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DUNSTABLE
TOWN COUNCIL

David Ashlee Town Clerk and Chief Executive

Your Ref

Our Ref: DA/RGS/C2

Date: 12 September 2017

Dear Councillor

Could you please note that a meeting of the Finance and General Purposes Committee will be held on **Monday 18 September 2017 at 7.00 pm**, at the Council Chamber, Grove House, 76 High Street North, Dunstable, when the following business will be transacted.

AGENDA

1. Apologies for Absence.
2. To approve the Minutes of the Meetings of Finance and General Purposes Committee held on 19 June 2017 (copy previously circulated).
3. Specific Declarations of Interest.
4. Accounts – to receive the Minutes of the meetings of Accounts Sub-Committee held on 21 June, 19 July and 23 August 2017 (see page 1). (The full schedule of accounts approved at these meetings will be on the table for inspection by Members.)
6. Personnel Sub-Committee – to receive the minutes of the meeting held on 27 July 2017, see page 8.
7. Financial Monitoring Report — to follow
8. Grove House Gardens Outbuildings – see page 10.
9. Land at White Lion Busway Stop – see page 14.
10. Corporate Plan Capital Programme – see page 17.

Cont/d ...

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11. Dunstable Truck Convoy – see page 25.
12. Market Town Regeneration Fund Update on Projects Relating to this Committee – see page 27.
13. Representatives on Outside Organisations - to receive reports from representatives on the following outside organisations

CAB Management Committee – Councillor Meakins
Dunstable International Town Twinning Association – Councillors Martin and Warren
Hospice at Home Management Committee – Councillor Jones
Ashton Schools Foundation – Councillors Sparrow and Whayman
Ashton Almshouses Charity – Councillors Russell and Staples
Chews Foundation – Councillor Chatterley
Poor's Land Charity – Councillors Hollick and Staples

NB: Those Members who are not members of this Committee but are representatives of organisations reporting thereto are reminded to provide a report in time for the meeting.

Yours faithfully

David Ashlee
Town Clerk and Chief Executive

To: All Members of Finance and General Purposes Committee:
Councillors Gloria Martin (Town Mayor); John Kane (Deputy Town Mayor); Andy Whayman (Chairman); John Chatterley (Vice-Chairman); Sid Abbott, Terry Colbourne, Eugene Ghent, Peter Hollick, Liz Jones, Claire Meakins, Des Moffatt, Patricia Russell, Ann Sparrow, Pat Staples and Nigel Warren and other Members of the Council for information.

DUNSTABLE TOWN COUNCIL

MINUTES OF ACCOUNTS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON WEDNESDAY 21 JUNE 2017

Present: Councillors Andy Whayman (Chairman), Nigel Warren (Vice-Chairman), Terry Colbourne and John Kane with Lisa Scheder (Finance Officer)

1. PAYMENT OF ACCOUNTS

The Finance Officer presented the supporting documentation for consideration in approving the payment of accounts, including the detailed Purchase Ledger Daybook of invoices received in the relevant period, the detailed schedule of Purchase Ledger Cheque, Direct Debit and BACS payments, a spreadsheet reconciling invoices received as per the Purchase Ledger and payments made against them.

Detail of all payroll costs for the previous month, including net salaries paid directly by BACS and payments to HMRC, Bedfordshire Pension Fund and Unions were included with a separate audit trail.

The Finance Officer provided further detailed information in regard to particular invoices queried by the Sub-Committee.

RESOLVED: i) that the schedule of accounts for the period 24 May to 20 June 2017 be approved for payment (see Appendix 1)

ii) that Councillors' action in authorising prior payments by BACS and Bankline as detailed on the schedule be confirmed

iii) that cheque numbers 26255, 26264 and 26292 be confirmed as cancelled

2. BANK RECONCILIATIONS

In accordance with Financial Regulations, the Sub-Committee verified the bank reconciliations for all accounts as at 31 May 2017 and the Chairman signed the bank statements accordingly.

3. INCOME AND EXPENDITURE

The Sub-Committee received the Income and Expenditure report as at 31 May 2017 which had also been circulated to all members of the Council.

