



POLICY & FINANCE COMMITTEE

MONDAY, 28 FEBRUARY 2022

ADDITIONAL PAPERS

Date published: Friday, 25 February 2022

Agenda Item 6

MINUTES OF SUB COMMITTEES, TASK GROUPS AND WORKING PARTIES
To receive the draft minutes of the South Side Working Party meeting held 7 February 2022 and to consider the recommendation/s contained therein (to follow).
(Pages 1 - 8)

PLEASE BRING THE ATTACHED PAPERS TO THE MEETING IN ADDITION TO THE PREVIOUSLY CIRCULATED AGENDA.

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LEIGHTON-LINSLADE TOWN COUNCIL

SOUTH SIDE WORKING PARTY

MONDAY 7 FEBRUARY AT 1030 HOURS

Present: Councillors M Freeman
R Goodchild
V Harvey
S Jones
F Kharawala (Chair)
T Morris
S Owen
C Palmer (Vice Chair)

Also in attendance: V Cannon, Head of Cultural & Economic Services
M Jahn, Committee Officer
Paul Brown, Peppercorn Company
Cllr P Snelling

Members of the Public: 3

1/SSWP APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Dodwell and Scott and Sam Caldbeck, Central Bedfordshire Council.

2/SSWP APPOINTMENT OF CHAIR

It was proposed and seconded that Councillor F Kharawala be appointed Chair of South Side Working Party. There were no further nominations and Councillor Kharawala took the Chair.

RESOLVED to appoint Councillor F Kharawala Chair of the South Side Working Party.

3/SSWP APPOINTMENT OF VICE CHAIR

It was proposed and seconded that Councillor C Palmer be appointed Vice Chair of South Side Working Party. There were no further nominations.

RESOLVED to appoint Councillor C Palmer Vice Chair of the South Side Working Party.

4/SSWP DECLARATIONS OF INTEREST

Councillor V Harvey declared a personal interest as a member of South Bedfordshire Friends of the Earth and the Leighton Buzzard Society.

Councillors Kharawala and Palmer declared a personal interest as members of the Leighton Buzzard Society.

5/SSWP QUESTIONS FROM THE PUBLIC (3 MINUTES PER PERSON: 15 MINUTES TOTAL)

Three members of the public from the Peppercorn Company attended the meeting to observe and support Paul Brown for agenda item 6.

6/SSWP PEPPERCORN COMPANY

Paul Brown from the Peppercorn Company informed members how the Peppercorn Company had been set up and what their aspirations were.

The Peppercorn centre was a not-for-profit company set up with charitable aims to promote the building of an arts and heritage centre on the south side of the High Street in Leighton Buzzard. A feasibility study had been commissioned which demonstrated that the proposed centre would be self-supporting from revenue it generated and would, therefore, not require public subsidy. Discussions had taken place with landowners and professionals and the next step would be to raise money to enable architects drawings to be made to back up the feasibility study.

Questions were raised regarding whether Central Bedfordshire Council had been included in discussions and whether they would be willing to initially move forward with this option. Members agreed that access to the site would be the main obstacle and its location in the overall scheme of the development of the South Side of the High Street. Pedestrian access would also be preferred from the High Street to the proposed centre via alleyways but the crucial element would be vehicular access. These would be complex and costly issues and would need comprehensive investigation.

Members gave in principle support of the group's independent approach and would look into the options for accessing money to fund the architectural drawings which were subsequently confirmed to cost £13,000 plus VAT.

RECOMMENDED to the Policy & Finance Committee to use Earmarked Reserve 970/9026 to meet £7,500 of the overall cost of commissioning architectural drawings (£13,000 plus VAT), on the proviso that the Peppercorn Company provide the balance by whatever means. That this agreement remains in place until 31 July 2022 to enable the Company to raise the funds.

Paul Brown was thanked for attending the meeting and for the comprehensive feasibility study and it was hoped the project could be moved forward through this Working Party and involvement of Central Bedfordshire Council, the landowners and other interested groups.

