



LEIGHTON-LINSLADE TOWN COUNCIL

www.leightonlinslade-tc.gov.uk

01525 631920

Mark Saccoccio
Town Clerk

9 July 2014

To: Town Mayor and all Members of the Partnership Committee

Town Councillors: S Cotter – Vice Chair, A Dodwell, G Rolfe, K Sharer and P Snelling

Central Bedfordshire Councillors: D Bowater, D Hopkin - Chair, A Shadbolt, B Spurr and N Warren

G McKenzie, S Hughes, S Caldbeck – Central Bedfordshire Council

All business groups

Rev. P Niemiec (Community Forum spokesperson)

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

NOTICE OF MEETING

You are hereby summoned to attend an extraordinary meeting of the **Partnership Committee** to be held on **Tuesday 15 July 2014** commencing at **1300 hours** in Room 14a, Priory House, Chicksands.

Jo Marsh

ps M Saccoccio
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.

2. DECLARATIONS OF INTEREST

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**).

3. DISPENSATIONS

To consider requests from Councillors for dispensations (must be notified in writing).

Mark Saccoccio · Town Clerk · mark.saccoccio@leightonlinslade-tc.gov.uk · 01525 631913

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

4. 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)¹.

5. EXCLUSION OF THE PUBLIC

The Committee may consider it appropriate to consider the following resolution should they consider that any discussion would be prejudicial to the public interests: **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 detailed discussion regarding:**

(a) to appoint a contractor for the residents' survey (report to follow)

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

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.

¹ 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.