ACCOUNTS SCHEDULED FOR PAYMENT 24TH MAY TO 20TH JUNE 2017

Invoices received as per Purchase Ledger Daybooks (Pages 2237 - 2258) (Pages 2237, 2244 & 2256 = correction pages)	£326,338.62	<u>£326,338.62</u>
CHEQUE PAYMENTS		
Cheque payments against invoices (Pages 5477 - 5479) Cheque Nos. 26313 - 26327	£14,951.98	<u>£14,951.98</u>
30.05.17 - Confirmation Cheque No. 26312 - Central Bedfordshire Council (Page 5448)	£112.00	
08.06.17 - Cancelled Cheque No. 26264 - Indigenous People - re-issued via Bankline below (p/of Page 5453)	-£1,000.00	
08.06.17 - Cancelled Cheque No. 26292 - Miss R Kaur - re-issued via Bankline below (p/of Page 5453)	-£55.00	
21.06.17 - Cancelled Cheque No. 26255 - Care Entertainment - re-issued by cheque above (Page 5476)	-£120.00	
		<u>-£1,063.00</u>
BANKLINE PAYMENTS		
Bankline payments against invoices - Suppliers A-D (Pages 5456 - 5460)	£121,832.13	
Bankline payments against invoices - Suppliers E-H (Pages 5461 - 5463)	£12,828.71	
Bankline payments against invoices - Suppliers I-L (Pages 5464 - 5465)	£4,260.06	
Bankline payments against invoices - Suppliers M-P (Pages 5466 - 5469)	£25,361.05	
Bankline payments against invoices - Suppliers Q-T (Pages 5470 - 5473)	£17,940.95	
Bankline payments against invoices - Suppliers U-Z (Page 5474 - 5475)	£3,136.51	
		<u>£185,359.41</u>
08.06.17 Confirmation Bankline Payment - Indigenous People (p/of Page 5454)	£1,000.00	
08.06.17 Confirmation Bankline Payment - Miss R Kaur (p/of Page 5454)	£55.00	
08.06.17 Confirmation Bankline Payment - Kingcombe Aquacare (p/of Page 5454)	£95,352.46	
08.06.17 Confirmation Bankline Payment - Grant O'Sullivan (p/of Page 5454)	£2,682.00	
		<u>£99,089.46</u>
DIRECT DEBIT PAYMENTS		
Payments Due by Direct Debit (P/of Page 2239, 2248 - 2249 & 2257 - 2258)	£24,152.04	
Payments entered in current month now paid (P/of Pages 5451 - 5452 & Page 5455) Pages 5445 - 5446 & 5449 - 5450 relate to last months direct debits/credits due now paid/received (Page 5447 = correction/clearing page)	£3,848.73	
		<u>£28,000.77</u>
SUB TOTAL		<u>£326,338.62</u>
CASHBOOK PAYMENTS		
26.05.17 - Confirmation BACS - May Payroll	£81,450.81	
08.06.17 - Confirmation Bankline Payments - May Payroll Expenses	£48,725.71	
08.06.17 - Confirmation Bankline Payment- Wider Plan - June Childcare Vouchers	£723.04	
		<u>£130,899.56</u>
31.05.17 - Natwest - Bank Charges - May	£140.90	
15.06.17 - Natwest - Bankline Charges - May	£74.40	
		<u>£215.30</u>
CASH CHEQUE PAYMENT		
Cash Cheque - Grove Corner Petty Cash Reimbursement	£27.46	
Cash Cheque - Young Peoples Activities - Petty Cash - Love Parks Week	£75.00	
Cash Cheque - OPDCS Petty Cash Reimbursement	£30.00	
Cash Cheque - OPDCS Petty Cash - Trip 10.07.17	£82.00	
Cash Cheque - CPCFC Petty Cash Reimbursement	£125.43	
Cash Cheque - Splashside Café Start Up Float & Petty Cash	£700.00	
Cash Cheque - Priory House Petty Cash Reimbursement	£93.20	
Cash Cheque - Priory House - Priory Pictures Float	£400.00	
Cash Cheque - Grove House Petty Cash Reimbursement	£31.19	
Cash Cheque - Events Petty Cash - Party In The Park	£250.00	
Cash Cheque - Quarterly Staff Award	£100.00	
21.06.17 Cash Cheque No. 26329 for the above (Cheque No. 26328 = void/destroyed)		<u>£1,914.28</u>
TOTAL PAYMENTS FOR PERIOD 24TH MAY TO 20TH JUNE 2017		<u>£459,367.76</u>

DUNSTABLE TOWN COUNCIL

MINUTES OF ACCOUNTS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON WEDNESDAY 19 JULY 2017

Present: Councillors Andy Whayman (Chairman), Nigel Warren (Vice-Chairman), Terry Colbourne and Gloria Martin with Rosemary O'Sullivan (Head of Finance and Support Services)

Apologies for Absence: Councillor John Kane (for whom Councillor Martin substituted)

1. PAYMENT OF ACCOUNTS

The Head of Finance and Support Services presented the supporting documentation for consideration in approving the schedule of accounts for payment, including the detailed Purchase Ledger Daybook of invoices received in the relevant period, the detailed schedule of Purchase Ledger Cheque, Direct Debit and BACS payments, a spreadsheet reconciling invoices received as per the Purchase Ledger and payments made against them.

Detail of all payroll costs for the previous month, including net salaries paid directly by BACS and payments to HMRC, Bedfordshire Pension Fund and Unions were included with a separate audit trail.

The Head of Finance and Support Services provided further detailed information in regard to particular invoices queried by the Sub-Committee.

- RESOLVED:** i) that the schedule of accounts processed for payment for the period 21 June to 18 July 2017 be approved (see Appendix 1)
- ii) that Councillors' action in authorising prior payments by BACS and Bankline as detailed on the schedule be confirmed
- iii) that cheque number 26324 be confirmed as cancelled.

2. BANK RECONCILIATIONS

In accordance with Financial Regulations, the Sub-Committee verified the bank reconciliations for all accounts as at 30 June 2017 and the Chairman signed the bank statements accordingly.

3. INCOME AND EXPENDITURE

The Sub-Committee received the Income and Expenditure report as at 30 June 2017 which had also been circulated to all members of the Council.

Members noted variances against budget for the period and the explanations therefor. Further detailed information would be provided to the next meeting of the Sub-Committee in respect of the high percentage variance for waste disposal at all sites.

ACCOUNTS SCHEDULED FOR PAYMENT 21ST JUNE TO 18TH JULY 2017

Invoices received as per Purchase Ledger Daybooks (Pages 2261 - 2280) (Pages 2275 & 2280 = correction pages)	£113,166.74	<u>£113,166.74</u>
CHEQUE PAYMENTS		
Cheque payments against invoices (Pages 5493 - 5495 & 5497) Cheque Nos. 26330 - 26345 (Page 5496 = correction page)	£6,288.02	<u>£6,288.02</u>
14.07.17 Cancelled Cheque No. 26324 - Magic Dave (Page 5492) (Re-issued above)	-£300.00	<u>-£300.00</u>
BANKLINE PAYMENTS		
Bankline payments against invoices - Suppliers A-D (Pages 5498 - 5502)	£32,779.59	
Bankline payments against invoices - Suppliers E-H (Pages 5503 - 5505)	£16,165.75	
Bankline payments against invoices - Suppliers I-L (P/of Pages 5506 - 5507)	£4,415.22	
Bankline payments against invoices - Payroll (P/of Pages 5506 - 5507)	£723.04	
Bankline payments against invoices - Suppliers M-P (Pages 5508 - 5510)	£12,455.72	
Bankline payments against invoices - Suppliers Q-T (Pages 5511 - 5513)	£12,861.15	
Bankline payments against invoices - Suppliers U-Z (Pages 5514 - 5516)	£6,645.06	<u>£86,045.53</u>
27.06.17 Confirmation Bankline Payment - Rothery Artist Management (Page 5489)	£4,320.00	<u>£4,320.00</u>
DIRECT DEBIT PAYMENTS		
Payments Due by Direct Debit (P/of Page 2267 & 2272 - 2274)	£15,621.26	
Payments entered in current month now paid (P/of Page 5487, 5488 & p/of 5490 - 5491)	£1,191.93	
Pages 5480 - 5486, p/of 5487, 5490 - 5491 relate to last months direct debits/credits due now paid/received		<u>£16,813.19</u>
	SUB TOTAL	£113,166.74
CASHBOOK PAYMENTS		
27.06.17 - Confirmation BACS - June Payroll	£80,920.82	
10.07.17 - Confirmation Bankline Payments - June Payroll Expenses	£48,015.31	<u>£128,936.13</u>
30.06.17 - Natwest - Bank Charges - June	£159.31	
15.07.17 - Natwest - Bankline Charges - June	£75.10	<u>£234.41</u>
CASH CHEQUE PAYMENT		
Cash Cheque - Grove Corner Petty Cash Reimbursement	£32.91	
Cash Cheque - Young Peoples Activities - Petty Cash - Summer Activities	£200.00	
Cash Cheque - OPDCS Petty Cash Reimbursement	£30.00	
Cash Cheque - OPDCS Petty Cash - Summer Activities	£120.00	
Cash Cheque - CPCFC Petty Cash Reimbursement	£78.43	
Cash Cheque - Splashside Petty Cash Reimbursement	£48.05	
Cash Cheque - Priory House Petty Cash Reimbursement	£100.96	
Cash Cheque - Priory House - Priory Pictures Float	£400.00	
Cash Cheque - Grove House Petty Cash Reimbursement	£115.80	
Cash Cheque - Long Term Service Award	£150.00	<u>£1,276.15</u>
19.07.17 Cash Cheque No. 26346 for the above		
Cash Cheque - Events Petty Cash & Float - Beer Festival	£2,000.00	
19.07.17 Cash Cheque No. 26347 for the above		<u>£2,000.00</u>
TOTAL PAYMENTS FOR PERIOD 21ST JUNE TO 18TH JULY 2017		£245,613.43

