes of the meeting of the Community Services Committee held on 6 March 2017 be received

88 GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE

a) Splashpark (Minute 65/2017)

Members were advised that works were on track on the Splashpark for an anticipated opening in June.

b) New Entrance Features for Priory Gardens (Minute 66c/2017)

In answer to a question from Councillor Colbourne, the Chairman, Councillor Jones, advised that there were restrictions on the type of design that could be approved for the High Street South entrance to Priory Gardens. Once finalised, Members would receive the detail.

c) Enhanced Town Centre Cleansing (Minute 66a/2017)

Members praised the success of the Town Centre Cleansing Service and the Rangers' response times to clean up requests, the results of which were evident.

d) Dunstable War Memorial

Councillor Sparrow referred to a recent meeting of Promoting Dunstable at which the refurbishment of the war memorial in Priory Gardens was discussed. The group had asked whether consideration could be given to take the opportunity to add names when the memorial was refurbished. She also advised that the History Society were researching names understood to have been left off. The Chairman advised that a report would be submitted to a future meeting of Grounds and Environmental Services Committee with proposals. Councillor Colbourne suggested that a combined services insignia could be displayed on a plaque to commemorate those who have fallen in all conflicts.

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

89 FINANCE AND GENERAL PURPOSES COMMITTEE

a) Ashton Schools Foundation (Minute 78d/2017)

Councillor Sparrow advised that the sale of Ashton School site had now been completed.

b) Ashton Almshouses (Minute 78e/2017)

Councillor Russell advised that an annual review was due on 27 April but she was pleased to confirm that all apartments were now occupied.

c) Appeals and Appointments Sub-Committee

In answer to a question from Councillor Whayman, the Town Clerk and Chief Executive advised that the minutes from the meeting of the Appeals and Appointments Sub-Committee held on 20 March would be presented to the next meeting of Finance and General Purposes Committee.

d) Minutes

RESOLVED: that, subject to the foregoing, the Minutes of the meetings of the Finance and General Purposes Committee held 27 February and 20 March 2017 be received and the recommendations contained therein be adopted.

90 TOWN MEETING

The Council noted the minutes of the Town Meeting held on 3 April 2017. Councillor Sparrow was of the opinion that Creasey Park Community Football Centre was not the best venue for the meeting and asked that a more central location be considered for next year's meeting.