

LEIGHTON-LINSLADE TOWN COUNCIL
MINUTES OF CULTURAL & ECONOMIC COMMITTEE
MONDAY, 13 SEPTEMBER 2021 AT 7.30 PM

Present: Councillors A Dodwell (Chair)
 S Hemmings
 K Cursons
 D Bowater
 G Perham
 M Freeman
 R Goodchild
 R Yates
 D Scott
 S Owen (substituting for P Snelling)

Also in attendance: S Sandiford, Deputy Town Clerk
 B Bodsworth, Events Contractor
 V Cannon, Head of Cultural and Economic
 Services
 M Jahn, Committee Officer
 L Farmer, TACTIC Manager
 S Jewell – Cultural & Economic Service Support
 Officer – part meeting
 A Pidsley – Barrel Organ Theatre
 R Gray – Barrel Organ Theatre
 Cllr Harvey

Members of the public: 0
Members of the press 0

90/CE APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor P Snelling, substituted by Councillor S Owen and the Town Clerk.

91/CE APPOINTMENT OF VICE CHAIR 2021-2022

RESOLVED to appoint Councillor S Hemmings Vice Chair of the Cultural and Economic Services Committee for the municipal year 2021-2022.

92/CE DECLARATIONS OF INTEREST

No declarations of interest were made and no dispensations were requested

93/CE QUESTIONS FROM THE PUBLIC

A question which had been submitted in advance by a member of the public was read out, in relation to the Greensand Ridge walk/cycle gateway feature and the purpose of the water fountain, given the need to reduce plastic usage.

It was clarified that it would be a bottle refill water station and was therefore encouraging re-use of drinks containers rather than the purchase of disposable water bottles.

94/CE **MINUTES OF PREVIOUS MEETINGS**

The Committee received the draft minutes of the previous Cultural and Economic Services Committee meeting held on 1 March 2021.

RESOLVED that the minutes of the Cultural and Economic Services Committee meeting held on 1 March 2021 be approved as a correct record, to be signed by the Chair as a correct record.

95/CE **APPROVED DECISIONS MAY - AUGUST 2021**

The Committee received a record of the decisions taken during the period May – August 2021 in accordance with the scheme of delegation agreed by Council, with email approval by a majority of committee members.

RESOLVED to note the report.

96/CE **SUB-COMMITTEE AND TASK AND FINISH GROUPS**

(a) The Committee received the draft minutes of Sub-Committee and Task and Finish group meetings for consideration.

RESOLVED to receive the:

- (i) **draft minutes of the Older Persons Sub-Committee meeting held on 27 May 2021.**
- (ii) **draft minutes of the Market Sub-Committee meeting held on 5 August 2021.**
- (iii) **draft minutes of the Living History Event Task & Finish Group 24 March 2021.**

Committee considered the recommendations made by the Market Sub-Committee (minute reference 60/MK and 62/MK).

RESOLVED to secure the National Market Trader Federation (NMTF) insurance cover at a cost of £250 using cost centre 412/4519, to enable young traders to commence trading at low cost and from 16 to 30 years of age.

RESOLVED to approve the proposed guidelines for how traders may

submit a request for an agenda item for the Market Sub-Committee.

Committee considered the recommendations made by the Living History Task and Finish Group (minute reference 11/LH) and confirmed budget amount and earmarked reserve budget code.

RESOLVED to endorse the change in approach from Living History Day to the creation of an annual trail each October, with associated activities.

RESOLVED to endorse the use of earmarked reserves (970/9018) budget for the provision of photographic displays, up to £2000.

- (b) The Committee agreed that the specific task of the Living History Task and Finish Group had been completed and that it was not required to meet any further at present.

RESOLVED to approve the minutes of the Living History Task and Finish group meeting held on 24 March 2021, to be signed accordingly.

- (c) The Committee considered Terms of Reference for Sub-Committees.

RESOLVED to endorse Sub-Committee Terms of Reference as follows:

- (i) **Market Sub-Committee: To work with the Market Manager in setting policies, rules, regulations and charges for the running of the Street Market.**
- (ii) **Older Persons Sub-Committee: To assist with the progression of work on schemes for elderly people and to bring forward detailed recommendations for Committee consideration**

97/CE BARREL ORGAN THEATRE

Committee received a written proposal and covering report accompanied by a verbal presentation regarding a request from the Barrel Organ Theatre for grant funding to support the provision of a community based theatre initiative, which would be delivered over a period of several months. Project delivery would be dependant upon the majority of funding being awarded through a grant application to Arts Council England.

RESOLVED to approve a contribution of £2,000 from earmarked reserve, Cultural and Economic Services (970/9026) to Barrel Organ Theatre Company to be awarded on the proviso that the company first secure the necessary funds to deliver its proposed theatre project, and that this budget be held for a period of one year to allow the company time to raise funding.