DUNSTABLE TOWN COUNCIL

MINUTES OF ACCOUNTS SUB-COMMITTEE

HELD AT GROVE HOUSE, 76 HIGH STREET NORTH, DUNSTABLE

ON WEDNESDAY 23 AUGUST 2017

Present: Councillors Nigel Warren (Vice-Chairman) (in the Chair), Terry Colbourne and John Kane with Lisa Scheder (Finance Officer)

Apologies for Absence: Councillor Andy Whayman

1. PAYMENT OF ACCOUNTS

The Finance Officer presented the supporting documentation for consideration in approving the schedule of accounts for payment, including the detailed Purchase Ledger Daybook of invoices received in the relevant period, the detailed schedule of Purchase Ledger Cheque, Direct Debit and BACS payments, a spreadsheet reconciling invoices received as per the Purchase Ledger and payments made against them.

Detail of all payroll costs for the previous month, including net salaries paid directly by BACS and payments to HMRC, Bedfordshire Pension Fund and Unions were included with a separate audit trail.

The Finance Officer provided further detailed information in regard to particular invoices queried by the Sub-Committee.

RESOLVED: i) that the schedule of accounts processed for payment for the period 19 July to 22 August 2017 be approved (see Appendix 1)

ii) that Councillors' action in authorising prior payments by BACS and Bankline as detailed on the schedule be confirmed

2. BANK RECONCILIATIONS

In accordance with Financial Regulations, the Sub-Committee verified the bank reconciliations for all accounts as at 31 July 2017 and the Chairman signed the bank statements accordingly.

3. INCOME AND EXPENDITURE

The Sub-Committee received the Income and Expenditure report as at 31 July 2017 which had also been circulated to all members of the Council.

Members noted variances against budget for the period and the explanations therefore.

As previously requested, the Finance Officer provided detailed information regarding expenditure on waste disposal. Officers are undertaking a full review of waste disposal across all Council service areas, the results of which would be incorporated into next year's budget setting process.

4. DEBTORS

Following a question at the June meeting of the Council regarding the debtors listing at year end 31 March 2017, the Finance Officer provided an up to date list and gave explanations for current outstanding debtors. This included an unpaid invoice from 2015 for £300.00. The Committee were informed that many attempts had been made to recover this debt without success.

RESOLVED: that the balance of Invoice No FB1717 in the sum of £300.00 be written off as a bad debt.

ACCOUNTS SCHEDULED FOR PAYMENT 19TH JULY TO 22ND AUGUST 2017

Invoices received as per Purchase Ledger Daybooks (Pages 2281 - 2308)	£345,969.07	<u>£345,969.07</u>
CHEQUE PAYMENTS		
Cheque payments against invoices (Pages 5556 - 5559)	£5,039.73	<u>£5,039.73</u>
Cheque Nos. 26348 - 26368		
BANKLINE PAYMENTS		
Bankline payments against invoices - Suppliers A-D (Pages 5532 - 5539)	£42,577.83	
Bankline payments against invoices - Suppliers E-H (Pages 5540 - 5543)	£23,691.15	
Bankline payments against invoices - Suppliers I-L (Pages 5544 - 5545)	£12,702.36	
Bankline payments against invoices - Suppliers M-P (Pages 5546 - 5549)	£9,145.31	
Bankline payments against invoices - Suppliers Q-T (Pages 5550 - 5553)	£13,655.41	
Bankline payments against invoices - Suppliers U-Z (Pages 5554 - 5555)	£4,400.70	
		<u>£106,172.76</u>
25.07.17 Confirmation Bankline Payment - Knock-Out Joinery (P/of Page 5525)	£618.00	
25.07.17 Confirmation Bankline Payment - J Slack (P/of Page 5525)	£179.56	
25.07.17 Confirmation Bankline Payment - David Nott & Sons (P/of Page 5525)	£105,471.31	
27.07.17 Confirmation Bankline Payment - Kingcombe Aquarcare (Page 5528)	£94,321.76	
15.08.17 Confirmation Bankline Payment - Actz Entertainment (Page 5529)	£162.00	
		<u>£200,752.63</u>
DIRECT DEBIT PAYMENTS		
Payments Due by Direct Debit (Pages 2288 - 2289, 2293, 2296, 2301 & 2302)	£27,031.32	
Payments entered in current month now paid (P/of Pages 5523 - 5524, 5526 - 5527 & 5530 - 5531)	£8,705.13	
Direct Credits received (Page 5517)	-£1,732.50	
Pages 5518 - 5522 & p/of 5523 - 5524 relate to last months direct debits/credits due now paid/received		<u>£34,003.95</u>
	SUB TOTAL	£345,969.07
CASHBOOK PAYMENTS		
27.07.17 - Confirmation BACS = July Payroll	£85,426.01	
08.08.17 - Confirmation Bankline Payments = July Payroll Costs	£50,167.91	
18.08.17 - Confirmation Bankline Payment - Wider Plan Ltd = Childcare Vouchers	£512.24	
		<u>£136,106.16</u>
31.07.17 - Natwest - Monthly Bank Charges	£114.54	
15.08.17 - Natwest - Monthly Bankline Charges	£65.60	
		<u>£180.14</u>
CASH CHEQUE PAYMENT		
Cash Cheque - OPDCS Petty Cash Reimbursement	£30.00	
Cash Cheque - CPCFC Petty Cash Reimbursement	£156.95	
Cash Cheque - Splashside Petty Cash Reimbursement	£49.35	
Cash Cheque - Priory House Petty Cash Reimbursement	£126.01	
Cash Cheque - Priory House - Proms Event Float	£400.00	
Cash Cheque - Grove House Petty Cash Reimbursement	£69.58	
Cash Cheque - Mayoral Petty Cash - Event Float	£220.00	
Cash Cheque - Events Petty Cash - Proms In The Park	£100.00	
23.08.17 Cash Cheque No. 26369 for the above		<u>£1,151.89</u>
TOTAL PAYMENTS FOR PERIOD 19TH JULY TO 22ND AUGUST 2017		£483,407.26

