

**LEIGHTON-LINSLADE TOWN COUNCIL**

**LEIGHTON-LINSLADE PARTNERSHIP COMMITTEE**

**THURSDAY 15 SEPTEMBER 2016 AT 1930 HOURS**

Present: Councillors            R Berry (substituting for Cllr D Bowater) – CBC  
   A Brandham – LLTC  
   K Ferguson - LLTC  
   T Morris – LLTC  
   A Dodwell – CBC  
   C Palmer (substituting for Cllr E Wallace) – LLTC  
   B Spurr – CBC  
   G Tubb – CBC  
   B Walker – CBC – in the Chair

Also in attendance:            M Saccoccio (Town Clerk)  
   V Cannon (Head of Cultural & Economic Services)  
   T Moore (Partnership Officer – maternity cover)  
   S Sandiford (interim Corporate Governance  
   Manager)  
   T Mabbott (interim Committee Officer)  
   Councillor K Cursons (LLTC)  
   G Borrelli (Chair, LB First)  
   B Chandler (Chair, LB Connect)  
   T Humber (Spokesperson, Community Forum  
   Steering Group)  
   S Hughes (Community Engagement Manager,  
   Central Bedfordshire Council)  
   S Lakin (Principal Highways Officer, Central  
   Bedfordshire Council)  
   Gareth Hughes (Streetworks Manager, Central  
   Bedfordshire Council)  
   J Keyte (Head of Community Safety, Central  
   Bedfordshire Council)

Members of the Public:        0  
Members of the Press:         1

**094/LLP APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Councillor Bowater (substituted by Councillor Berry), Councillor Wallace (substituted by Councillor Palmer) and Councillor G Perham.

**095/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 were made and no dispensations had been requested.

**096/LLP PUBLIC QUESTIONS**

There were no questions from members of the public.

**097/LLP MINUTES OF PREVIOUS MEETING**

The Committee received the draft minutes of the Partnership Committee meeting held on 29 June 2016.

Minute reference 088/LLP: It was noted that the two redeployable CCTV cameras had been purchased and would be delivered to the control room within the next week. The location of cameras would be decided at the Police Liaison Sub-Committee and Councillors were asked to submit suggestions for locations to the Town Clerk.

Minute reference 090/LLP: It was noted that the report from the Youth Forum should be ready in time to be presented at the December meeting of the Committee.

The Chair reported that agendas for future meetings would follow a themed approach, which should minimise repetition and overlap.

**RESOLVED that the minutes of the Partnership Committee meeting held on 29 June 2016 be approved as a correct record and be signed accordingly.**

**098/LLP COMMITTEE OBJECTIVES AND WORK PLAN**

The Committee received the Objectives and Work Plan for 2016-2017 for consideration.

The Chair reported that the aim was to theme the work plan and to keep a number of issues as standing items on the agenda, in respect of specific matters of interest and within the remit of the Committee.

A query was raised in respect of why certain matters were included in the work plan for the Partnership Committee, rather than a wholly Town Council Committee. The Committee was reminded of the Terms of Reference for Partnership, as endorsed by both Councils and forming part of Central Bedfordshire Council's constitution, which specified a remit including town centre matters such as Christmas lighting. A review of all Central Bedfordshire joint committees was being undertaken and the future direction and remit of these committees would be considered later during the year.

**RESOLVED to note the Committee Objectives and Work Plan for 2016-2017**

**099/LLP BUSINESS & COMMUNITY FORUM UPDATE**

(a) B Chandler of LB Connect advised the Committee that, since January 2016, over £214,000 of work had been commissioned by the Group. He asked whether representatives of the Business and Regeneration team at Central

Bedfordshire Council could attend LB Connect's regular breakfast meetings with local businesses, to provide further information on the business support initiatives provided by the Council.

- (b) G Borelli of LB First reported on events since the last meeting. Work had started with organising the Christmas Festival, which had been received positively by businesses. LB First had also been encouraging members to participate in the High Street Improvement Scheme, aimed at improving shop fronts in the High Street. Some shops had applied for grants, but some of the budget remained, so all businesses had been asked to check whether they met the criteria and, if so, to apply. Since the last meeting there had been some progress with uptake on empty shop units in the town centre, though there had been some delays relating to planning/ listed building permissions, which the Chair and Central Bedfordshire Council officers agreed to investigate.
- (c) T Humber of the Community Forum steering group advised the Committee of activity since the last meeting. She stated that Youth Forum had proved extremely influential at setting the agenda throughout the area, and informed the Committee that conference outcomes would be offered at the December meeting of the Committee, which would be complementary to TACTIC and CBC Youth Services presentation of their work areas.
- (d) The Committee also noted that Central Bedfordshire Council was supportive of the national Inter Faith Week from 13<sup>th</sup> to 20<sup>th</sup> November. This was aimed at publicising ongoing work by faith groups and was not anticipated to require any additional funding.

