

**LEIGHTON-LINSLADE TOWN COUNCIL**  
**MINUTES OF CULTURAL & ECONOMIC COMMITTEE**

**MONDAY, 3 JUNE 2019 AT 7.30 PM**

Present: Councillors            A Dodwell (Chair)  
   S Hemmings (Vice-Chair)  
   C Chambers  
   K Cursons  
   D Bowater  
   G Perham  
   M Freeman  
   R Goodchild  
   P Snelling

Also in attendance:            M Saccoccio, Town Clerk  
   V Cannon, Head of Cultural and Economic  
   Services  
   T Quinn, TACTIC Manager  
   B Bodsworth, Events Contractor  
   M Jahn, Committee Officer  
   S Jewell

Members of the public:        0  
Members of the press         0

**1/CE      APPOINTMENT OF VICE-CHAIR**

It was proposed and seconded that Councillor S Hemmings be appointed Vice Chair of the Committee for the municipal year 2019-2020. There were no further nominations.

**RESOLVED to appoint Councillor S Hemmings Vice Chair of the Cultural and Economic Services Committee for 2019-2020.**

**2/CE      APOLOGIES FOR ABSENCE**

No apologies for absence had been received.

**3/CE      DECLARATIONS OF INTEREST**

Members were asked to declare any interests, including the nature of those interests, which they had in any of the items under consideration at this meeting.

Councillor Freeman declared an interest in Agenda item 7 Community Events Update Report, point 7 VE Day Commemorations 2020, as a member of the

British Legion.

4/CE **QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

5/CE **MINUTES OF PREVIOUS MEETINGS**

The Committee received the draft minutes of the previous committee meetings held on 11 March 2019.

Item ref 165/CE Allocation of S106 Funds Report – a question was raised asking if the S016 money should be used to resurface Bell Alley. The Head of Cultural and Economic Services confirmed this area had been identified by the Town Council as one of four areas within the town where improvements were needed to enhance the surrounding area.

**RESOLVED that the minutes of the Cultural and Economic Services Committee held on 11 March 2019 be approved as a correct record and were signed accordingly.**

6/CE **SUB COMMITTEE MINUTES**

The Committee received the draft minutes of the Market Sub-Committee meeting held on 23 May 2019 for consideration.

**RESOLVED to receive the draft minutes of the Market Sub-Committee meeting held on 23 May 2019.**

7/CE **COMMUNITY EVENTS UPDATE**

The Committee received a progress report on community events including the Big Lunch, Linslade Canal Festival, Music in the Park, Living History and Christmas Festival Weekend preparations and VE Day Commemorations 2020. This would be the first year the Linslade Canal Festival would run until 8.00 pm in The Paddocks area with live music and food stalls remaining open. It was confirmed the road closures would cease at 5.00 pm but carparking would still be available until the event ended at Cedars Upper School and Linslade Middle School.

Thanks were given to the Events Team for the very successful Big Lunch event on Sunday 2 June with 40 vendors attending, live music, children's workshops and walkabout entertainers. Feedback so far had been positive and a survey on social media was underway and would be reviewed once completed.

It was noted that information had been received regarding the 75th anniversary commemorations for VE day in 2020 over the weekend of 8th – 10th May. The Town Council would endeavour to fulfil the requirements of these commemorations by undertaking activities over the weekend in

partnership with local organisations and discussions have been held with Churches Together and the British Legion.

**RESOLVED to –**

**1.1 note the report**

**1.2 approve the draw-down of £5000 (4508/101) from council reserves to support the VE Day celebrations in 2020**

**8/CE SOCIAL HERITAGE TRAIL**

The Committee received an update report regarding the progress of the new trail, being named 'Living History Trail.' It was proposed to launch the trail during the Living History Day event on 5th October 2019. The Committee was informed the format of the trail included an App for use on phones and tablets, a trail map leaflet and information on the Town Council website. The trail would focus on the town's social history with each trail location focussing on a person from the town's history. It was hoped the App and the trail could be designed to allow additional information to be added as it developed with the possibility of including other languages as an added option.

**RESOLVED to note the report.**

**9/CE BUSINESS NETWORKING EVENT**

The Committee received a progress report on the Business Networking Event. The event had been held annually since 2013 providing the opportunity for local business people to network, seek advice and develop contacts to promote their own business.

At the last event held on 24 April 2019 a total of 177 people attended on the night and from the evaluation the majority of attendees found the event useful to them and their business. A member of the public recommended the event for an award at the Luton and Bedfordshire Small, Medium Enterprises Business Awards Event and the Council was one of three finalists in the Business Networking Group of the Year category.