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF PERSONNEL SUB-COMMITTEE

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

ON THURSDAY 27 JULY 2017

Present: Councillors Liz Jones, John Kane, Gloria Martin, Claire Meakins and Andy Whayman

In Attendance: Councillor Ann Sparrow with Rosemary O'Sullivan (Head of Finance and Support Services)

Apologies for Absence: Councillors Peter Hollick and Pat Staples

1. APPOINTMENT OF CHAIRMAN AND VICE-CHARIMAN

RESOLVED: that Councillors Andy Whayman and Claire Meakins be appointed Chairman and Vice-Chairman of this Sub-Committee respectively for the ensuing municipal year.

2. QUARTERLY STAFF AWARD SCHEME

The Sub-Committee considered the nominations for the 1st quarter staff awards for 2017/18.

Included in the nominations were four separate nominations for team efforts in the preparation for the Green Flag Award at Dunstable Cemetery and the successful opening of the Bennett's Splash and Splashside Café.

Members felt that all nominations for this quarter were deserving and wanted to show their appreciation to all for their contribution towards these successes – whether by direct involvement or indirect support.

It was therefore

RESOLVED: i) that all staff receive a Voucher for a lunch at the Splashside Café up to the value of £7.50 for the first quarter staff award 2017/18

ii) that the voucher be non-transferrable with an expiry date of 3 September 2017.

3. RESULTS OF STAFF SURVEY 2017

The Sub-Committee noted the summary results of the 2017 Staff Survey, which overall were considered to be a positive outcome. However, Members were also provided with a copy of the detailed results and comments from the survey which indicated some areas for improvement. It was therefore

RESOLVED: i) that the Senior Management Team prepare an action plan to address the areas for improvement, to be reported to the next meeting of this Sub-Committee

ii) that the SMT action plan be shared with all staff

ii) that consideration be given to the comments made within the survey at the next Members Group meeting and the intended Members' action for improvement be shared with staff.

4. 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.

5. TOWN CENTRE MANAGER, MATERNITY COVER

The Sub-Committee received a report of the Town Clerk and Chief Executive advising of the proposals to cover the Town Centre Manager role for the duration of maternity leave.

Members were advised of the consideration given to possible internal cover arrangements which had for various reasons been discounted. The post was therefore being advertised for a 12 month contract, with a slightly revised job description and a job title of Town Centre Services Manager. The job was being advertised through the Association of Town Centre Managers publication at a cost of £300, as well as through other specialist organisations, Indeed and the Council's website and facebook media at no cost.

The requirement to work some evenings and/or weekends would be addressed at interview and would specifically include the dates of themed markets and craft markets.

DUNSTABLE TOWN COUNCIL**FINANCE AND GENERAL PURPOSES COMMITTEE****MONDAY 18 SEPTEMBER 2017****GROVE HOUSE GARDENS OUTBUILDINGS REFURBISHMENT**

Purpose of Report:	The purpose of this report is to seek approval for the release of allocated reserve funding to undertake repair and refurbishment works to the Grove House Gardens outbuildings.
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1. ACTION RECOMMENDED

- 1.1 That the Committee approves the release of allocated reserves of up to £30,000 as detailed in section 4.1 of this report.

2. BACKGROUND

- 2.1 The Council manages the Grove House Gardens outbuildings situated adjacent to Grove Corner and the Performance Area. The buildings are situated within the curtilage of Grove House which is a Grade II listed building. A photograph of the buildings is provided at Appendix 1.
- 2.2 Over the last 20 years the buildings have been used for storage of some grounds equipment and materials and for the last few years have also been used to store some of the Council's events equipment.

3. MAIN CONSIDERATIONS

- 3.1 The condition of the buildings has deteriorated rapidly in the last couple of years to the extent that doors and door casings have become rotten and require full replacement, roof repairs are required to keep the buildings water tight, corrugated metal sheet roofing over external voids is collapsing and small self-set trees adjacent require removal.
- 3.2 The buildings have a dilapidated and run down appearance and now detract significantly from the entrance to Grove House Gardens and the floral displays.
- 3.3 In November 2016 the Council extended the Town Ranger service to include a new Town Centre Ranger and with the purchase of new equipment and vehicles it was necessary to house all the new equipment in the Priory Gardens depot building. This has proved problematic as the space in the Priory Gardens depot is limited and was already being used to house existing grounds equipment.
- 3.4 The need to now repair the Grove House Gardens outbuildings provides an ideal opportunity to relocate the Town Centre Ranger Service and associated equipment and create a much improved depot and storage facility which meets the needs of this new service. Equally, the refurbishment and relocation would relieve the pressure on the Priory Gardens depot building.
- 3.5 The scope of the proposed refurbishment works includes:

- Roof repairs
- Overhaul and repair of rainwater goods
- Infilling of window opening and repairs to walls
- Repair and replacement of doors to stores
- Redecoration of external joinery
- Removal of corrugated metal sheet roof
- Removal of external walls to increase space in secure outdoor storage areas
- Installation of concrete floors in secure outdoor storage areas
- Provision of water supply to external stores
- Works to electrical installation and lighting

3.6 The Head of Grounds and Environmental Services has worked closely with the Councils retained building consultant, Brasier Freeth and has sought quotations for these works in accordance with the Council's Financial Regulations. Taking account of the lowest quotation received and allowing for a contingency sum of £1,500 along with professional fees and disbursements the budget required to complete the works is £30,000.