**RESOLVED to note the information.**

#### **100/LLP PASSENGER TRANSPORT STRATEGY**

The Committee noted that the item on the Central Bedfordshire Passenger Transport Strategy had been deferred to the December meeting, as public consultation on the strategy had only just closed. Susan Childerhouse, Head of Public Protection at Central Bedfordshire Council, would report to that meeting on the strategy and the public response to it.

**RESOLVED to note that the Central Bedfordshire Passenger Transport Strategy would be a substantive item at the December meeting of the Committee.**

#### **101/LLP HIGHWAYS**

By invitation, Steve Lakin and Gareth Hughes of Central Bedfordshire Council attended the meeting to provide information in respect of Highways matters.

It was noted that a new Highways contract had been in place since April 2016, with the aim of improving customer service and responsiveness. There was a new front end to the service, with a new phone number and online contact. Staff

dealing with highways had been transferred over and were now direct Central Bedfordshire employees.

A query was raised regarding works to the highways undertaken by utilities companies. It was noted that since April 2016 it had been illegal to work on the highway without a permit. Approximately 250 permits had been issued in Leighton and Linslade since the new scheme started, and these had been monitored closely by enforcement teams. Members expressed concern at the state of pavements but it was noted that utility companies were only required to put back what they removed during works. Central Bedfordshire Council would continue to work with contractors to ensure adequate levels of repair and maintenance.

The Committee was advised that improvement works were due to be carried out at the Market Cross prior to the peak pre-Christmas trading period. Central Bedfordshire officers asked Councillors to advise them of any other specific areas of concern.

A query was raised in respect of clearing blocked drains before the winter period, to avoid flooding. The Committee was advised that gullies were cleaned every three years and that priorities had been identified in the current works programme.

Councillors noted the proposed introduction of residents' parking and road safety schemes, but stressed that they would only be worthwhile with adequate enforcement, especially in relation to schools, where there could be a considerable impact in neighbouring roads. It was reported that CBC regularly monitored new schemes to measure impact.

**RESOLVED to note the report and to include highways enforcement as a regular agenda item in future.**

## **102/LLP CAR PARKING**

By invitation, Jeanette Keyte of Central Bedfordshire Council attended the meeting to provide information in respect of town centre car parking.

It was reported that the initial trial of two hour free parking in the town centre on Wednesday afternoons had been well received, though the Council currently did not have the ability to produce detailed statistics relating to car park use. Consequently, the trial period had been extended. Following public comments, the duration of free parking had also been extended and from 7 September now ran between 1.30pm and 6pm.

It was noted that changes to car parking arrangements were planned, including replacement of all pay and display machines by the end of the year or early next year. It was possible that the Hockliffe Street car park might be changed to a pay on exit system. A car parking strategy was currently under development.

Members noted information about Fixed Penalty Notices in Leighton Buzzard and Linslade, and asked if the figures could be broken down further in future. It was agreed that this could be done.

A query was raised regarding the perceived lack of enforcement of the 30-minute free car parking spaces in the town centre. It was noted that some signage issues in the High Street needed to be addressed, but that enforcement officers did patrol the streets as well as the car parks.

**RESOLVED that the report be noted and that a parking enforcement update be a future agenda item.**

### **103/LLP BUDGET MONITORING REPORT**

The Committee received a budget monitoring report for the financial year to date, with detail provided for ongoing commitments.

The report was welcomed by all and the recommendations were widely viewed as building upon existing positive work in supporting businesses in the town, particularly the town centre. There was some discussion about whether a general directory of all businesses in the town could be best provided in hard copy, as recommended within the report, or in electronic form.

An amendment to the recommendations contained within the report, suggesting that research also be undertaken into the viability of an electronic business directory, was proposed and seconded. A second amendment, proposing that decisions on the directory and the town centre flags be deferred, was also proposed. A vote took place on the first amendment and this was carried (5 in favour, 4 against).

#### **RESOLVED:**

- (i) To note the report.**
- (ii) To endorse the recommendation to update and reprint the map and directory of shops and services in the town centre at a cost of £500 (to be met from budget code 503/4555).**
- (iii) To endorse the recommendation that an additional directory of those businesses outside of the town centre be published, using up to £3,000 (to be met from budget code 503/4555);**
- (iv) To endorse the recommendation to expand the coverage of town centre flags along High, North and Lake Streets to an estimated cost of up to £4,000 (to be met from budget code 503/4555);**
- (v) That the associated Big Plan Earmarked Reserves of £17,105 be moved back into the Town Council's general funds and sole budgetary lead;**
- (vi) That the cost and viability of creating an electronic directory of businesses and services be researched and the findings brought back to a future meeting of the Committee.**

The meeting closed at 2125 hours.

I HEREBY CONFIRM THAT THIS IS A TRUE AND ACCURATE RECORD OF THE MEETING HELD ON 15 SEPTEMBER 2016.

Chair

1 DECEMBER 2016