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20 April 2021

To: The Town Mayor and all Members of Leighton-Linslade Town Council

## **NOTICE OF MEETING**

You are hereby summoned to attend a meeting of Leighton-Linslade Town Council to be held on **Monday, 26 April 2021** commencing at **7.30 pm**. This will be a remote meeting held via Microsoft Teams in accordance with The Local Authorities and Crime Panels (Coronavirus)(Flexibility of Meetings)(England and Wales) Regulations 2020.

<https://tinyurl.com/43bdcyd3> or by tel: +44 20 3795 5672 (Conf.ID: 635 597 759#)

M Saccoccio  
Town Clerk

**Prayers will be said at 1920 hours**

## **AGENDA**

### **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.

### **2. DECLARATIONS OF INTEREST**

- (i) 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.
- (ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).

### **3. TOWN MAYOR'S ANNOUNCEMENTS**

### **4. LEADERS' ANNOUNCEMENTS**

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This will be a remote meeting held via Microsoft Teams in accordance with The Local Authorities and Crime Panels (Coronavirus)(Flexibility of Meetings)(England and Wales) Regulations 2020

**5. QUESTIONS FROM THE PUBLIC**

To receive questions and statements from members of the public as provided for in Standing Order Nos.3 (f) and 3 (g)

**6. MINUTES OF PREVIOUS MEETING (Pages 1 - 14)**

(a) To receive and approve as a correct record the minutes of the Council meetings held on 25 January 2021 and on 1 February 2021 (**attached**) in accordance with Standing Order 12.

(b) To receive information updates on matters arising from the previous meeting (if appropriate).

**7. INSPIRING MUSIC TIME MACHINE PROJECT**

In February 2020 Council approved a financial contribution of £ to the Time Machine project, due to be delivered in Autumn 2020. This was delayed due to Covid-19. To consider whether the Council is happy for the funds, which have been ringfenced by Central Bedfordshire Council, to support delivery of the project in 2021-22.

**8. PROPOSED CHANGES TO STANDING ORDERS (Pages 15 - 46)**

As presented to the Policy and Finance Committee on 29 March 2021, to consider proposed changes to Town Council Standing Orders (original report **attached**).

*(in accordance with SO 26b, once proposed and seconded, any amendments will stand adjourned without discussion until the next ordinary meeting of the Council).*

**9. FIVE YEAR FINANCIAL PLAN (Pages 47 - 60)**

As recommended by the Policy & Finance Committee on 22 February 2021, to consider endorsing the five year financial plan (original report **attached**).

**10. PARSON'S CLOSE INCLUSIVE ADVENTURE (Pages 61 - 126)**

As presented to the Policy and Finance Committee on 19 April 2021, to consider funding arrangements for this project (report attached).

**11. CALENDAR OF MEETINGS 2021-2022 (Pages 127 - 142)**

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To consider arrangements for meetings and decision making from 7 May 2021 (report **attached**).

**12. ANNUAL REPORT** (Pages 143 - 158)

As presented to the Policy and Finance Committee on 19 April 2021, to consider approval of the Annual Report for 2020-21 (**attached**) (financial details to be added following completion of year end accounting statements).

**13. OPERATION DODFORD 2021-2022** (Pages 159 - 170)

To consider the recommendation made by the Community Safety Sub-Committee on 12 April 2021: to approve the Operation Dodford agreement with Bedfordshire Police for the period 1 April 2021 – 31 March 2022 (**attached**).