3.7 It is therefore proposed that Members approve the proposed works summarised in section 3.5 and release allocated reserve funding of up to £30,000 as outlined in section 4.1

4. FINANCIAL IMPLICATIONS

4.1 The Council's budget includes contributions to allocated reserves for buildings, vehicles and equipment. The appropriate elements of the buildings reserve currently stand at £47,958 (pavilions and unallocated elements). The vehicles and equipment reserve includes a residual Town Ranger sum of £3,164. It is therefore possible to fund the proposed works from a combination of these allocated reserves.

5. POLICY AND CORPORATE PLAN IMPLICATIONS

5.1 The recommendations detailed within this report are in accordance with the Councils Corporate Plan 2017 to 2019 and the separate report to this Committee detailing the wider Corporate Plan Capital Expenditure Programme.

6. HEALTH AND SAFETY AND LEGAL IMPLICATIONS

6.1 The recommendations detailed in this report will assist in ensuring that the Council meets its obligations with regard to the safe management of its buildings.

7. ENVIRONMENTAL AND SUSTAINABILITY IMPLICATIONS

7.1 Options to provide LED lighting in the outbuildings are being examined.

8. HUMAN RESOURCE IMPLICATIONS

8.1 There are no human resource implications associated with this report.

9. **APPENDICES AND BACKGROUND PAPERS**

9.1 Appendix 1 - Photograph of Grove House Gardens outbuildings

10. **AUTHOR**

10.1 John Crawley – Head of Grounds and Environmental Services
John.crawley@dunstable.gov.uk

Appendix 1 - Grove House Outbuildings



DUNSTABLE TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MONDAY 18 SEPTEMBER 2017

PROPOSAL FOR USE OF LAND AT THE WHITE LION BUSWAY STOP ON COLLEGE DRIVE

Purpose of Report: This report sets out a proposal for the Council to adopt an area of land at the White Lion Busway stop along College Drive in order to create a small 'pocket park' in line with the associated objective contained in the Corporate Plan 2017-19.

1. ACTION RECOMMENDED

- 1.1 That members determine whether or not to enter into a five year lease with Luton Borough Council (LBC) to manage land at the White Lion Busway stop along College Drive.

2. INTRODUCTION

- 2.1 When adopting the Corporate Plan 2017-19 in December 2016, members set out the following objective:

As part of the wider aspiration to create an inviting link between the town centre and the White Lion Retail Park, consider acquiring the land adjacent to the White Lion Bus Way stop from Luton Borough Council to create a pocket park and possible concession opportunity

- 2.2 In line with discussing the installation of signage at the bus stop with CBC and LBC as part of the Market Town Regeneration Fund scheme, DTC officers have also secured agreement from LBC for the lease of the area of land shown below from College Drive.



- 2.3 LBC have offered the Council a five year lease arrangement with a £100 per year rental fee on the understanding that the Council become fully responsible for the maintenance of the land shown.

3. THE PROPOSAL

- 3.1 If members agree to lease the land from CBC, officers propose that the area is landscaped to create a 'pocket park'. A 'pocket park' is simply a small area of public open space created for local residents to enjoy. It is the view of officers that this would be welcomed by both local residents and users of the busway and if approved residents of the adjacent new housing estate would be informed.
- 3.2 The new park would include the installation of benches and picnic benches, the regular maintenance of grassed areas, the installation of trees and appropriate bedded areas and new fencing.
- 3.3 It is also proposed that an area is created for the provision of a catering concession that would help pay for the additional cost of maintaining a new area of public open space. The concession opportunity would be tendered out to suitable suppliers and would potentially be used by users of the busway, local residents, college students and users of the White Lion Retail Park.
- 3.4 Whilst only a five year lease has been offered in the first instance it is hoped that the arrangement could be extended if the area of public open space becomes popular with local residents. The proposal will also help to tidy up an unsightly entrance into the town centre.

4. FINANCIAL IMPLICATIONS

- 4.1 Considered elsewhere on this agenda is a proposal for the Council to establish a capital expenditure programme to help deliver objectives contained in the Corporate Plan. A budget of £15,000 has been identified in that report for the delivery of this project.
- 4.2 Any income secured from a catering concession would be shown within the overall Grounds and Environmental Services budget and would be used to help offset the cost of additional maintenance responsibilities.
- 4.3 There would also be a cost to the Council for having to draw up the lease. It is anticipated that this would be in the region of £1,500 which would be funded through the existing professional services budget.

5. HUMAN RESOURCE IMPLICATIONS

- 5.1 If approved, the new pocket park would be maintained by the existing grounds team. The project to create the park would be overseen by the Head of Grounds and Environmental Services.

6.1 POLICY AND CORPORATE PLAN IMPLICATIONS

- 6.1 These are inherent in the content of this report.

7. HEALTH AND SAFETY IMPLICATIONS

7.1 None

8. LEGAL IMPLICATIONS

8.1 LBC have requested that the Council use its legal advisors to draw up the lease in order to expedite matters and save on costs.

9. CONCLUSION

9.1 The delivery of this project accords with members' wishes contained in the Corporate Plan 2017-19 and would improve an important gateway into the town centre and aid connectivity between the White Lion Retail Park and the town centre.

10. AUTHOR

10.1 David Ashlee – Town Clerk and Chief Executive
E-mail – david.ashlee@dunstable.gov.uk

DUNSTABLE TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MONDAY 18 SEPTEMBER 2017

CORPORATE PLAN CAPITAL EXPENDITURE PROGRAMME

<p>Purpose of Report: The purpose of this report is to advise members of objectives contained within the Corporate Plan 2017-2019 that have capital expenditure implications and present proposals as to how a number of the projects could be taken forward through an associated capital expenditure programme.</p>
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1. ACTION RECOMMENDED

- 1.1 That members consider budgeting for a capital expenditure programme in order to implement a number of priority objectives contained within the Corporate Plan 2017-2019.
- 1.2 That, if approved, the Town Clerk and Chief Executive be authorised to undertake the capital programme in line with the agreed capital expenditure and report back to this committee on progress with all agreed projects.