7/SSWP CBC WORK UPDATE AND CULTURAL STRATEGY

No updates were available from Central Bedfordshire Council. A request was made for CBC to provide a bullet point list of what they have so far achieved and plans for the future.

8/SSWP GROUP PURPOSE AND OBJECTIVES

Members received and considered a report to provide the objectives of the group and the delivery timetable to achieve them. Councillors also discussed a paper provided by Councillor Owen regarding the objectives needed and that flexibility might be needed to dates and content of meetings to allow progress of the project by this Working Party.

RESOLVED to further develop and maintain a high profile for, and to promote to the relevant bodies and organisations (including by an interchange of views), the opportunities presented by the Land South of the High Street Development site in an effort to encourage and accelerate that development to the benefit of Leighton-Linslade and it's residents.

RECOMMENDED to Policy & Finance to endorse the amended timetable of meeting dates, with flexibility to amend agenda items if and when required.

9/SSWP STAKEHOLDERS

Members considered what stakeholder representatives could be included in the Working Party and after discussion agreed that individual confidential meetings could be held between the Chair, Vice Chair and Head of Cultural and Economic Services, with landowners to pass on information and include them in discussions.

RESOLVED that the suggested memberships were Peppercorn Company, Central Bedfordshire Council, Arts Forum and private landowners.

10/SSWP EXCLUSION OF 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 detailed discussion regarding: Land Ownership.

11/SSWP LAND OWNERSHIP

Councillor Owen spoke to members regarding land ownership of the land South of the High Street and the how to move forward plans for this land and engage with relevant groups and landowners. Guidelines on what questions should be raised should be forwarded by members to the Head of Cultural and Economic Services .

RESOLVED:

Where possible:

- (a) A visual map of all land ownership should be provided**
- (b) A list of all landowners be prepared**
- (c) To contact by phone and follow up with a letter to introduce the South Side Working Party**
- (d) To collate all existing reports**
- (e) To meet in confidence to discuss future plans**

The meeting closed at 1232 hours.

I HEREBY CONFIRM THAT THE FOREGOING IS A TRUE AND ACCURATE RECORD OF THE MEETING HELD ON 7 FEBRUARY 2022.

Chair

7 MARCH 2022

SOUTHSIDE WORKING PARTY

Date: 7 February 2022

Title: Purpose and objectives, and meeting timetable

Purpose of the Report:

To consider the purpose and objectives of the group and the delivery timetable to achieve them

Contact Officer:

Vivien Cannon, Head of Cultural and Economic Services

Corporate Objective/s	LLTC Five Year Plan Vibrancy and Vitality of The Town Centre:
Implications:	
Financial	No
Human Resources	No
Operational/Service delivery	No
Procedural/Legal	Amendments to the purpose, objectives and meeting timetable will be for recommendation to Policy and Finance Committee
Risk/Health and Safety	No
Environmental Aims	No

1 RECOMMENDATIONS

1:1 To receive and consider a communication from Cllr Owen on the Working Party's objectives and recommend any agreed amendments to Policy and Finance Committee for endorsement.

1.2 To receive and consider the amended timetable of meeting dates to Policy and Finance Committee for endorsement.

2. TERMS OF REFERENCE

2.1 The terms of reference and timetable of meetings was endorsed by Policy and Finance Committee (PF) at its meeting on 22/11/21 (ref.297/PF), and is provided below:

South Side Working Party – proposed Terms of Reference:

Reporting to:

Town Council Policy & Finance Committee

Reports/minutes may also be presented to L-L Partnership (Joint) Committee for information

Purpose:

To continue the work started by the Land South of High Street Task & Finish Group by liaising with the local authority on plans to develop the whole of the site, as part of the regeneration project led by Central Bedfordshire Council for this site, and to liaise with third parties to further investigate the requirements and viability of a number of community facilities for the town, potentially to be sited on land south of the High Street or for consideration in relation to other sites/repurposing of existing buildings.

Membership:

Town Councillors C Palmer, S Jones, T Morris, A Dodwell, F Kharawala, S Owen, R Goodchild, M Freeman, V Harvey and one member of the Labour group.

