

Dunstable Town Council

# Annual Report

2009 - 2010



DUNSTABLE  
TOWN COUNCIL

# Councillors

## Central Ward



**Cllr A E Green**  
16 Totternhoe Road  
Dunstable LU6 2AG  
01582 664926



**Cllr P E Russell**  
44 Mayfield Road  
Dunstable LU5 4AP  
07717 192398



**Cllr P Staples**  
Priory Lodge Friars Walk  
Dunstable LU6 3JA  
01582 666703

## Icknield Ward



**Cllr T C Colbourne**  
7 Duncombe Drive  
Dunstable LU5 4QY  
01582 755491



**Cllr G Martin**  
70 Crabtree Way  
Dunstable LU6 1UR  
01582 666910



**Cllr T A W Stock**  
8 Holliwick Road  
Dunstable LU5 4RA  
01582 665377



**Cllr N Warren**  
41 Lowry Drive  
Houghton Regis LU5 5SJ  
01582 864396

## Chiltern Ward



**Cllr R R Anklesaria**  
"Shernavaz"  
12 Sunbower Avenue  
Dunstable LU6 1UQ  
01582 602311



**Cllr E Jones**  
15 Tollgate Court  
London Road  
Dunstable LU6 3DF  
01582 472044



**Cllr Mrs S A Newton**  
7 Staines Square  
Dunstable  
LU6 3JG  
01582 665681

## Northfields Ward



**Cllr J A Chatterley**  
36 Roslyn Way  
Houghton Regis LU5 6JY  
01582 867536



**Cllr D Green**  
16 Totternhoe Road  
Dunstable LU6 2AG  
01582 664926



**Cllr J A Harnett**  
8 Ashcroft  
Dunstable LU6 1DX  
07932 499546



**Cllr J Murray**  
8 Westgate Court  
204-206 West Street  
Dunstable LU6 1NZ  
01582 690500

## Manshead Ward



**Cllr J Freeman**  
21 Tennyson Avenue  
H Regis LU5 5UQ  
01582 756060



**Cllr P Freeman**  
21 Tennyson Avenue  
H Regis LU5 5UQ  
01582 756060



**Cllr I Kendrick**  
3 Suffolk Road  
Dunstable LU5 4ES

## Watling Ward



**Cllr P N Hollick**  
1 Carlisle Close  
Dunstable LU6 3PH  
01582 665133



**Cllr C E Meakins-Jell**  
11 Bernard Close  
Dunstable LU5 4HL  
01582 526104



**Cllr M J P Mullany**  
49 West Hill  
Dunstable LU6 3PN  
01582 667797



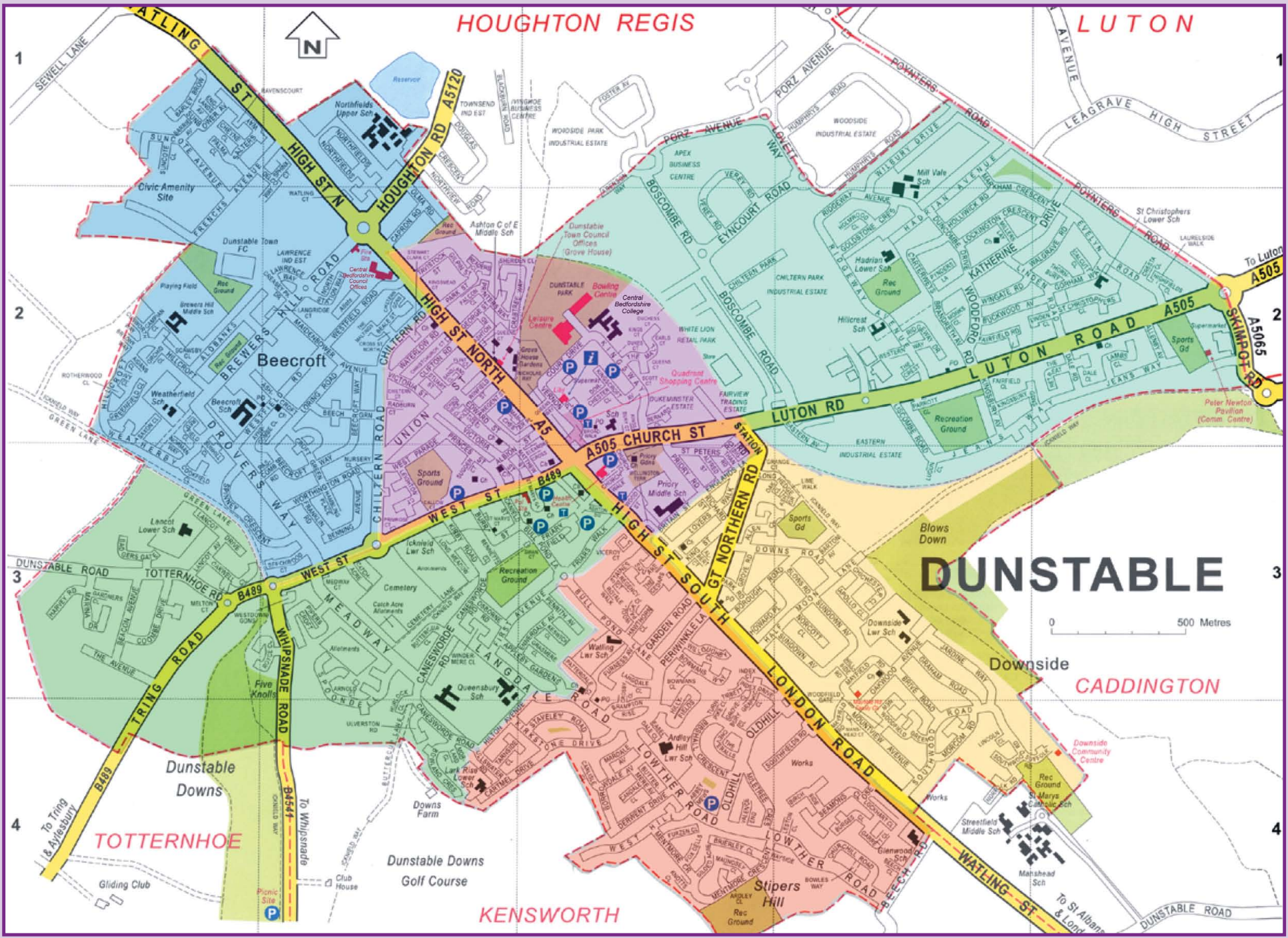
**Cllr A Sparrow**  
23 Staines Square  
Dunstable LU6 3JG

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HOUGHTON REGIS

LUTON



**DUNSTABLE**



KENSWORTH

CADDINGTON

TOTTERNHOE

Dunstable Downs  
Golf Course

Downside

Blows  
Down

4

3

2

1

4

3

2

1