2. INTRODUCTION

- 2.1 Members of the Council adopted a new Corporate Plan for 2017-2019 in December 2016. At the time of adopting the plan, members agreed a number of aspirations for the town and Council services that would require capital expenditure.
- 2.2 This report identifies those objectives contained in the Corporate Plan and suggests a way of funding a range of them for implementation over the next 18 months.

3. CAPITAL EXPENDITURE PROPOSALS

- 3.1 Submitted at Appendix 1 of this report is a schedule of all objectives contained in the Corporate Plan that have capital expenditure implications.
- 3.2 Members will note in the comments section that some objectives could attract Section 106 payments subject to planning negotiations with Central Bedfordshire Council.
- 3.3 Those actions highlighted in green are considered by officers to be deliverable within the short to medium term (i.e. over an 18-24 month period of time).
- 3.4 Members are asked to consider the list of objectives and give an indication of what objectives they would like to prioritise.

4. FINANCIAL IMPLICATIONS

- 4.1 Over recent years the Council has managed its finances very well. The General Reserve now stands at £585,175 as of 1 April 2017 and Council debt is now down to £1,180,971 as of 1 April 2017. Members will be aware that they had originally set aside £175,000 from the General Reserve to help fund the Bennett's Splash and Splashside Café, however after agreeing to set this amount aside, Central Bedfordshire Council informed the Council that they were to be in receipt of £83,500 of Section 106 funding for the splash park so not all of the £175,000 was utilised.
- 4.2 It is the view of both the Town Clerk and Chief Executive and Responsible Financial Officer that some of the General Reserve could be allocated to a capital expenditure programme and the Council could also budget for additional debt through the budget setting process for 2018/19.
- 4.3 The cost of debt through the Public Works Loan Board is currently in the region of £7,500 per annum for a 20 year loan of £100,000. The Council's General Reserve Policy as part of its Treasury Management Policy is to retain a General Reserve of £300,000 or 25% of the salary budget which is approximately £1.6 million, equating to a Reserve of £403,476.
- 4.4 The Council could therefore agree to establish a capital spend programme of, for instance £250,000, using £100,000 from the General Reserve and budgeting for £10,500 to take out a 20 year loan of £150,000. This would enable a range of the objectives contained in Appendix 1 to be delivered over the next 2 years. Members could also agree a greater or less amount if they so wished.

5. TIMETABLE

- 5.1 If approved, the capital programme would have to be budgeted for during the 2018/19 budget setting process. The 18-24 month implementation process would therefore begin at the start of April 2018.

6. HUMAN RESOURCE IMPLICATIONS

- 6.1 If approved, the programme would be managed by the Senior Management Team.

7. POLICY AND CORPORATE PLAN IMPLICATIONS

- 7.1 These are inherent on the content of this report.

8. HEALTH AND SAFETY IMPLICATIONS AND LEGAL IMPLICATIONS

- 8.1 None

9. APPENDICES

- 9.1 Appendix 1 – Capital Project Schedule

10. BACKGROUND PAPERS

- 10.1 Finance and General Purposes Committee, Monday 21 November 2016 - *Draft Corporate Plan – 2017 to 2019*

11. CONCLUSION

- 11.1 This report sets out a mechanism whereby members can progress a number of their key objectives contained in the Corporate Plan 2017-19.

12. AUTHOR

- 12.1 David Ashlee – Town Clerk and Chief Executive
E-mail – david.ashlee@dunstable.gov.uk

DUNSTABLE TOWN COUNCIL

**CORPORATE PLAN 2017-2019
CAPITAL PROJECTS SCHEDULE**

Projects highlighted in green are considered to be those most achievable over the short term e.g. 18 month programme

Continuing to improve the organisational management and efficiency of the Town Council					
Project	Committee	Responsibility	Timescale	Indicative Cost	Comments
1. Examine the feasibility of installing LED lighting in all Council owned or managed property and if possible proceed with installation	Finance and General Purposes	Chairman of Finance and General Purposes and Head of Finance and Support Services	Feasibility to be examined by end of 2017	Up to £50,000	This project is difficult to estimate in terms of costs until a survey has been completed
2. Refurbish GHG out buildings and performance store	Finance and General Purposes	Chairman of Finance and General Purposes and Head of Grounds and Environmental Services	Plans to be considered by end of 2017	£40,000	This issue is to be considered elsewhere on this agenda
3. Consider options for purchasing fuel efficient/hybrid/electric vehicles when replacing vehicle fleet	Finance and General Purposes	Chairman of Finance and General Purposes and Head of Environmental Services	Ongoing through the life of this plan	£20,000 per vehicle	Cost is based on approximate cost of electric transit van. This project should be considered as and when vehicles come to the end of their useful life and can be funded through the exiting vehicle replacement fund

To continue to preserve and enhance the history and identity of the town

Project	Committee	Responsibility	Timescale	Indicative Cost	Comments
4. Carry out complete refurbishment of the Ashton Square Clock Tower	Grounds and Environmental Services Committee	Chairman of Grounds and Environmental Services Committee and Head of Grounds and Environmental Services	By end of March 2018	£15,000	
5. Carry out a complete renovation of the Dunstable War Memorial and install an additional plaque to commemorate those who have died in wars since 1945	Grounds and Environmental Services Committee	Chairman of Grounds and Environmental Services Committee and Head of Grounds and Environmental Services	By end of March 2018	£40,000	This project has already been approved by the Grounds and Environmental Services Committee and is in progress. Will be subject to a grant aid bid
6. Using the outcome of the feasibility study currently being carried out at Priory House, plan for the complete restoration of Priory House	Community Services Committee and Finance and General Purposes Committee	Chairmen of Community Services Committee and Finance and General Purposes Committee and Town Clerk and Chief Executive	Plan to be adopted by end of March 2018	Likely to be £100's of thousands – the Council currently has £243,000 towards this project	Feasibility study is nearing completion and it is likely that this project will involve a bid to historic England and may have to be carried out over a number of years