**RESOLVED to**

**1.1 note the report**

**1.2 carry forward the unspent budget of £105.80 into financial year 2020/21 to contribute to the next year's event and in recognition of ever increasing delivery costs.**

**10/CE TACTIC UPDATE**

The Committee received and considered a report to update members of work undertaken at TACTIC during February 2019 to April 2019 including the Youth Work Programme, staffing, Youth Forum, Pop Art project, TANG group and that a TACTIC Youth Volunteer won the High Sheriff's Young

People's citizenship Award for her outstanding contribution to volunteering in Leighton Buzzard. Events would be run over the coming months with a Basketball course starting on the 19 June for 5 weeks at Pages Park and various short projects being held over the summer holiday period.

It was noted that the Youth Forum project had seen the group design a Top Ten Tips mental health booklet for young people and were undertaking training called 'Puzzled Minds' which enabled them as young people to train to raise awareness on mental health with their peers.

**RESOLVED to note the report.**

#### 11/CE **MARKET POLICY UPDATES**

The Committee received and considered a report to review and update Market Policies and Procedures. At a recent Market Sub Committee meeting it had been agreed to rename the Market Cancellation Policy to Market Safety Policy. After further consideration and discussion a suggestion had been made to create two separate policy documents entitled Adverse Weather Policy and Critical Incident Policy thus deleting the Market Safety Policy.

After discussion the Committee **RESOLVED to -**

- 1.1 endorse the creation of two separate policy documents entitled, Adverse Weather Policy and Critical Incident Policy, thus deleting the single document recently renamed Market Safety Policy.**
- 1.2 RECOMMEND to Policy and Finance Committee to endorse the Critical Incident Policy with agreed minor alterations and await further development of the Adverse Weather Policy.**

#### 12/CE **BUDGET REPORT**

The Committee received a budget update report for the revenue and earmarked reserves.

**RESOLVED to**

- 1.1 note the report**
- 1.2 allocate earmarked reserves budget 9028, (signage) to continue signage improvements for Ryland Mews and Bell Alley in keeping with previous work at Peacock Mews and Friday Street.**
- 1.3 endorse spend on installing fire doors in TACTIC at £2,100 from earmarked reserves budget 9020.**
- 1.4 endorse the use of earmarked reserves budget 9020, of £1,656, for updating of 3 x computers for young people's use.**
- 1.5 recommend release of £114 from earmarked reserves budget 9049 to Homeless charity of the Youth Forum's preference.**
- 1.6 recommend moving earmarked reserves budget line 9027 and**

**remaining funds of £249, into the Economic Development earmarked reserves 9018.**

**13/CE TOWN CENTRE WI-FI**

The Committee received an update report regarding the Town Centre Wi-Fi. Following further investigations into the provision of town centre Wi-Fi, quotes had been received from two suppliers and the primary element of the quote was the provision of Wi-Fi within the High Street. Officers requested that the suppliers also provide additional information on how their systems could be enhanced to support town centre footfall intelligence gathering and the costs involved.

**RESOLVED to**

- 1.1 RECOMMEND to Council to enter into a delivery contract with supplier 'B' for town centre WiFi provision and footfall insight provision for three years at a cost of up to £38,000.**
- 1.2 RECOMMEND to Council that officers liaise with Central Bedfordshire Council to draw down s106 monies reflective of Council's endorsed recommendation above.**

**14/CE SUSPENSION OF STANDING ORDER 3(X)**

It was noted that in order to continue the meeting past 10pm, Standing Order 3(x) would need to be suspended.

**RESOLVED to suspend Standing Order 3(x) for a maximum of thirty minutes.**

**15/CE COMMITTEE OBJECTIVES AND WORK PLAN**

The Committee received the Committee Objectives and Work Plan for 2019-2020.

**RESOLVED to note the report.**

**16/CE SERVICE UPDATES**

The Committee received verbal updates on Best Bar None, Pigeon Management, Electronic Signs and the Town Centre Architectural Lighting Scheme.

The Best Bar None scheme was now working towards completion with most assessments now finished and the People's Vote opening, culminating in an awards ceremony on the 16th September 2019. Vulnerability Awareness training had also taken place with staff from pubs in Leighton-Linslade, Dunstable, Sandy, Biggleswade and Houghton Regis and had been well received and attended.

**RESOLVED to note the updates.**

The meeting closed at 10.02 pm.

I HEREBY CONFIRM THAT THE FOREGOING IS A CORRECT AND ACCURATE RECORD OF THE MEETING HELD ON MONDAY, 3 JUNE 2019.

Chair

DATE