# Foreword



2009/10 was a very important year for the Council. Not only did the result of the local elections mean that the Council welcomed 10 new Members but the organisation also completed a review of its senior management team structure that has led to the recruitment of a new Head of Grounds and Environmental Services and a new Head of Community Services.

As a result of this, ongoing change and service improvement is very much a focus for the Council and 2009/10 was a successful year for the Council in terms of new initiatives that were implemented.

The Council agreed a range of service improvements following reviews to the Council's events programme, services to young people programme, vehicles replacement policy and human resource policies. The Council was also able to deliver on some new and exciting initiatives. The newly refurbished Cemetery building and Cemetery extension on West Street was opened. The newly refurbished Mayfield Centre on the Downside Estate was opened. This has led to the Centre now being open all day, providing a wider range of services to local people. The Council held its first car rally at Priory House and Gardens and also launched the 'Shop Dunstable' voucher scheme aimed at encouraging Dunstable residents to shop locally. The Council also launched its new and improved website and was able to retain its nationally recognised 'Quality Status' award that is aimed at informing residents that the Town Council is well managed and has an elected mandate. A free phone hotline was set up to encourage park users to report any vandalism and anti-social behaviour in our parks and finally work started after lengthy negotiations with Tesco for the new Peter Newton Pavilion.

In addition to the service improvements set out above, the Council has continued to play a lead role in the development of a Masterplan to help aid the regeneration of Dunstable's town centre and the Council has, of course, continued to campaign for the building of the vital A5-M1 Link Road. Let us hope that both schemes can be progressed during 2010/11 and that the town can benefit from the large scale investment that is required to really regenerate the town's fortunes.

I look forward to the year ahead and am sure that it will be just as busy and productive as 2009/10. I would welcome any comments on this document or services provided by the Council.

