

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

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

ON MONDAY 6 FEBRUARY 2017

Present: Councillors Peter Hollick (Town Mayor), Gloria Martin (Deputy Town Mayor), Sid Abbott, Lisa Bird, John Chatterley, Jessica Castle, Terry Colbourne, Steve Elliott, Jeannette Freeman, Eugene Ghent, Liz Jones, John Kane, Claire Meakins-Jell, Des Moffatt, Ann Sparrow, Pat Staples, 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: Councillors P Russell and E Simmons

Public Attendance: 3

36 MINUTES

The Minutes of the meeting of the Council held on 5 December 2016 were approved as a correct record and signed by the Town Mayor.

37 SPECIFIC DECLARATIONS OF INTEREST

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

38 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 21 December 2016 and he referred to his attendance at a School's Music Night at St George's School, Harpenden and a Holocaust Memorial Day Service at the Civic Offices in Milton Keynes. The Deputy Town Mayor had also attended a Holocaust Memorial Day Service at the University of Bedfordshire in Luton.

39 PUBLIC QUESTION TIME

There were no questions put to the meeting.

40 QUESTIONS UNDER STANDING ORDER 16

There were no questions put to the meeting.

41 COMMUNITY SERVICES COMMITTEE

RESOLVED: that the Minutes of the meeting of the Community Services Committee held on 9 January 2017 be received

42 GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE

RESOLVED: that the Minutes of the meeting of the Grounds and Environmental Services Committee held on 16 January 2017 be received.

43 FINANCE AND GENERAL PURPOSES COMMITTEE

a) Budget Proposals 2017/18 and Town Council Precept 2017/18 (Minute 26/2016)

The Chairman of Finance and General Purposes Committee, Councillor John Kane, was pleased to move that the budget recommended be adopted.

He thanked his fellow Chairmen, the Mayor and all Councillors for their support over the past 12 months and also thanked all officers of the Council for their continued hard work which had resulted in the success achieved over the last 12 months.

The Chairman advised that the budget being recommended would ensure that the Council continues to grow and prosper primarily as a result of its achievements with the Market Town Regeneration Fund. He was delighted to be able to present a budget that meant the Council would be doing even more for the residents of Dunstable at a nil percent increase in the council tax charge. This has been made possible, not just as a result of the increase to Dunstable's tax base, but because the Council's finances continued to be well managed which was testament to the hard work and creativity of the senior management team and he thanked them for their ongoing work in making sure that the Council continues to deliver high quality, value for money services for the residents of Dunstable.

2016/17 had been an excellent year for the Council. A new Corporate Plan was adopted at the end of last year setting out the Council's plans for the next three years. This plan had been enhanced by the Council securing £610,000 of external funding through the Market Town Regeneration Fund that had already led to the launching of a new Town Centre Ranger scheme; starting the feasibility study at Priory House; installation of new architectural lighting to 3 town centre buildings and the commissioning of the new splash park and associated cafeteria at Bennett Memorial Recreation Ground.

The Council's service provision also continued to improve. More gold medals were secured through the Dunstable in Bloom campaign; Green Flags were kept for Grove House and Priory Gardens; the new kitchen extension at Creasey Park was underway and a new enhanced Christmas activity programme was also delivered. In addition, the Council had also hosted the 'Best Practice' visit from the National Association of Local Councils last July which gained more national recognition for the work of the Council.

It was proposed, seconded and

RESOLVED: i) that the budget for 2017/18, as recommended by Finance and General Purposes Committee, be approved

ii) that the Town Clerk and Chief Executive be authorised to incur the various items of expenditure detailed in the budgets, 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 2017 or the start of the 2017/18 winter playing season, as appropriate

iv) that the Town Council issue a precept upon Central Bedfordshire Council in the sum of £2,178,736 resulting in a Band D Dunstable Town Council Tax of £175.21

Action: Town Clerk and Chief Executive

b) Minutes

RESOLVED: that, subject to the foregoing, the Minutes of the meeting of the Finance and General Purposes Committee held 23 January 2017 be received and the recommendations contained therein be adopted.

44 DUNSTABLE JOINT COMMITTEE

RESOLVED: that the Minutes of the meeting of the Dunstable Joint Committee held on 8 December 2016 be received.

45 INVESTORS IN PEOPLE – VALUES AND BEHAVIOURS

Before the start of the meeting, the Town Clerk and Chief Executive had given a presentation prepared by the IIP Assessor, explaining the process that had been undertaken by staff to develop the Values and Behaviours as now submitted which would form an important part of future recruitment, induction and appraisal processes, to be embedded into the working culture of the organisation.

RESOLVED: that the Values and Behaviours be adopted as part of the Council's overall employment practices (see Appendix 1).

DUNSTABLE TOWN COUNCIL
IIP – Values & Behaviours

RESPECT

- Value your colleagues, at all levels, in all service areas
- Offer and be open to support
- Have confidence to challenge appropriately
- Display empathy through consideration and understanding
- Exhibit ethical and social responsibility

COMMUNICATION

- Be an active listener
- Clear and consistent -clarity
- Measured and appropriate
- Regular and professional
- Ensure it's timely, planning ahead and be aware of effects

HONESTY & TRUST

- Be a role model
- Be empowered, with confidence of support to deliver
- Take ownership, hold your hands up and take responsibility
- Be valued, don't doubt your own value

TEAMWORK

- Be adaptable, flexible and approachable to work together
- Support your colleagues in all service areas
- Be positive, proactive and use your initiative
- Understand workloads, prioritise your own – the common goal
- Encourage cross department working

PRIDE

- Have a 'can do' attitude
- Always strive for success, want to achieve
- Praise and show recognition to colleagues - Job Well Done
- Say thank you
- Lead by example
- Understand your worth within the organisation – 'the bigger picture' – we all play a part