To further improve and develop the provision of green and open space in the town

Project	Committee	Responsibility	Timescale	Indicative Cost	Comments
7. Work with partners to explore the feasibility of establishing a second artificial pitch at Creasey Park Community Football Centre	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Town Clerk and Chief Executive	Feasibility to be established by end of March 2018	£250,000	It is understood that £200,000 of S106 has already been secured by CBC for this project and officers from both Council's will be taking this forward as soon as possible
8. Adopt a programme of improved play provision at all relevant parks	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Head of Grounds and Environmental Services	Plan to be in place by end of March 2018	Up to £100,000	This would be subject to a full survey of existing equipment – could secure S106 funding (anticipated £55K S106 for Luton Rd play area)
9. Seek out opportunities for additional allotment space in and around Dunstable	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Head of Grounds and Environmental Services	Ongoing through the life of this plan	£10,000	This project could potentially be taken forward at Downside Recreation Ground in line with any disposal plans for land at Meadway allotments
10. Improve pedestrian access to Mentmore Recreation Ground and provide new toddler friendly play equipment	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Head of Grounds and Environmental Services	Plan to be in place by end of March 2018	£20,000	
11. Improve the parking and permanent planting at the entrance to Grove House Gardens from High Street North	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Head of Grounds and Environmental Services	Plan to be in place by end of March 2018	£25,000	

To further improve and develop the provision of green and open space in the town

Project	Committee	Responsibility	Timescale	Indicative Cost	Comments
12. Develop a programme of footpath and car park resurfacing for all DTC green spaces.	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Head of Grounds and Environmental Services	Plan to be in place by end of March 2018	Up to £150,000	This would be subject to a full survey of existing conditions and could be carried out over a number of years
13. Reorganise and improve the depot facility at Dunstable Cemetery to include improved and separated parking for Catchacre allotments.	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Head of Grounds and Environmental Services	Plan to be in place by end of March 2018	£40,000	
14. As part of the wider aspiration to create an inviting link between the town centre and the White Lion Retail Park, consider acquiring the land adjacent to the White Lion Bus Way stop from Luton Borough Council to create a pocket park and possible concession opportunity	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Head of Grounds and Environmental Services	Plan to be in place by end of March 2018	£15,000	This issue is considered elsewhere on this agenda
15. Refurbish tennis courts at Bennetts Memorial Recreation Ground	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Head of Grounds and Environmental Services	Plan to be in place by end of March 2018	£20,000	This project could attract S106 funding
16. Improve depot facilities at Priory Gardens	Grounds Environmental Services and	Chairman of Grounds and Environmental Services and Head of Grounds and Environmental Services	Plan to be in place by end of March 2018	£10,000	

To continue to improve services targeted to all community sectors in the town

Project	Committee	Responsibility	Timescale	Indicative Cost	Comments
17. Carry out internal refurbishment of Luton Road sports pavilion, creating a more user friendly community space	Grounds Environmental Services Committee	Chairman of Grounds and Environmental Services Committee and Head of Grounds Environmental Services	By the end of 2018	£75,000	This project could attract S106 funding (anticipated £28,950 S106 for outdoor sport and recreation at Luton Rd)
18. Create a new splash park, and associated catering concession at Bennett Memorial Recreation Ground as part of the Market Town Fund Regeneration programme	Grounds Environmental Services Committee	Chairman of Grounds and Environmental Services Committee and Town Clerk and Chief Executive	By the summer of 2017		Completed
19. Work with partners to secure a new irrigation system for pitches at Creasey Park Community Football Centre	Grounds Environmental Services Committee	Chairman of Grounds and Environmental Services Committee and Head of Grounds Environmental Services	By the end of 2018	£80,000	This project would be completed in partnership with CBC
20. Increase car parking provision and security at Dunstable Cemetery, create a two vehicle wide entrance and install railings to the frontage.	Grounds Environmental Services Committee	Chairman of Grounds and Environmental Services Committee and Head of Grounds Environmental Services	By the end of 2018	£100,000	

To contribute to the regeneration of the town centre and development of neighbourhoods in the town

Project	Committee	Responsibility	Timescale	Indicative Cost	Comments
21. Examine the feasibility of installing a covered market area on Ashton Square post de-trunking of the A5	Finance and General Purposes Committee	Chairman of Finance and General Purposes Committee and Town Clerk and Chief Executive	To be considered once new road layout for High St North and South has been completed	£250,000	This project should be considered in the context of wider improvement plans being developed by CBC for Dunstable's town centre

DUNSTABLE TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MONDAY 18 SEPTEMBER 2017

DUNSTABLE TRUCK CONVOY – REQUEST FOR FUNDING

Purpose of Report: To consider a request from the organisers of the Dunstable Truck Convoy for financial assistance towards running the event.

1. ACTION RECOMMENDED

- 1.1 It is recommended that Members discuss the request for financial assistance from the Dunstable Truck Convoy and decide if they wish to support the event by making a financial contribution of up to £750 towards policing.

2. BACKGROUND

- 2.1 In 2014 a group of local truck enthusiasts and drivers organised a Dunstable Truck Convoy to pass through the town to raise funds for charity. The convoy has been held every year since and has grown in popularity. In 2016 and again in 2017 the convoy coincided nicely with the Council's Classic Motor Rally held in Priory Gardens.
- 2.2 The convoy provides the supported charities, including Scotty's Little Soldiers, Pilgrim Bandits and the Royal British Legion Bikers Branch, with an opportunity to raise funds. The charities organise their own collections as well as receiving donations from those taking part on the day.
- 2.3 The Dunstable Truck Convoy organisers are not a constituted organisation or registered charity.

3. MAIN CONSIDERATIONS

- 3.1 The 2018 event is scheduled to take place on Saturday 9 June starting at the M1 Junction 9 Truck Stop and travelling north on the A5 through Dunstable terminating at the Billington show ground. The organisers are currently in discussion with CBC Highways, Bedfordshire Police and Leighton Linlade Town Council to consider extending the 2018 route through Leighton Buzzard.
- 3.2 The organisers have estimated, based on previous years, that some 2000 to 3000 people gather along the A5 (mostly in the town centre) to watch the convoy.
- 3.3 Dunstable Truck Convoy have requested funding support from the Town Council to assist with covering the cost of policing through the Dunstable section.
- 3.4 Members are asked to consider the request for assistance which, based on last year's policing costs, would be in the region of £400 to £750. It should be noted that the payment would be made direct to Bedfordshire Police.