**David Ashlee**

*Town Clerk*



As the Council's Chairman of the Finance and General Purposes Committee I am delighted to be able to report on some of the achievements of the Committee for 2009/2010. 2009/2010 proved to be an extremely busy and productive year for Dunstable Town Council, during which significant investment in the town was made and the Council itself underwent significant change.

Following a comprehensive review of its senior management structure the Council appointed a new Head of Grounds and Environmental Services and a new Head of Community Services in June and September respectively. The Council also adopted a new committee structure from June 2009 to align the Committees to the work of the Council, following the establishment of the new Senior Management Team.

The Council held its first ever officer and Member away day at which Councillors and senior management met to discuss a review of the Council's main aims and objectives. This will result in the development and adoption of a Corporate Plan in 2010. The Corporate Plan will clearly set out key priorities and objectives and I am sure will give Dunstable's residents a clear understanding of what the Council is trying to achieve and how it intends to deliver services in the future.

Highlights for the year included the £1.5 million investment in a new Peter Newton Pavilion. Funding was agreed with Tesco in relation to their store extension and the end result will be provision in 2010/2011 of a brand new multi-use community facility, new changing rooms for the football pitches, synthetic pitch and new office facilities for the Bedfordshire Football Association, who will also provide management arrangements for the facility. I hope that the Pavilion will be well used by the residents of Dunstable and am very pleased that the Town Council will be able to provide such a high quality community facility.

In 2009/2010, Dunstable Town Council also became one of the first Town Councils in Bedfordshire to receive the Quality Town Council Award under the new criteria. The Town Council first achieved Quality Town Council status in 2004 and the award is recognition of the hard work of all staff and Councillors and provides us with a means of conveying this to all who live, work and visit our town. The Committee also agreed a range of new and improved human resource policies as part of the Council's approach to achieving 'Investors in People'.

Dunstable Town Council continued to work with its partners at Central Bedfordshire Council during the year and will continue to do so. Indeed, during December 2009 the Council agreed to manage the proposed Creasey Park Football Hub (a joint venture with Central Bedfordshire Council) and I look forward to reporting on the progress of this project next year.

**Cllr Sally Newton**

*Chairman*

*Finances and General Purposes Committee*

# Foreword



I have very much enjoyed overseeing numerous developments throughout the year under the remit of the Grounds & Environmental Services Committee. During 2009 the £270,000 work to upgrade the play areas at 5 sites across the town was completed, offering superb modern play facilities for the young people of Dunstable. Subsequently additional new play facilities were also installed, in partnership with Central Bedfordshire Council, at Mentmore Recreation Ground.

As well as improving the quality of the existing play areas, Dunstable Town Council also agreed to undertake grounds maintenance at Brewers Hill School and responsibility for open space at Frenchs Avenue and Willoughby Close.

Following major renovation and refurbishment, the Mayor of Dunstable formally opened the Dunstable Cemetery Chapel and complex in September. Improvements included redecoration and restoration of some of the original features and an overall investment of £650,000 in the new facilities that with the cemetery extension will enable the Town Council to provide burial space for many years to come and offer a more welcoming environment for visitors to the Cemetery.

Dunstable Town Council submitted an application for Green Flag Status for Grove House Gardens in January, along with a detailed management plan showing how the park will be managed over the next 5 years. The Green Flag Award is the national standard for parks and green spaces in England and Wales and provides a means of acknowledging and rewarding the best green spaces in the country and I look forward to the outcome of our application! As another example of ongoing improvements in the management of our open spaces, Dunstable Town Council launched a new freephone 'Parks Hotline', for local residents and visitors to report any issues with the parks, recreation grounds and open spaces.

Further evidence of the Council's investment in our environment was provided in the restoration of the ornamental entrance gates to Grove House Gardens. The refurbishment included the addition of an overthrow with the name of the gardens and the town crest. The gates are part of the Grade II listing for Grove House and the Town Council was pleased to receive funding support from Central Bedfordshire Council in the form of an Historic Buildings Restoration Grant. The Town Council plans to continue to be very focused on promoting civic pride in the town for 2010/2011.

Finally, the Council has maintained an ongoing dialogue with Central Government, the Highways Agency and the Highways Authority and is still hopeful that the A5-M1 Link Road will still go ahead shortly.