**14. COMMITTEE MINUTES** (Pages 171 - 280)

- (i) To receive and note the Minutes of Committee meetings held between 19 January 2021 – 21 April 2021 as specified below (**attached**).
  - (ii) To consider the recommendations contained in committee minutes which have not already been resolved, as specified below.
  - (iii) To receive any relevant verbal updates from officers or Committee Chairs and any councillor comments or questions relating to the below minutes.
    - a) Planning & Transport Committee 27 January 2021
    - b) Partnership Committee 4 February 2021
    - c) Planning & Transport Committee 17 February 2021
    - d) Policy & Finance Committee 22 February 2021
    - Recommendation at Minute Reference 200/PF (Investment Strategy)***
    - e) Cultural & Economic Committee 1 March 2021
    - f) Grounds & Environmental Committee 8 March 2021
    - g) Planning & Transport Committee 10 March 2021
    - Recommendation at Minute Reference 180/P (Temporary High Street Pedestrianisation)***
    - h) Policy & Finance Committee 29 March 2021
    - Recommendations at Minute Reference 214/PF (Third Party Funding Protocol) and 216/PF (Budget underspend).***
    - i) Planning & Transport Committee 31 March 2021
    - j) Policy & Finance Committee 19 April 2021 (to follow)
    - Recommendations at Minute Reference 225/PF (minor amendments to Financial Regulations and Standing Orders\*\* to fairly reflect Brexit transitional advertising of contract arrangements), 226/PF (Health and Safety Policy), 227/PF (Lone working policy), 229/PF (Complaints Policy), 230/PF (Freedom of Information Policy)***
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**\*\* per SO 26b, proposed changes incorporate statutory requirements and need not stand adjourned without discussion until the next ordinary meeting of the Council.**

## **15. GOVERNMENT WELCOME BACK FUND**

(a) To receive a verbal update in respect of the Government's Welcome Back Fund, to be distributed via Central Bedfordshire Council (formal correspondence is awaited from CBC).

(b) To consider the recommendation made by the Partnership Committee at its meeting held 15 April 2021: **that the Town Council expedite discussions regarding the Welcome Back Fund.**

(c) To consider the following Motions proposed by Councillor Victoria Harvey.

### **PUBLIC REALM: HIGH STREET**

To consider the following Motion proposed by Councillor Victoria Harvey:

The temporary pedestrianisation of the High Street has created a safe space outdoors for people to shop and mix socially with social distancing. However despite the increased space there are presently few places to sit down especially in light of social distancing. An increase in seating will make the High Street accessible to those who are disabled or frail or for those who want to sit and talk and increase the attractiveness of the High Street as a place to visit which in turn supports the local economy,

In light of the temporary pedestrianisation of the High Street this Council resolves to support the attractiveness and safety of the High Street by the purchase and installation of between 2-4 benches in the same style as the existing benches in the High Street.

This council resolves to fund these benches either from earmarked reserves or from the Opening High Street Safely funding from government via Central Bedfordshire Council. Installation would be with the permission of Central Bedfordshire Council. The exact locations would be planned with consultation between officers so that the market and any planned events are not negatively affected. The benches would be installed so that they can be relocated to LLTC owned locations if the temporary pedestrianisation does not continue after the ending of the TTRO.

### **GREENING IN THE HIGH STREET**

To consider the following Motion proposed by Councillor Victoria Harvey:

Evidence from surveys and feedback from the public especially after losing the two birch trees in the High Street shows that many residents would support an increase in planters, trees and shrubs in the High Street as more greenery in the High Street would increase attractiveness of the public realm, supporting biodiversity, as a reflection of environmental ambitions of LLTC and due to the

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cooling effect on urban heat.

This council resolves to set up a Task and Finish group to look at Greening the High Street and explore potential funding from Reopening High Streets Safely Fund, Central Bedfordshire Council's Community Tree Grant.

## 16. **QUESTIONS FROM COUNCILLORS**

To receive questions from Councillors as provided for in Standing Order No.27, provided three clear days' notice of the question has been given to the person to whom it is addressed.

## 17. **REAR BOUNDARY OF LINSLADE MEMORIAL PLAYING FIELD**

To receive a report regarding the dilapidated rear boundary fence at Linslade Memorial Playing Field **(to follow)** and to consider the recommendation/s contained therein.

*The meeting is due to end by 2200 hours at the latest unless Standing Order 3(x) is suspended before this time.*

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