



27 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 **Tuesday, 4 May 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/2cjtjfc> or by tel: +44 20 3795 5672 (Conf. ID: 412 994 712#)

M Saccoccio
Town Clerk

Prayers will be said at 1920 hours

AGENDA

1. ELECTION OF CHAIR (TOWN MAYOR) (Pages 1 - 6)

To elect a Town Mayor for the ensuing year (Protocol for Mayor **attached**).

2. DECLARATION OF ACCEPTANCE OF OFFICE (Pages 7 - 8)

The newly elected Town Mayor will make the Declaration of Acceptance of Office (**attached**).

3. TOWN MAYOR'S ANNOUNCEMENTS

4. ELECTION OF VICE CHAIR (DEPUTY TOWN MAYOR)

To elect a Deputy Town Mayor for the ensuing year (Protocol **attached**).

5. DECLARATION OF ACCEPTANCE OF OFFICE (Pages 9 - 10)

The newly elected Deputy Town Mayor will make the Declaration of

Acceptance of Office (**attached**).

6. 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.

7. 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).

8. LEADER OF THE COUNCIL (Pages 11 - 14)

To elect a Councillor to be Leader of the Council (Protocol for Leader is **attached**).

9. GROUP LEADERS

To announce the Leaders and Deputy Leaders of the political groups represented on the Council.

10. GROUP LEADERS' ANNOUNCEMENTS

11. QUESTIONS

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

12. COMMITTEE STRUCTURE, TERMS OF REFERENCE AND SCHEME OF DELEGATION (Pages 15 - 24)

- (a) To agree the main Committee structure for the ensuing year (existing
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structure **attached**).

(b) To continue with existing memberships and Chairmanships to committees and sub-committees, plus existing appointments to outside bodies, until the next Council meeting (following the by-election in St. George's ward).

(c) To agree the Terms of Reference for each standing Committee (current Terms of Reference **attached**).

Notes: at the first meeting of each main Committee, the Terms of Reference for Sub-Committees will be considered.

(d) To agree the Scheme of Delegation (current Scheme **attached**).

(to be updated if proposed amendments to Standing Orders, which include delegated authority, are approved)

13. **PARTNERSHIP COMMITTEE**

To appoint five Town Councillors to join the Partnership Committee for the ensuing year. Five Councillors will also be appointed by Central Bedfordshire Council to the Committee.

(Note: the committee Chair will be elected at the first meeting of the Committee in 2021-22)

14. **TOWN COUNCIL STANDING ORDERS** (Pages 25 - 52)

As proposed and seconded at Council on 26 April 2021, to consider adopting proposed amendments to Town Council Standing Orders (proposed amendments shown in blue type and highlighted in the **attached** document).

15. **SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY** (Pages 53 - 70)

At its meeting held 29 March 2021, the Policy and Finance Committee agreed a number of policy reviews. Council is asked to consider the revised Safeguarding Children and Young People Policy (**attached** with supporting documentation).

16. **GRANTS 2021-2022** (Pages 71 - 134)

(a) To consider applications for General Grants of up to £500 as per the **attached** summary. Available budget is £10,000. General grant guidelines are **attached**.

(b) To approve the release of 2021-22 Guaranteed Grant funding to recipients. A reminder of the Guaranteed Grants approved in 2020 is **attached** along with reports on use of funding in 2021-21 (**attached**).

17. **WELCOME BACK FUND** (Pages 135 - 140)

- (a) To receive correspondence from Central Bedfordshire Council in respect of the Government's Welcome Back fund (**attached**).
- (b) To agree that an informal Councillor workshop be held on Monday, 10 May at 7:30pm to discuss potential use of funding.
- (c) To agree that formal ratification of discussion on 10 May take place by one of the following mechanisms in order that ideas may be submitted to Central Bedfordshire Council before the deadline date of **28 May 2021**: either that an extraordinary one-item Council meeting takes place on **Monday, 17 May 2021** *or* if this is not possible, that ratification take place by delegation to the Proper Officer with email approval by Councillors as per the decision making procedure endorsed by Council on 20 March 2020.

18. FINANCIAL BANKING ARRANGEMENTS (Pages 141 - 142)

To receive a report regarding the precept and banking arrangements (**attached**) and to consider the recommendation/s contained therein.

19. EXCLUSION OF THE PUBLIC

The Council 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: Community Action Bedfordshire and Appointment of a Planning Consultant.**

20. COMMUNITY ACTION BEDFORDSHIRE (Pages 143 - 146)

To receive information (**attached**) and consider Guaranteed Grant funding in respect of Community Action Bedfordshire.

21. APPOINTMENT OF PLANNING CONSULTANT

Further to consideration of expressions of interest by the Policy and Finance Committee on 19 April 2021, to consider appointing a planning consultant.
