

01 AUG 2012

~~31 JUL 2012~~

Agenda Item No. 11 (b)

**INVOICE****Steve Lakin**INVOICE 101  
DATE: JULY 31, 20121 Church Avenue, Leighton Buzzard, Bedfordshire, LU7 1AD  
Phone No: 07753 719299  
[stevelakin1@gmail.com](mailto:stevelakin1@gmail.com)TO Pat Kingsnorth  
Town Clerk, Leighton-Linslade Town Council  
The White House  
Hockliffe Street  
Leighton Buzzard  
Bedfordshire, LU7 1HDSHIP n/a  
TO

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
	Portas Bid			31 June 2012	Due on receipt	31 June 2012

QTY	ITEM	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	Workshop.	Design and delivery of workshops to collect ideas for inclusion in Portas Bid. Workshops to be held back to back in the White House on the evening of 22 May 2012	£150	£300
50	Hours	Hours spent drafting and distributing copies of the Portas Pilot Bid Documentation to local town centre businesses	£25	£1,250
20	Hours	Hours spent attending meetings to help plan Portas Bid strategy	£25	£500
20	Hours	Hours spent procuring photographs, helping with the development of the script and assisting with the filming of the video to support the Portas Pilot bid, including time travelling to and from Steve Rhodes studio in Eton Bray with materials	£25	£500
4	Hours	Hours spent attending Town Council meetings in an attempt to secure support for the measures within the Portas Pilot Bid	£25	£100
		Discount		(£650)
			<b>TOTAL</b>	<b>£2,000</b>

Make all checks payable to Steve Lakin, thank you



# LEIGHTON-LINSLADE TOWN COUNCIL

www.leightonlinslade-tc.gov.uk

01525 631920

Pat Kingsnorth  
Town Clerk

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3 August 2012

Mr S Lakin  
1 Church Avenue  
LEIGHTON BUZZARD  
Beds. Lu7 1AD

Dear Mr Lakin

I am in receipt of your invoice for £2,000 for your charges in respect of the 'Portas' Bid. I was somewhat surprised and disappointed to receive this invoice as I and Councillor Cotter do not recall any conversation with you in respect of your being paid for your services – we both understood that you were offering these on a voluntary basis to help the future viability of our town.

The Town Team, under the leadership of Councillor Steve Cotter, was specifically created to bring *voluntary* members of the community together to put forward a 'Portas' bid. The only expenses agreed were in respect of the preparation of the YouTube video and some branding work.

On behalf of the Council, I would like to take this opportunity of thanking you for your voluntary contribution towards the Bid.

Yours sincerely

Pat Kingsnorth  
TOWN CLERK

1 Church Avenue  
Leighton Buzzard  
LU7 1AD

August 6, 2012

Pat Kingsnorth  
Clerk to Leighton-Linslade Town Council  
The White House  
Hockliffe Street  
Leighton Buzzard, LU7 1HD

Dear Pat

Your surprise and disappointment is not a patch on mine.

When I contracted with Cllr Cotter to join the Portas Pilot Bid team I made it clear that I was happy to do so on the clear condition that Leighton-Linslade Town Council were fully committed to the effort. I stated that I was only prepared to put in the considerable time needed to deliver a high quality bid if the end result was going to be supported. Given the searing experience of previous projects there was no way I was going to commit, and to encourage others to commit their time, were I to perceive a risk that our collective efforts would prove abortive because of a lack of support from the leadership of the Town Council.

With the decision of the Town Council at its Policy and Finance Committee on Monday 30 July 2012 to withdraw its offer of funding from reserves to progress the Portas manifesto of measures this is exactly what has happened.

This action negates both the spirit and the terms of the contract I had agreed with Cllr Cotter as Bid Leader and for this reason I feel fully justified in charging for the time I have put into writing the Portas Bid – the costs for which the council has made explicit budgetary provision for. My intention is to use the payment received wholly and exclusively to progress the Portas Manifesto for Leighton Buzzard in collaboration with other willing participants. My first priority will be to fund the development of the [www.leightonbuzzardonline.com](http://www.leightonbuzzardonline.com) web site to promote the town centre and High Street.

If you continue to dispute my entitlement to charge I suggest that this matter is debated openly by an appropriate committee and I will abide by the decision they make.

In closing I have one further request to make. I note that the proposals against the Town Centre in Big Plan 2 have been neutered from the ambitions of Big Plan 1 and, as currently expressed, may even be in conflict with the best interests of the High Street. I would ask that you ensure the Town Council has the opportunity to replace these proposals with those in the Portas Pilot manifesto and that a resolution is put to the appropriate committee to effect this change.

