



Friday, 10 September 2021

To: Members of the Policy & Finance Committee (Councillors S Jones, A Dodwell, C Palmer, R Berry, T Morris, G Perham, D Scott, M Freeman, R Goodchild, S Owen and F Kharawala)
(Copies to all Town Councillors for information)

NOTICE OF MEETING

You are hereby summoned to attend a meeting of **Policy & Finance Committee** to be held on **Monday, 20 September 2021** commencing at **7.30 pm** in the Council Chamber, The White House, Hockliffe Street, Leighton Buzzard LU7 1HD.

**THIS MEETING MAY
BE RECORDED ***

M Saccoccio
Town Clerk

Please do not attend this meeting if:

- *You, anyone you live with or anyone in your support bubble has tested positive for Covid-19 or has symptoms of Covid-19.*
- *You have been advised to self-isolate by NHS Test and Trace, the NHS app or for any other reason.*
- *You are within the required quarantine period having returned to the UK from a non-exempt country.*

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. APPOINTMENT OF VICE CHAIR 2021-2022

3. 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).

4. QUESTIONS FROM THE PUBLIC (3 MINUTES PER PERSON; MAXIMUM 15 MINUTES)

To receive questions and statements from members of the public in respect of any item of business included in the agenda, as provided for in Standing Order No.s 3 (e) (f) (g) and 3(h).

Members of the public are very welcome to attend the meeting but are asked to note that attendance numbers are limited. Please contact us to advise if you wish to attend before 4pm on the day of the meeting. Written representations may also be submitted before 4pm on the day of the meeting.

5. MINUTES OF PREVIOUS MEETING (Pages 1 - 6)

- (a) To receive and approve as a correct record the minutes of the Policy and Finance Committee meetings held on 26 July 2021 and on 23 August 2021 (**attached**) in accordance with Standing Order 12.
- (b) To receive information updates on matters arising from the previous meeting (if appropriate).

6. APPROVED DECISIONS (Pages 7 - 8)

To receive and formally note the decisions taken since the previous meeting by delegation to the Town Clerk with email approval from a majority of committee members (**attached**).

7. JULY AND AUGUST 2021 PAYMENTS (Pages 9 - 24)

To receive and note the schedule of July invoices paid in August 2021 (**attached**) and August invoices paid in September 2021 (**to follow**) (approved for payment by the Town Clerk and two bank signatories).

8. THIRD PARTY FUNDING REQUEST (Pages 25 - 26)

To receive and consider correspondence (**attached**) from the Royal British Legion.

9. PLANNING LED POLICY DOCUMENT (Pages 27 - 44)

To receive the consultant's report commissioned in respect of developing a planning led policy and to consider next steps and/or recommendations to Council.

10. COMMITTEE OBJECTIVES AND WORK PLAN (Pages 45 - 48)

To receive and consider the Committee work plan and objectives for 2021-22 (attached).

11. TOWN COUNCIL MEMBERSHIP (Pages 49 - 50)

To receive and consider correspondence from Central Bedfordshire Council in respect of the number of councillors on the Town Council (**attached**).

12. COMMUNICATIONS UPDATE (Pages 51 - 56)

To receive and note a communications update report.

13. ASSETS (Pages 57 - 74)

To receive and note the current asset register (**attached**), which will have a comprehensive review before the start of 2022-23.

14. FACILITIES IMPROVEMENTS (Pages 75 - 78)

To receive a report regarding potential expenditure from the Facilities Improvements earmarked reserve (**to follow**) and to consider the recommendation/s contained therein.

15. 999 DAY (Pages 79 - 86)

To receive information on 999 Day (Emergency Services Day) and to consider recommending to Council endorsing the Motion set out on the final page of the document (**attached**).

16. LAND SOUTH OF THE HIGH STREET

To determine next steps, further to the discussion at the previous meeting and at the Partnership Committee meeting held 9 September 2021.

17. WINTER SALT POLICY

As requested by the Market Sub-Committee on 25 February 2021 (50/MK), to review the current winter salt policy (report and current policy **to follow**).

18. PARTNERSHIP PROJECT LIST REVIEW

As part of the review requested by Partnership Committee in April 2021, to review the Partnership Project List (**attached**) and consider any recommendations to Council in respect of potential changes. The review terms endorsed by Partnership Committee were:

The review will focus on removal of outdated objectives and aim to provide direction in terms of priority projects. Any additions to the list will only be permitted further to an endorsement by either Leighton Linlade Town Council or Central Bedfordshire Council and/or where clear evidence of public consultation can be demonstrated.

* 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.
