



Mark Saccoccio

Town Clerk

01525 631920

info@leightonlinslade-tc.gov.uk

www.leightonlinslade-tc.gov.uk

Thursday, 22 October 2020

To: Members of the Policy & Finance Committee (Councillors S Jones, A Dodwell, D Bowater, C Palmer, R Berry, T Morris, G Perham, D Scott, M Freeman, R Goodchild and S Owen)

(Copies to all Town Councillors for information)

## NOTICE OF MEETING

You are hereby summoned to attend an extraordinary meeting of **Policy & Finance Committee** to be held on **Thursday, 29 October 2020** commencing at **9.15 am, to be held remotely** via Microsoft Teams in accordance with The Local Authorities and Crime Panels (Coronavirus)(Flexibility of Meetings)(England and Wales) Regulations 2020. The meeting link is below:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_YjAxMWIxNDktODgzMy00YTc0LWI0OGEtZWUzOWZkYzNIYzA%40thread.v2/0?context=%7b%22Tid%22%3a%2243be2b38-f73a-4576-be88-53d30b9697ef%22%2c%22Oid%22%3a%225c24f997-2ebc-40a3-9343-b16681c77adf%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjAxMWIxNDktODgzMy00YTc0LWI0OGEtZWUzOWZkYzNIYzA%40thread.v2/0?context=%7b%22Tid%22%3a%2243be2b38-f73a-4576-be88-53d30b9697ef%22%2c%22Oid%22%3a%225c24f997-2ebc-40a3-9343-b16681c77adf%22%7d)

M Saccoccio  
Town Clerk

**THIS MEETING MAY  
BE RECORDED \***

## 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. EXPENDITURE FROM RESERVES (Pages 1 - 2)**

To consider approving expenditure from reserves as set out below:

(a) Bus shelters

To consider the recommendation below made by the Planning and Transport Committee on 21 October 2020:

**RECOMMENDED to the Policy and Finance Committee that a total of up to £12,000 be drawn down from Earmarked Reserve 920/9056 – Highway Schemes (£29,080) and a further £12,000 to be drawn down from General Reserves for the supply and installation of up to 4 number “Bay Standard Shelters with quarter end panels” to be used in West Street as occasioned by the TRO for the High Street; As Town Council assets, the shelters to remain located within the parish to ensure ongoing benefit to residents.**

(b) Railings

To consider the recommendation below made by the Planning and Transport Committee on 21 October 2020:

**RECOMMENDED to the Policy and Finance Committee that up to £2,000 be drawn down from Earmarked Reserve 920/9056 – Highways Schemes – for railings to surround the flower bed outside Taylors Estate Agents on North Street.**

(this land is owned by Central Bedfordshire Council so will be subject to their consent)

(c) Laptop computers

To consider approval of expenditure in the amount of £1,258 from earmarked reserve 9060/920 (I.T./Mod.gov, £5000 available) for the purchase of two laptops for staff use, due to home working and distancing requirements arising from the Covid-19 pandemic.

---

\* Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member, officer or member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session. The use of images or recordings arising from this is not within the Council's control.



## Planning and Transport Committee

---

**Date:** 21st October 2020

**Title:** The Provision of Temporary Bus Shelters

**Purpose of the Report:** To seek Member endorsement to use Earmarked Reserve 920/9056 – Highway Schemes for the purposes of providing 2 no. temporary bus shelters for West Street as a consequence of High Street pedestrianisation (temporary).

**Contact Officer:** Mark Saccoccio – Town Clerk

<b>Corporate Objective/s</b>		
<b>Implications:</b>		
<b>Financial</b>	√	The proposal would have an impact upon Earmarked Reserves with a total of £12,000 being drawn down from Highway Scheme's budget
<b>Human Resources</b>		
<b>Operational/Service delivery</b>	√	The said purchase would be become town council assets meaning that at any time, the town council could move them to elsewhere within the parish or indeed be used for other uses.
<b>Procedural/Legal</b>	√	The Local Government Misc. Provisions Act 1953, s.4; Parish Councils Act 1957, s.1
<b>Risk/Health &amp; Safety</b>		

### 1. RECOMMENDATIONS

Should Members be minded:-

- 1.1 To recommend to Policy and Finance Committee that a total of £12,000 be drawn down from Earmarked Reserve 920/9056 – Highway Schemes (£29,080) for the supply and installation of 2 number “Bay Standard Shelters with quarter end panels” to be used in West Street as occasioned by the TRO for the High Street;
- 1.2 As Town Council assets, the shelters be moved thereafter to suitable parish location(s) for the direct benefit of the parish.

## **2 BACKGROUND**

- 2.1 At its meeting held 24<sup>th</sup> August 2020, Council resolved that it “welcomes the announcement made by Central Bedfordshire Council on Monday 17<sup>th</sup> August that temporary shelters and additional seating are being investigated at the bus stops in West Street (occasioned by the TRO on the High Street pedestrianisation) and would ask that this Council be kept informed of the timescales for completion and progress”.
- 2.2 Since Council resolution, it is understood that additional seating has been installed. As set out in the resolution, the Town Council is keen to do whatever it reasonably can to seek the speedy installation of shelters to the benefit of bus users. Although the Town Council is not responsible for highways or indeed public transport provision, the Local Government Misc. Provisions Act 1953, s4; Parish Councils Act 1957, s1 allows for parish councils to provide roadside shelters and seats should it deem it appropriate and necessary to do so. Should Members be minded to support the purchase, the said bus shelters would become town council assets over which the council would have control. For example, at its discretion or cessation of the High Street pedestrianisation trial, the town council may decide that in the common interests of the parish, to relocate the said assets elsewhere. By doing this, the parishioners would continue to enjoy the benefits.

## **3 NEXT STEPS**

- 3.1 Should Members be minded to support the proposal, a recommendation would thereafter be made to the Policy and Finance Committee over which budgetary control rests. That is, funding would be drawn down from the said Highways Schemes Earmarked Reserve.
- 3.2 As part of its deliberations, the Planning and Transport Committee may well wish to consider expediting this matter by requesting a single item extraordinary meeting of the Policy and Finance Committee be held. The rationale being that time is of the essence and given the anticipated lead-in time between ordering and installation, an argument could be made that it is in the common interests of bus users to do so as soon as practicable.