

## LEIGHTON-LINSLADE TOWN COUNCIL

### LEIGHTON-LINSLADE PARTNERSHIP COMMITTEE

THURSDAY 7 FEBRUARY 2013 AT 1930 HOURS

Present : Councillors      D Hopkin – CBC (Chair)  
                                     S Cotter - LLTC  
                                     A Dodwell - LLTC  
                                     J M Freeman – LLTC  
                                     A Shadbolt – CBC  
                                     K Sharer – LLTC  
                                     K Janes (substituting for D Bowater)  
                                     G Perham (substituting for G Rolfe)  
                                     T Brown (CBC Deputy Executive Member for  
                                     Sustainable Communities - Strategic Planning and  
                                     Economic Development)

Also in attendance:      P M P Kingsnorth (Town Clerk)  
                                     J Martindale (Partnership Officer)  
                                     A Marnell (Town Centre and Market Manager)  
                                     S Hughes (Community Engagement Manager,  
                                     Central Bedfordshire Council)  
                                     B Chandler (LB Connect)  
                                     G Borrelli (I♥LB)

Members of the Public:      5  
Members of the Press:      0

#### **141/LLP APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Councillor R Johnstone, Councillor D Bowater (substituted by Councillor K Janes), Councillor G Rolfe (substituted by Councillor G Perham) and Councillor B Spurr.

#### **142/LLP DECLARATION OF INTERESTS**

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 of interest were made.

#### **143/LLP DISPENSATIONS**

No requests for dispensations had been received.

#### **144/LLP PUBLIC QUESTIONS**

Members of the public and local business owners expressed concerns over the Signage Strategy and that it would not help some businesses if the

proposed out-of-town retail developments at Grovebury Road were approved by Central Bedfordshire Council on 13 February 2013.

#### **145/LLP MINUTES OF LAST MEETING**

The Committee received the minutes of the Partnership Committee meeting held on 13 December 2012.

**RECOMMENDED** that the problem of pigeons in the town centre, particularly around the Market Cross area, be included within the work plan.

**RESOLVED** that the minutes of the Partnership Committee meeting held on 13 December 2012 be approved as a correct record and were signed accordingly.

#### **146/LLP MINUTES OF SUB-COMMITTEES AND TASK GROUPS**

(a) The Committee received the draft minutes of the Big Plan II Projects Sub-Committee meeting held on 11 December 2012.

**RESOLVED** to note the minutes of the Big Plan II Projects Sub-Committee meeting held on 11 December 2012.

Minute Reference 40/BP : the recommendation to ask Central Bedfordshire Council/Amey to explore the options available for implementing further 20mph speed restriction zones, including estimated costs, was discussed. It was felt that this fell within the remit of the Sustainable Transport Committee.

**RECOMMENDED** to the Sustainable Transport Committee to ask Central Bedfordshire Council/Amey to explore the options available for implementing further 20mph speed restriction zones, including estimated costs.

(b) The Committee received the draft minutes of the Economic Development Sub-Committee meeting held on 10 January 2013.

**RESOLVED** to receive the minutes of the Economic Development Sub-Committee meeting held on 10 January 2013.

Minute Reference 25/EC : the recommendation to allocate a budget of up to £2,000 to hold a Business Networking event in Spring 2013 was discussed.

**RESOLVED** to allocate £2,000 to the Business Networking Event to be held in Spring 2013.

#### **147/LLP BUSINESS UPDATE**

(a) The Committee received an update from the business groups represented at the meeting.

LB Connect reported positive economic growth from members of the group. LB Connect was expanding their group and would hold an Open Month in March 2013 for visitors. The group would continue to support the Business Networking Event.

The I♥LB group would be working with the Town Council, Federation of Small Businesses and other community groups in relation to the Christmas 2013 event. The Committee was advised that there were concerns from local trade businesses regarding the potential Grovebury Road retail developments. The I♥LB group would be the voice for these groups and hoped to work with Central Bedfordshire Council and the Town Council to resolve further issues.

**RESOLVED to note the information.**

(b) **Business Networking Event** - The Committee received a report on the business networking event, to be held in Spring 2013. Mentmore Golf and Country Club had been booked for the event to be held on Wednesday, 17 April 2013 between 1800-2000 hours. It would be an open evening format, to give flexibility for all businesses to attend. Information had been sent to local networking groups, with the Partnership Officer attending several business group meetings and meeting over 70 businesses to promote the event.

It was suggested that the large businesses should be targeted and visited to promote the event and Councillor S Cotter offered his assistance. It was suggested that a representative from one of the larger companies could be a guest speaker for the event.

**RESOLVED to note the information.**

#### **148/LLP CENTRAL BEDFORDSHIRE COUNCIL UPDATE**

The Committee received an update report from Central Bedfordshire Council including information on schools, environmental protection, community safety, salting of roads, youth services, adult social care and Healthwatch.

There was positive feedback regarding the salting of the roads during bad weather conditions. CBC were looking for volunteers to put themselves forward for the Healthwatch campaign which would be set up by 1 April 2013.

Concerns were raised regarding the number of empty salt bins around the town. CBC Councillors advised that there was still 60% of the free of charge grit for parishes still available. A discussion regarding the Duncombe Drive and Library Theatre car parks not being salted was raised.

**RECOMMENDED to the Policy and Finance Committee that Central Bedfordshire Council be requested to consider gritting the Duncombe Drive and Library Theatre car parks and that they be asked whether the Town Council could undertake this gritting (provided at least the grit was supplied),**

CBC asked for views on the idea of having joint quarterly meeting and updates on youth provision with Leighton-Linslade Council, Dunstable Town Council and Houghton Regis Town Council as one meeting. The meeting would consist of CBC, the Town Council and Commissioned Providers. Alternatively, town specific meetings on a regular basis to run through Leighton Buzzard Youth Issues/provision would be available if the joint meeting was not preferred.

