

LEIGHTON-LINSLADE TOWN COUNCIL
CULTURAL AND ECONOMIC SERVICES COMMITTEE
MONDAY 12 JUNE 2017 AT 1930 HOURS

Present: Councillors: C Perham (substituting for D Bowater)
A Brandham
C Chambers
J M Freeman
F Kharawala
G Perham
S Rahman
T Morris (substituting for S Cotter)

Also in attendance: M Saccoccio (Town Clerk)
V Cannon (Head of Cultural & Economic Services)
S Sandiford (Head of Democratic & Central Services)
T Quinn (TACTIC Manager)
B Bodsworth (interim Events contractor)

Members of the public: 3
Members of the press: 0

In the absence of the Chair, the Town Clerk opened the meeting and invited nominations for the position of Vice Chair of the Committee.

032/CE APPOINTMENT OF VICE CHAIR

It was proposed and seconded that Councillor G Perham be appointed Vice Chair of the Committee for the municipal year 2017-2018. There were no further nominations.

RESOLVED to appoint Councillor G Perham Vice Chair of the Committee for 2017-2018.

Councillor Perham took the Chair.

033/CE APOLOGIES FOR ABSENCE

Apologies for absence had been received and were accepted from Councillor D Bowater (substituted by Councillor C Perham) and from Councillor S Cotter (substituted by Councillor T Morris).

034/CE DECLARATIONS OF INTEREST

Members were asked to declare any interests, including the nature of those interests, which they had in any of the items under consideration at this meeting. No declarations were made and no dispensations had been requested.

035/CE QUESTIONS FROM THE PUBLIC

Three members of the public spoke in respect of the market relaunch project. Points raised included concerns about the proposal to focus the existing market on one side of the High Street to create a more defined market area, the potential impact on current traders and market customers and the consultation process. A document was submitted by one member of the public for further review.

Members of the public were thanked for attending the meeting. It was noted that all matters relating to the market relaunch project had been discussed at length at the Market Sub-Committee meeting held on 6 June 2017.

036/CE MINUTES OF PREVIOUS MEETING

The Committee received the draft minutes of the previous Committee meeting held on 27 March 2017.

RESOLVED that the minutes of the meeting of the Cultural & Economic Services Committee held on 27 March 2017 be approved as a correct record and were signed accordingly.

037/CE COMMUNITY EVENTS

The Committee received a verbal update on community events including the Big Lunch, Linslade Canal Festival, Living History day and Christmas Festival.

Very positive feedback had been received following the Big Lunch event on Sunday 11 June and any further comments or suggestions were welcomed. Thanks were expressed to all those involved in this successful event which had been very well attended and enjoyed by members of the public.

RESOLVED to note the information.

B Bodsworth left the meeting.

038/CE TEENAGE ADVICE AND INFORMATION CENTRE

The Committee received an update report regarding activity at TACTIC during March and April 2017. The report included information on the Easter project, youth counselling, attendance, satellite provision at Sandhills and staffing. The Centre was currently quiet due to the exam period and planning was underway for the four-week summer holiday project. This would include three weeks of activities for 12-18 year olds and a one week play scheme for 8-11 year olds, to take place at Astral Park.

RESOLVED to note the report.

T Quinn left the meeting.

039/CE COMMITTEE OBJECTIVES AND WORK PLAN

The Committee received a work plan for the municipal year 2017-2018. This had been expanded to include more detail for TACTIC and would continue to be updated throughout the year.

RESOLVED to note the Committee objectives and work plan for 2017-2018.

040/CE MARKET SUB-COMMITTEE

The Committee received a copy of the minutes of the Market Sub-Committee meeting held on 6 April 2017 and the draft minutes of the meeting held on 6 June 2017.

The Committee gave consideration to the two recommendations put forward as a result of the meeting on 6 June 2017, at which options had been discussed at length. It was proposed and seconded that the recommendations be approved. On being put to the vote, the proposal was carried (six in favour, two abstentions).

RESOLVED that the following be adopted in terms of market layout and pitch size:

- (i) **To use one side of the High Street and change the stall layout (single pitches, the market cross space reconfigured, not applying “grandfather rights” to pitch size/placement).**
- (ii) **To standardise the maximum size of pitch space for hire with a maximum of 3 pitches per trader, at 3m x 3m per pitch = 9 m sq.**

The Committee received and gave consideration to the Terms of Reference for the Market Sub-Committee. The only change to be made was in respect of the job title of Market Manager rather than Town Centre and Market Manager.

RESOLVED that no changes be made to the existing Terms of Reference for the Market Sub-Committee other than change of title of the Market Manager.

041/CE SMALL BUSINESS SATURDAY

The Committee received a report regarding the national “Small Business Saturday” initiative, including a proposal to celebrate the event in conjunction with the Federation of Small Businesses. While the national date for the event was 2 December 2017, it was discussed that this might be better earlier, to avoid any conflict with the Christmas Festival and in recognition that this date was likely to be extremely busy for small businesses.

RESOLVED to endorse the proposed event plan for Small Business Saturday, subject to securing match funding as outlined in the report.

042/CE PUBLIC CONVENIENCES (WEST STREET MULTI STOREY CAR PARK)

The Committee received a report regarding the proposed refurbishment of the public conveniences located within the multi-storey car park at West Street, using reserves earmarked for this purpose and accrued since taking on the lease agreement in 2012. A list of proposed improvements had been drawn up and, subject to approval from Central Bedfordshire Council, would be fully costed prior to the next meeting of the Committee.

It was agreed that maintaining the standard of the public conveniences was important for the reputation of the town and the town centre. However, in recognition that the asset was owned by Central Bedfordshire Council, it was agreed that a financial contribution towards the improvement works should be requested.

RESOLVED:

- (i) **To endorse the refurbishment of the public conveniences and use of the earmarked reserves (up to a maximum of £56,000 (970/9055) for this purpose).**
- (ii) **To request a financial contribution towards the upgrade works from Central Bedfordshire Council as owner of the asset.**
- (iii) **To endorse the use of the Town Council's retained surveyor to oversee the work.**

043/CE ARCHITECTURAL LIGHTING SCHEME

The Committee received a report in respect of the town centre architectural lighting project, one of the three projects for which funding was sought and received from Central Bedfordshire Council as part of the Market Towns Regeneration Fund programme.

Four contractors had been approached to date, with information received from two. A number of possible ideas were reviewed and the Committee expressed an interest in uplighting of buildings or architectural details, projection of images and making the town centre more inviting by making lighting features visible from the entry points to the town centre. Following this feedback from Committee, a formal tendering opportunity would now be undertaken.

RESOLVED:

- (i) **To enter into further discussions with contractors toward achieving town centre architectural lighting enhancements.**
- (ii) **To delegate authority to the Town Clerk, in conjunction with the Chair and Vice Chair, to oversee final delivery options and arrangements.**

The meeting closed at 2118 hours.

I HEREBY CONFIRM THAT THE FOREGOING IS A TRUE AND ACCURATE RECORD OF THE MEETING HELD ON 12 JUNE 2017.

Chair

24 JULY 2017