## Cllr Terry Colbourne

*Chairman*

*Grounds & Environmental Services Committee*



In June, the Community Development and Library and Promotions Committees were combined into the Community Services Committee and it gives me great pleasure to report on some of the work of this Committee in 2009/2010. 2009/2010 saw a review of much of the work under the remit of this Committee including a full evaluation of the delivery of services to young people, the events programme and the summer playscheme, identifying in each case clear future aims and recommendations for service improvement.

Whilst the annual events programme always provides some of my personal highlights for the year, the review offered Members the opportunity to focus on the purpose of providing the events and to explore ways to improve them. This resulted in the adoption of a policy statement to guide the service and the establishment of a revised programme for 2010/2011, including a new event to celebrate Dunstable and mark 25 years of Dunstable Town Council. Other events agreed included a revamp of the music events into a 'Summer of Music' and Priory Gardens would again host the very successful History Day and Classic Car Rally.

Dunstable Town Council was delighted to recognise the achievements of our local young people through the Youth Achievement Awards 2010 at the annual town meeting. The youth achievement awards are in four categories: Sport, Community Involvement, Educational Attainment and Young Carer. From these four categories a Young Person of The Year was awarded.

The Mayfield Centre was officially re-opened on 8th April 2009 by the Town Mayor, followed by an informal open evening on 22nd April at which residents and organisations learned more about the wider range of services planned to be delivered from the Centre. The opening was the culmination of a £50,000 investment in the refurbishment of this facility which will accommodate various agencies delivering advice, guidance, support and educational opportunities.

The services the Council provides for the older residents of Dunstable also benefited from improvements as The Good Companions Club for the over 75s moved to a new venue at the Beecroft Community Centre in Westfield Road. The purpose of the Club is to help alleviate isolation amongst older people by enhancing their skills, confidence and practical abilities to help maintain independent living. Members are provided with the opportunity to take advantage of a range of activities on offer as well as being able to enjoy a two course meal, also provided by the Council from Priory House.

Dunstable Town Council launched a brand new website, filled with details on the services the Council provides as well as information about the town, news and events. Furthermore, in partnership with the Dunstable Town Centre Management Committee, 'Shop Dunstable', the internet discount voucher scheme for the town centre was also launched. The scheme is a way of supporting local business and simultaneously providing better value for those who shop within the town and is one of the initiatives in the Dunstable Town Centre Action Plan, designed to help regenerate the town centre.

In terms of the town centre the Council, in association with Central Bedfordshire Council, continued to be a part of the steering group developing a Masterplan for Dunstable Town Centre, which it is hoped will act as a catalyst to attracting major private sector investment and have a positive impact on the fortunes of the town.

I look forward to reporting on progress on the Masterplan and further Community Services Committee achievements next year.

## Cllr Terry Stock

*Chairman*

*Community Services Committee*

## The Town Council's Vision

The Town Council is striving to become a leading local Council that is consistently achieving excellence and innovation in performance. The Town Council seeks to become the centrally located embodiment of the aspirations of all sections of the community achieved through continuing and developing partnerships.

The Council considers its primary role to be:

1. a) to provide a democratic representational voice for the Dunstable Community, and  
b) to support and contribute towards the economic and social regeneration of the local community.
2. Where the Council directly provides services it will endeavour to ensure that they are quality services at an economic cost.

In order to achieve our vision, the Council's present objectives are:

- a) Supporting the revitalisation and regeneration of the town centre to serve the day to day shopping, leisure, business, service, cultural and educational needs of the local community and visitors to the town.
- b) Preserving and enhancing the physical environment of the town including public and private open space.
- c) Ensuring that all Council initiatives comply with the principle of sustainable development.
- d) Supporting the community towards achieving involvement in and responsibility for its own development.

These are further translated into the following 'objective themes' which provide an outcome based focus for the Council's service planning process and also demonstrates the Council's wider commitment to the aspirations of the Local Strategic Partnership for Central Bedfordshire:

- Economic Regeneration
- Social Regeneration
- Environmental Regeneration
- Health
- Culture
- Community Safety

A snapshot of some of our achievements in the past year is detailed overleaf in 'A year in Dunstable'.

Dunstable Town Council has reviewed its vision and objectives in 2009/2010 and as a result will publish an amended statement of purpose for 2010/2011.