**RECOMMENDED to the Leisure and Community Committee to consider involvement in the Youth Programme**

**RESOLVED to note Central Bedfordshire Council's report.**

#### **149/LLP COMMITTEE WORK PLAN AND OBJECTIVES**

The Committee received a copy of the Strategic Objectives for 2011-2015 and the Work Plan for 2012-2013.

**RESOLVED to note the information.**

At the Economic Development Sub-Committee meeting of 10 January 2013, it had been suggested that a more detailed matrix was needed, in order to track progress with the specific aims of the Sub-Committee. A document prepared by Central Bedfordshire Council was circulated for consideration.

It was decided that the Work Plan would be a rolling document and an updated copy would be supplied at each Partnership Committee meeting for further discussion. The work plan was currently with CBC to update.

Concern was expressed about duplication of this Committee's terms of reference with other Town Council Committees (e.g. Sustainable Transport) and questions raised as to whether the composition was the correct democratic structure.

**RESOLVED to continue to use a revised version of the existing Work Plan.**

#### **150/LLP SUMMER SUNDAYS**

The Committee received a report on the proposal to hold three Summer Sunday events in June, August and September 2013. The June event would tie in with the national "Big Lunch" programme, with entertainment and music on the High Street. It was proposed that the theme for August could be a "Children's Summer Sunday" and for September a "Steam Fair".

A member of the public commented that evaluating the success of the events was key and that this should be determined prior to the events. He also volunteered to assist with monitoring footfall on the day and surveys. It should also be promoted under one branding to encourage local businesses to open on the day and feel part of the events.

**RESOLVED to note the information.**

**151/LLP GROVEBURY ROAD ENHANCEMENT PLAN**

The Committee received a report regarding the improvements proposed by Groundwork to the bridge over Clipstone Brook, between Grovebury Road and Parson's Close Recreation Ground. Having sourced some third party funding from a local charitable trust, Groundwork had confirmed that no further contribution was needed from the Town Council in support of the grant application to WREN, other than the £500 already pledged by the Leisure and Community Committee.

**RESOLVED to note the information.**

**152/LLP FINANCIAL REPORT**

The Committee received a projected Town Council budget for 2012-2013 and confirmed budget figures for 2013-2014 following the Town Council meeting held on 28 January 2013

There was some discussion as to whether it was necessary to make recommendations to the Town Council on the already allocated Big Plan and Town Centre Projects miscellaneous budget headings.

**RECOMMENDED to the Policy and Finance Committee that the Partnership Committee be delegated authority to expend ALL monies within their budget headings.**

**RESOLVED that a budget be included for the Community Forum and the Business Networking Event (vired from one of the Big Plan budgets).**

The Committee received a letter from Greensand Trust with reference to carrying out a review of the Green Wheel Strategy. Re-assessment of the Green Wheel Strategy had been suggested by the Big Plan II Projects Sub-Committee following its meeting on 28 August 2012. Members of the Committee asked for further clarification of the process, the benefits and the costs involved in re-assessing the strategy.

**RESOLVED to ask the Town Clerk to provide further information to a future meeting on re-assessment of the Green Wheel Strategy.**

**153/LLP SIGNAGE STRATEGY UPDATE**

The Committee received a report regarding the status of the Signage Strategy. The Town Council budget had been confirmed by Council on 28 January 2013 and included provision of £15,000 to support the Signage Strategy. In addition, Central Bedfordshire Council had confirmed that the balance of any unallocated funds from the £35,000 Economic Development budget could be used for the Signage Strategy.

Further information on designs and costing was awaited from Bedfordshire Highways. It was recommended by CBC Officers that an internal audit of the signage be carried out and a list of priorities established. It was suggested that local residents and groups might volunteer to assist with the audit.

As previously stated, the priority was that new/improved signage should commence from the town centre (and then work outward) and that there should be a general tidying-up of existing signs with removal of old signs/posts wherever possible.

**RESOLVED to note the report.**

#### **154/LLP CHRISTMAS FESTIVAL**

The Committee received a report regarding the 2012 Christmas Festival, including the free bus provision and Christmas Lights.

At the Council meeting held on 28 January 2013, a budget of £11,500 plus £5,000 (staff overtime) was agreed for a Christmas Street 2013 event. This event, in past years, has been hosted in partnership with I♥LB.

**RESOLVED to note the report.**

#### **155/LLP POP-UP SHOPS**

The Committee received a report regarding a briefing for MPs and Town Team Partners at the offices of the Department of Communities and Local Government, attended by the Town Clerk and by Andrew Selous MP. An initiative called Pop-Up Britain, part of StartUp Britain, was a national campaign for emerging businesses looking for an outlet and empty shops to be brought together.

**RESOLVED to explore the possibility of setting up a pop-up shop.**

#### **156/LLP EXCLUSION OF THE PUBLIC**

**RESOLVED that, under the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information. The public and press to withdraw from the meeting during consideration of: free bus provision in December 2012.**

#### **157/LLP FREE BUS PROVISION IN DECEMBER 2012**

The Committee received information regarding passenger numbers on the free of charge to the public bus services provided in the town during December 2012.

**RESOLVED to note the information.**

The meeting closed at 2200 hours.

I HEREBY CONFIRM THAT THE FOREGOING IS A TRUE AND ACCURATE RECORD OF THE MEETING HELD ON 7 FEBRUARY 2013.

Chair

21 MARCH 2013

DRAFT