98/CE 55UP , OLDER PERSONS PROJECTS

Committee received a report and verbal update in respect of projects for older people, in particular the recent tender process for the provision of a technical support helpline to help address digital inclusion issues. It was noted that as the funding for projects was in the Future Projects earmarked reserve (per the five year financial plan), a recommendation would need to go to Council. A recommendation was put forward for the matter of expenditure from earmarked reserves to be considered by Policy and Finance Committee to avoid undue delays in project authorisation.

RECOMMENDED to Council that:

- (i) the 55up technical helpline contract be awarded to applicant A (Citizens Online), for two years, 2021 to 2023, inclusive of the option to extend for a further one or two years should Committee deem appropriate.**
- (ii) That Council delegates authority to Cultural and Economic Services Committee to oversee the delivery of all works relating to 55up projects.**

RECOMMENDED to the Policy and Finance Committee to review the processes associated with expenditure from earmarked reserves to avoid undue delays in progression of projects and activities.

99/CE EVENTS UPDATE REPORT

The Committee received a detailed report and a verbal update in respect of 2021 community events and proposals for 2022 community events. The Committee expressed its appreciation for the changes made in 2021 to enable community events to proceed despite the uncertainty over Covid-19 measures. It was noted that events had been well received by residents.

It was hoped that the 2021 Christmas Festival event could proceed along normal lines but was noted that should changes be necessiated by the pandemic, cancellation charges might have to be paid.

RESOLVED:

- (i) To continue with the planning and delivery of the Christmas Festival.**
- (ii) To endorse the dates for the 2022 series of events and allow planning to commence.**
- (iii) To endorse the increasing of event budgets hereafter as an annual growth item in line with the Retail Price Index.**
- (iv) To endorse the allocation of previously dedicated un-spent earmarked reserves towards enhancing event delivery (Ref. 140/CE, Ref. 23/CE and Ref. 87/CE), to be spent in the**

financial years 2022/2023 & 2023/2024.

(v) To thank everyone involved in the 2021 community events which had been particularly challenging due to the multiple changes in approach necessitated by the Covid-19 pandemic.

100/CE TACTIC WORK UPDATE**TACTIC WORK UPDATE**

The Committee received a written report and a verbal update on the work of the Teenage Advice and Information Centre. This included the recent revamp of the garden to provide a safe and attractive outdoor space for use by young people, a relaunch of the former Youth Forum as “We Are Youth” and a new project named “Boost” aimed at boosting self-esteem and self-confidence, which was an issue exacerbated by the Covid-19 pandemic.

It was noted that the pandemic had also resulted in increasing referrals for mentoring including self-referrals as well as those from schools and doctors. The biggest issue was anxiety stemming from the pandemic and associated lockdown periods. Currently the Centre had 24 open cases and 14 on the waiting list. Discussions were taking place with CHUMS regarding the possible recommencement of counselling sessions.

RESOLVED to note the report.

101/CE SERVICE UPDATES

The Committee received a report with updates on various projects and activities including town centre Wi-Fi, town centre footfall, public conveniences, Children’s Trail, Black History Month, the Welcome Back Fund and work with Fairtrade Leighton-Linslade in the lead up to the October United Nations Conference on Climate Change (COP26).

RESOLVED:

- (i) To note the report and**
- (ii) To endorse the securing of legal advice and to draw up necessary formal communications that protect the copyright of the Children’s Trail and in consultation with the Town Clerk allocate £1000 from Professional Fees (annual budget, 12/4384) for this purpose.**

102/CE BUDGET REPORT

The Committee received and considered an update report on service budgets.

RESOLVED to note the report.

103/CE COMMITTEE WORK PLAN AND OBJECTIVES

The Committee received the Committee Workplan and Objectives for 2020-2021.

RESOLVED to note the Committee Workplan and Objectives for 2020-2021.

104/CE REVIEW OF PARTNERSHIP PROJECT LIST

Committee noted the request to review the Partnership Project List but agreed that this required more time than was available and should be deferred. On discussion it was suggested that none of the standing committees had had sufficient time for this matter during their September meetings and that discussion be deferred until the additional Council meeting scheduled for November.

RECOMMENDED to the Policy and Finance Committee that further discussion on the review of the Partnership Project List be deferred until the additional Council meeting scheduled for November.

RESOLVED to write to Central Bedfordshire Council seeking clarification on whether there was any intention to devolve any services to town and parish councils in the foreseeable future.

The meeting closed at 9.55 pm.

I HEREBY CONFIRM THAT THE FOREGOING IS A CORRECT AND ACCURATE RECORD OF THE MEETING HELD ON MONDAY, 13 SEPTEMBER 2021.

Chair

DATE