



# LEIGHTON-LINSLADE TOWN COUNCIL

www.leightonlinslade-tc.gov.uk

01525 631920

**Pat Kingsnorth**

Town Clerk

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8 March 2013

To : Town Mayor and all Members of the Partnership Committee  
Town Councillors: S Cotter (Vice Chair), A Dodwell, J M Freeman, G Rolfe  
and K Sharer

Central Bedfordshire Councillors: D Bowater, D Hopkin (Chair), R Johnstone,  
A Shadbolt and B Spurr

S McAteer, G McKenzie, S Hughes – Central Bedfordshire Council  
All business groups

(Copies to other Town Councillors and to Councillor N Young for information)

## NOTICE OF MEETING

You are hereby summoned to attend a meeting of the **Partnership Committee** to be held on **Thursday 21 March 2013** commencing at **1930 hours** in the Council Chamber, The White House, and Hockliffe Street.

P M P Kingsnorth  
TOWN CLERK

## A G E N D A

### 1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

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Pat Kingsnorth · Town Clerk · pat.kingsnorth@leightonlinslade-tc.gov.uk · 01525 631910

The White House · Hockliffe Street · Leighton Buzzard · Bedfordshire · LU7 1HD

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**2. DECLARATIONS OF INTEREST**

- (a) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it (full details of declarations are **attached**).
- (b) To consider requests from Councillors for dispensations (must be notified in writing).

**3. PUBLIC SESSION (maximum 15 minutes)**

To receive questions and statements from members of the public as provided for in Standing Order No. 1 (f) and 1(h)<sup>1</sup>.

**4. MINUTES OF LAST MEETING**

To receive and approve as a correct record the minutes of the Partnership Committee meeting held on 07 February 2013 (**attached**).

**5. MINUTES OF SUB-COMMITTEES**

To receive the minutes of the following meetings and consider any recommendations contained therein:

- (a) Big Plan II Projects Sub-Committee – 19 February 2013 (**attached**)
- (b) Economic Development Sub-Committee – 07 March 2013 (**to follow**)

**6. BUSINESS UPDATE**

To receive verbal updates from business groups.

**7. CENTRAL BEDFORDSHIRE COUNCIL UPDATE**

To receive and consider a report from Central Bedfordshire Council (**to follow**).  
*N.B. Councillors are asked to submit questions on the report, in advance, to the Community Engagement Officer, CBC).*

**8. COMMITTEE WORK PLAN AND OBJECTIVES 2012-2013**

To receive and review the draft Committee work plan for 2012-2013 (**attached**).

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<sup>1</sup> Standing Order 1 (f): members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Standing Order 1 (h): each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes.

**9. COMMUNITY FORUM**

To receive a report regarding the first community forum meeting held on 9 February 2013 **(attached)**.

**10. TOWN CENTRE STRATEGY AND ACTION PLAN**

To receive a report regarding progress with the Town Centre Strategy and Action Plan **(to follow)**.

**11. SUMMER SUNDAYS**

To receive an update report on Summer Sundays **(attached)**.

**12. POP-UP SHOPS**

To receive a report from the Town Centre and Markets Manager regarding the possibility of setting up a Pop-Up shop **(to follow)**.

**13. SECTION 106 CONTRIBUTIONS**

To receive notification of potential Section 106 monies relating to the Grovebury Road retail development.

**14. FAIRTRADE SIGNAGE**

To consider funding of approximately £600 for three Fairtrade signs on accesses into the town **(attached)**.

**15. GREEN GYM FUNDING**

To consider a report and recommendation made by the Leisure and Community Committee on 11 February 2013: **to allocate up to £10,000 (20% match funding) from the Big Plan Projects budget (900/9028) to increase the likelihood of a successful outcome to the application to Sport England for grant funding for a green gym. (attached)**

**16. NEIGHBOURHOOD PLANNING**

Following a recent announcement by the Department of Communities and Local Government concerning the new community infrastructure levy (National Association of Local Council's Policy Briefing P50-13 **attached**), the Planning Committee, at a meeting held on 20 February 2013, have made a recommendation to the Partnership Committee **to review the production of a Neighbourhood Plan within the Partnership Committee's work plan for 2013/2014.**

**Committee Members receive all documentation.  
Background papers available to all Councillors upon request.**

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### **TERMS OF REFERENCE**

1. To serve as a Partnership Forum for all those involved in initiatives impacting on the Parish to consult with each other and co-ordinate their activities so as to realise their aspirations for the Parish and the town centre.
2. To set the broad direction of the partnership, taking into account the needs of the town centre's customers, employees, residents, visitors, traders, property owners and developers.
3. Work towards improving the economic, social, environmental and cultural vitality of Leighton Buzzard and Linslade.
4. Prepare and maintain a Town Centre Strategy and Action Plan to help and encourage appropriate town centre and town development, for approval by the Town Council and Central Bedfordshire Council.
5. To deliver the Big Plan, recognising the context of the Local Development Framework and related planning processes.
6. Co-ordinate the activities of the various town centre service providers and those responsible for meeting the needs of the town centre.
7. Establish sub-committees and task groups to progress/deliver specific proposals in town development strategies.

### ***DECLARATION OF INTERESTS AT MEETINGS***

- 1 Where a matter arises at a meeting which relates to an interest in Appendix A of the Code of Conduct, the member shall not participate in a discussion or vote on the matter. He/she only has to declare what his/her interest is if it is not already entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.
- 2 Where a matter arises at a meeting which relates to an interest in Appendix A which is a sensitive interest, the member shall not participate in a discussion or vote on the matter. If it is a sensitive interest which has not already been disclosed to the Monitoring Officer, the member shall disclose he/she has an interest but not the nature of it.
- 3 Where a matter arises at a meeting which relates to an interest in Appendix B, the member shall not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting.
- 4 A member only has to declare his/her interest in Appendix B if it is not already entered in his/her register of interests or he/she has not notified the Monitoring Officer of it or if he/she speaks on the matter. If he/she holds an interest in Appendix B which is a sensitive interest not already disclosed to the Monitoring Officer, he/she shall declare the interest but not the nature of the interest.
- 5 Where a matter arises at a meeting which relates to a financial interest of a friend, relative or close associate (other than an interest in Appendix A), the member shall disclose the nature of the interest and not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting. If it is a 'sensitive interest' the member shall declare the interest but not the nature of the interest.