Non councillor members may be appointed (S.O. 4k)

Group need not be subject to proportional representation if the appointing body agrees otherwise (S.O. 4k)

Meetings, Agendas and Minutes:

Not required to be published or open to the public (S.O. 4); however unless deemed confidential, minutes will be published as part of the Policy & Finance Committee agendas.

Duration:

The need for a Task & Finish group or working party will normally be reviewed after six months (S.O. 4m). In this case, Committee may wish to approve a longer period as set out below, prior to further review.

2.2 Subsequent to the endorsement of the above terms of reference, Cllr Owen submitted some discussion points on the working party's objectives with the request that the group give consideration to them at its first meeting. Cllr Owens communication is attached at **Appendix A**.

3 MEETING TIMETABLE

3.1 A revised timetable of meetings has been prepared at the request of Members for consideration at the first meeting. It includes three additional meeting dates (shown in italics) that fit into the existing and proposed list of Council meetings. Members are asked to consider the revised timetable and listed with consideration to existing council service delivery commitments.

3.2 The revised timetable of meetings is below:

Date	Focus of discussion	Possible invitees	Minutes to:
Monday 7 February 2022 <i>(Agenda out 28 Jan)</i>	Arts & Culture – to better understand the CBC research study scope and timescales towards the creation of their Cultural Strategy	Central Bedfordshire Council (Rechelle Dua)	P+F Committee 28 February 2022 <i>(Agenda out 18 Feb)</i>
Monday 7 March 2022 <i>(Agenda out 4 March)</i>	<i>Heritage centre requirements and viability</i>	<i>The Culture Trust, Luton Bedfordshire Archives Service LB & District Archaeological & Historical Society</i>	P+F Committee 11 April 2022 <i>(Agenda out 1 April)</i>
Thursday 21 April 2022 <i>(Agenda out 8 April)</i>	Council accommodation – potential future requirements	Central Bedfordshire Council customer service, LLTC and TACTIC, other youth services providers?	P+F Committee 20 June 2022 <i>(Agenda out 10 June)</i>
Monday 23 May 2022 <i>(Agenda out 13 May)</i>	<i>Performance space – (performing arts) better understanding of current availability and future requirements Possible CBC survey results?</i>	<i>Arts Forum, local drama/music/dance/ groups, Library Theatre, CBC</i>	P+F Committee 25 July 2022 <i>(Agenda out 15 July)</i>
Monday 18 July 2022 <i>(Agenda out 8 July)</i>	Policing – current and future requirements	Community policing team, Chief Constable, PCC, MP?	P+F Committee 19 September 2022 <i>(Agenda out 9 Sep)</i>
Monday 10 October 2022 <i>(Agenda out 30 Sept)</i>	General public/community /conference space	Clubs, interest groups, business groups. - CBC data on community venues?	P+F Committee 14 November 2022 <i>(Agenda out 4 Nov)</i>
Monday 14 November 2022 <i>(Agenda out 4 Nov)</i>	<i>Business incubator facility – general or specialist theme, e.g. creative businesses</i>	<i>CBC business services, creative network reps.</i>	P+F Committee 23 January 2023 <i>(Agenda out X Jan)</i>
Monday 9 January 2023 <i>(Agenda out 30 Dec)</i>	TBC		P+F Committee 27 February 2023 <i>(Agenda out 17 Feb)</i>

Monday 13 March 2023 (Agenda out 3 March)	TBC (22/11/21, 297/PF) <i>The need for a Task & Finish group or working party will normally be reviewed after six months (S.O. 4m). In this case, Committee may wish to approve a longer period as set out below, prior to further review.</i>		P+F Committee 17 April 2023 (Agenda out 7 Apr)
TBC July 2023 (Agenda out)			P+F Committee TBC July/Sept 2023 (TBC Agenda out Apr)

4 CONCLUSIONS

3.1 Any proposed amendments to the terms a of reference and meeting timetable will need to be recommended to Policy and Finance Committee for endorsement.