**DUNSTABLE  
TOWN COUNCIL**

## April 2009

Dunstable Town Council, in partnership with Central Bedfordshire Council, continues to support and take part in the development of a Masterplan for Dunstable town centre. As part of the first stage, some 16,000 'freepost' postcards are sent out to householders, requesting that the local community 'share their ideas to help shape the future of the town centre'.

The newly refurbished Mayfield Centre is officially opened on 8th April 2009 by the Town Mayor, when many partner organisations who have expressed an interest in using the Centre attend. An informal open evening is also held on 22nd April to provide a further opportunity for residents and organisations to learn more of the wider range of services planned to be delivered from the Centre.



## May 2009

Dunstable welcomes its new Mayor, Cllr Patricia Russell, who goes on to attend and support a string of events across the community.

The Town Carnival is held and attended by large crowds who enjoy a variety of entertainment at Bennett Memorial Recreation Ground.

## June 2009

Priory Gardens play host to a new event in the form of the 'Classic Car Rally' which proves to be hugely successful attracting over 1,500 visitors to Dunstable town centre.

Dunstable Town Council announces it has become one of the first Town Councils in Bedfordshire to receive the Quality Town Council Award under the new criteria set out by the six national stakeholders. The Town Council first achieved Quality Town Council status in 2004.

Local elections are held and Dunstable Town Council welcomes 10 new Members.

The Town Council welcomes its new Head of Grounds and Environmental Services, John Crawley.

## July 2009

The Luton & District Combined Ex-Services Association in partnership with Dunstable Town Council hold Dunstable's first Armed Forces Day celebration in Grove House Gardens, on Saturday 11th July.



Dunstable Town Council launches a brand new website. The site is filled with information about the services the Council provides as well as information about the town, news and events.

The Town Mayor and Civic Party attend a twinning event to celebrate the Tour de France cycle race which started in twin town Bourgoin-Jallieu, France.

The Council holds a Victorian themed History Day at Priory House and Gardens. The day attracts large crowds and proves very successful.







## August 2009

The Dunstable Music Festival takes place, featuring T Rextasy, Dr & The Medics and The String of Pearls over a full weekend of musical entertainment. The event attracts over 5,500 visitors to Grove House Gardens and the Grove Theatre.

Children from across Dunstable enjoy the Council's 4 week summer playscheme.

## September 2009

Following major renovation and refurbishment, the Mayor of Dunstable formally opens the Dunstable Cemetery Chapel and complex. Improvements include redecoration and restoration of some of the original features.

Dunstable Town Council is proud to announce a brand new initiative with Central Bedfordshire Council, launching the first retail outlet of Tastes of Bedfordshire at Priory House Heritage Centre. Tastes of Bedfordshire is an umbrella group for locally sourced produce and these products feature in both the gift shop and the extended menu in the tea rooms.

The Council welcomes its new Head of Community Services, Becky Wisbey.



## October 2009

Dunstable Town Council launches a new freephone 'Parks Hotline', for local residents and visitors to report any issues with the parks, recreation grounds and open spaces.

Work begins on the new Dunstable Town Council, Peter Newton Pavilion. The Pavilion is funded through an agreement with Tesco in relation to their store extension and will result in the provision of a brand new multi-use community facility, new changing rooms for the football pitches, synthetic pitch and new office facilities for the Bedfordshire Football Association, who will also contribute financially and provide the management arrangements for the facility.



## November 2009

The Council holds its first ever officer and Member away day. All Councillors and senior management meet to discuss a review of the Council's main aims and objectives in order to inform the production of a Corporate Plan.

Annual fireworks display attracts over 5,500 visitors to Peppercorn Park.

Dunstable Town Council organises the annual Remembrance Sunday Parade and Service and Armistice Day Service on behalf of the local branch of the Royal British Legion.

The Council agrees improvements to the events programme following a Member led review.



## December 2009

Dunstable joins together for the traditional annual Christmas Tree Lighting and Carol Singing Ceremony, to welcome in the festive period along with special guests Basil Brush (Buttons) and Jane Ledson (Cinderella) from the cast of the Grove Theatre production of Cinderella.



## January 2010



The Good Companions Club for the over 75s moves to the Beecroft Community Centre in Westfield Road, Dunstable. Members are offered the opportunity to take advantage of a range of activities on offer as well as being able to enjoy a two course meal on Mondays. The purpose of the Club is to help alleviate isolation amongst older people by enhancing their skills, confidence and practical abilities to help maintain independent living.

