

## DUNSTABLE TOWN COUNCIL

### MINUTES OF THE MEETING OF COMMUNITY SERVICES COMMITTEE

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

ON MONDAY 3 SEPTEMBER 2018

Present: Councillors Nigel Warren (Deputy Town Mayor), Pat Staples (Chairman), Eugene Ghent (Vice Chairman), Lisa Bird, John Chatterley, Terry Colbourne, Jeannette Freeman, Mike Mullany and Johnson Tamara

In Attendance: Councillors Liz Jones and Gloria Martin with Becky Wisbey (Head of Community Services), Lisa Vincent (Events and Marketing Officer), Sandy Coyle (Community and Young People's Services Manager) and Kelley Hallam (Office Administrator)

Apologies: Councillor Patricia Russell

Public: None

#### **139 MINUTES**

The Minutes of the meeting of the Community Services Committee held on 4 June 2018 were approved as a correct record and signed by the Chairman.

#### **140 SPECIFIC DECLARATIONS OF INTEREST**

There were no specific declarations of interest.

#### **141 EVENTS AND MARKETING**

The Events and Marketing Officer presented an update report on past events and the planning of future 2018 events. She also updated members on the Council's website and social media usage.

A road closure had been granted for the Christmas Carols and Torchlight Procession event to enable the audience to spill onto the A5183. Officers were now in talks with traffic management companies to get this organised.

The Committee received the proposed dates and venues for the 2019 events programme.

**RESOLVED:** that the proposed 2019 events and dates as detailed in table 1 of the report be agreed.

Members were pleased to hear that another local business, Suitcase Travel, had put in an offer to sponsor the full events programme for 2019.

**RESOLVED:** that Suitcase Travel be the sponsors for the full events programme for 2019

A verbal update was given to the Committee on the proposed Remembrance Beacon

Beacon lighting event is being organised by the National Trust on 11 November at 7 pm. More details would be available once a Safety Advisory Group meeting had been held but would most likely be a ticketed event, with attendees being bused up to the Downs to enable numbers to be controlled. Councillor Colbourne suggested that the Town Council could perform a special ceremony for the 100 year anniversary involving school children laying a small cross for each name on the war memorial either on 11 November or at the rededication of the refurbished war memorial. This would be looked into by Officers.

*Action: Head of Community Services*

The new website was going well. There had been an increase in online bookings for Afternoon Teas, vouchers and Summer Activity events.

#### **142 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.

Officers were currently obtaining quotes to refurbish the meeting room and had applied for a licence to enable small weddings to be held. The new Jacobean Room would also be used for themed afternoon teas or private functions. It was anticipated the works would be completed by November.

#### **143 GROVE CORNER AND COMMUNITY ENGAGEMENT**

The Community and Young People's Services Manager reported on recent attendance figures and activities at Grove Corner and reported on recent community engagement activities.

This year's Summer Activities had been very successful with an estimated 3,200 attendees in total. National Play Day attracted 1,519 attendees alone. Skate Jam, Inflatable Day and B-Fest were also well attended even though they had to be postponed due to bad weather.

Members congratulated Sandy Coyle and her team on the Summer Activity programme, especially with the added pressure of re-organising events at short notice due to the bad weather. Members had received excellent feedback and local business Sugar and Spice, who had attended one of the events, was keen to get more involved in community events.

Officers had submitted a successful grant application to the Heritage Lottery Fund – First World War: Then and Now. The project would be undertaken with pupils from Queensbury School and focus on Dunstable women, how life changed during and just after WW1. As part of the project, the participants would be supported by a professional film company, in order to create a visual record of their findings. The project would also be supported by Dunstable and District History Society, Dunstable Town Guides and Friends of Dunstable Cemetery.

#### **144 OLDER PEOPLE'S DAY CARE SERVICE**

The Community and Young People's Services Manager reported on attendances, activities and outings for the Good Companions Club and the Creasey Park Community Football Centre over 55s Lunch Club.

Members thanked the Officers for the work they do and on another positive report.

#### **145 DUNSTABLE TOWN CENTRE SERVICES**

The Head of Community Services updated the Committee on Town Centre Services including Ashton Square Toilets and the themed and craft market trader figures.

A stock conditioning survey at Ashton Square Toilets had been completed detailing £70k worth of works. This had been sent to the MTRF board for consideration.

Staffing was an issue again at the Ashton Square Toilets with agency staff being used some days to undertake twice daily cleans. Janitors and agency staff had also been helping clean the Splashside Café toilets during the busy periods.

The town now had two community toilets. Both Kazmicks and Café Nostalgia had signed up to the scheme.

Members noted the current vacancy rates for the Town Centre.

Officers had entered Dunstable into the Rising Star category of the Great British High Street Awards. Visa, who were the sponsor of the awards, visited in July to promote the awards. Unknown to officers, Dunstable was the first to enter for the award and as a result received some good media coverage.

#### **146 REPORTS FROM OUTSIDE ORGANISATIONS**

South Bedfordshire Dial-a-Ride:

No report.

Dunstable Town Band:

Councillor Sparrow submitted a report to the Committee stating that over the summer they had had successful performances at St George's Day, DTC Sunday Band Concerts, at Keech Hospice and on Leighton Buzzards bandstand. They also offered their services to play within the town at Christmas.