4. **FINANCIAL IMPLICATIONS**

- 4.1 The Council does not currently operate an annual grant funding programme. If members are minded to approve the request for financial assistance it would be appropriate to approve the release of up to £750 from in-year revenue savings or the General Reserve.

5. **POLICY AND CORPORATE PLAN IMPLICATIONS**

- 5.1 Dunstable Truck Convoy do not comply with the Council's previous guidance for approving grant funding because they are not a fully constituted organisation.

6. **APPENDICES**

- 6.1 None

7. **BACKGROUND PAPERS**

- 7.1 None

8. **AUTHOR**

- 8.1 John Crawley
Head of Grounds and Environmental Services

FINANCE AND GENERAL PURPOSES COMMITTEE

MONDAY 18 SEPTEMBER 2017

MARKET TOWN REGENERATION FUND – UPDATE ON PROJECTS RELATING TO THIS COMMITTEE

INFORMATION REPORT

Purpose of report: - To update members on Market Town Regeneration Fund (MTRF) projects that relate to this Committee.

1. INTRODUCTION

- 1.1 Members will be aware that last year the Council was successful in securing a £610,000 grant from Central Bedfordshire Council (CBC) through the MTRF initiative. The grant was awarded to fund a range of projects that the Council will be implementing over the next year that will hopefully help contribute to the regeneration of Dunstable.
- 1.2 A total of 7 projects received funding of which the following report to this Committee:
- **Architectural lighting scheme**
 - **Quadrant Shopping Centre refurbishment**
 - **New town centre signage and street furniture**
 - **High Street Improvement Scheme (HSIS)**
- 1.3 Each project will now be considered in turn.

2. ARCHITECTURAL LIGHTING SCHEME

- 2.1 The first phase of this project has now been completed and lighting has been installed on Grove House, Priory House and the Dunstable Conference Centre. Phase two of the project has now been commissioned. Phase 2 includes completing lighting to Grove House, including up lighting the main entrance to Grove House Gardens (for which planning permission should be achieved shortly) and completing the lighting scheme at Priory House. This aspect of the project includes lighting the proposed new overthrow and as a result will not be completed until early in the New Year. The lighting specialists are liaising with the retained architect for the overthrow on this aspect of the project.

3. QUADRANT SHOPPING CENTRE REFURBISHMENT

- 3.1 The last meeting of this Committee was informed that the Town Clerk and Chief Executive and Councillor John Kane had met with a representative from Edinburgh House, who own the Quadrant Centre, to further discuss the possibility of re-opening the public toilets. Edinburgh House intimated that they are now prepared to have the toilets re-opened but will want the Town Council to pay for the revenue costs this would incur. It is estimated that this could cost the Council approximately £20,000 per annum.

- 3.2 Edinburgh House have been requested to approach the Council in writing with a costed proposal. The Town Clerk and Chief Executive has followed this request up on numerous occasions with Edinburgh House but at the time of preparing this report no response had been received. Advice as to the legality of the Council revenue funding this scheme as proposed by Edinburgh House has been received from the National Association of Local Council's and is attached at appendix 1 to this report. Whilst the advice given is not overly helpful, it is the view of the Town Clerk and Chief Executive that the Council could revenue fund the operation of the toilets in the manner described if it so wished. A verbal update on any further progress with Edinburgh House will be given at the meeting.

4. NEW TOWN CENTRE SIGNAGE AND STREET FURNITURE

- 4.1 The bulk of this project will be carried out in conjunction with the de-trunking of the High Street and CBC designers have been issued with a list of attractions and services that should be signed from the town centre. Officers have met with representatives from CBC and LBC to discuss possible signage installations at the White Lion Busway stop. A scheme has been agreed and signage designs and costings have been commissioned and should be ready for installation shortly.

5. HIGH STREET IMPROVEMENT SCHEME (HSIS)

- 5.1 Officers are still working on this scheme with colleagues from CBC and 14 retail units are currently progressing to stage two of the application process. Three planning applications are currently being considered by CBC and as a result it is anticipated that the first of the projects could be started before the end of this year.

6. FINANCIAL IMPLICATIONS

- 6.1 Officers continue to submit payment schedules to CBC for all projects.

7. AUTHOR

David Ashlee – Town Clerk and Chief Executive
david.ashlee@dunstable.gov.uk



David Ashlee, Town Clerk and Chief Executive
Dunstable Town Council

16 June 2017

Our Reference: Beds 17/092

Your Reference:

By Email only: david.ashlee@dunstable.gov.uk

Cc Bedfordshire Association of Town and Parish Councils

Dear David

Client: Dunstable Town Council

Subject Matter: Financial assistance to company re running public toilets

Thank you for your email of 1 June 2017, received by NALC on 2 June 2017. Dunstable Town Council ("the Council") has requested advice about a funding request it has received from the owners of a shopping centre for the Council to fund the revenue costs to re-open the public toilets in the shopping centre. The toilets have been closed for 15 years. The shopping centre and toilets are owned by a limited company, Edinburgh House Ltd ("EHL"). They estimate costs of £20,000 per annum to operate the toilets. The Council does not wish to run the toilets itself or to lease or license them from EHL. The Council is prepared to provide funds to EHL for the revenue costs of running the toilets. The Council has asked if it has the power to spend money in this manner.

Advice – does the Council have the power to provide funds for the toilets?

Before I consider the powers question I would first make the point that I am not clear as to the reference to the toilets being public toilets within a privately owned and run shopping centre. It would seem apparent to me that the owners of a shopping centre would provide and maintain toilets within the shopping centre and pay for all of the associated operating costs. My advice on powers is given subject to this fundamental point.

In my view the power to enable a council to give money to a company is s.137 of the Local Government Act 1972 ("the 1972 Act") or the general power of competence ("GPC"). You confirmed on 5 June that the Council is eligible to exercise the GPC. Further to my above paragraph, the Council would need to be satisfied that such expenditure is an appropriate use of public funds and be able to justify the same.

I hope this has been of assistance.

Yours sincerely

Jane Moore
Solicitor