Dunstable Town Council submits an application for Green Flag Status for Grove House Gardens, along with a detailed management plan showing how the park will be managed over the next 5 years. The Green Flag Award is the national standard for parks and green spaces in England and Wales and provides a means of acknowledging and rewarding the best green spaces in the country.

The Council agrees improvements to its youth services following a Member led review.

## February 2010

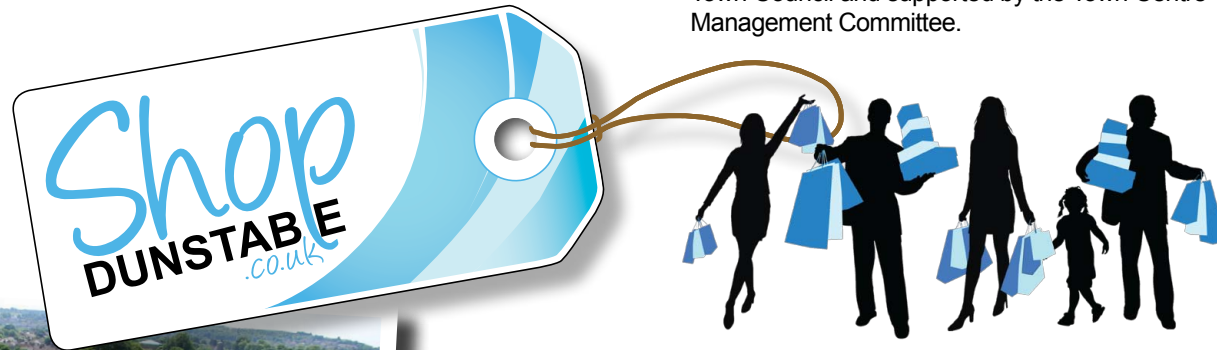
Working with the local MP, Andrew Selous, Central Bedfordshire Council and the Valuation Office, the Council plays host to a meeting to address concerns about the level of business rates in the town. Representatives from businesses and community groups are present to discuss the potential for a rate review.

In partnership with Central Bedfordshire Council, an event is held at the Grove Theatre to help local retailers survive the recession.

## March 2010

Annual Dunstable Town Meeting takes place at Central Bedfordshire College and includes a presentation of the Youth Acknowledgement Awards. All electors for the town of Dunstable are entitled to attend the Town Meeting and speak on any town affair. The meeting attracts approximately 55 residents.

[www.shopdunstable.co.uk](http://www.shopdunstable.co.uk) the internet discount voucher scheme for Dunstable is created to encourage residents to shop locally and support town centre businesses. Shop Dunstable is operated by Dunstable Town Council and supported by the Town Centre Management Committee.



Work begins on the restoration of the ornamental entrance gates to Grove House Gardens. The refurbishment includes the addition of an overthrow with the name of the gardens and the town crest. The gates are part of the Grade II listing for Grove House and the Town Council is pleased to receive funding support from Central Bedfordshire Council in the form of an Historic Buildings Restoration Grant.

# Measuring Performance *How the Council Achieved Against its Commitments for 2009/10*

The table below sets out how the Council achieved against numerous actions set for 2009/10.

## Service: Corporate Management

**Aim: To improve how the Council is managed and how it functions**

Actions	Progress
Continue to work towards achieving Investors in People	The Council has continued to develop the staff handbook and a number of new HR policies have been agreed throughout the year
Recruit and induct new Senior Management Team	Following a comprehensive review of its senior management structure the Council appointed a new Head of Grounds and Environmental Services and a new Head of Community Services in June and September respectively
Arrange away day for Senior Management Team and all Council Members to review Council aims and aspirations and plans for the future	The away day took place in November 2009 and will result in the development and adoption of a Corporate Plan in 2010. The Corporate Plan will clearly set out key priorities and objectives and give Dunstable's residents a clear understanding of what the Council is trying to achieve and how it intends to deliver
Hold an all Members workshop on the Council's finances	Action completed, workshop was held in September
Review personnel policies and introduce further improvements to the Council Staff Handbook	Further policies introduced in 2009/2010 include 'Dignity at Work' and 'exceptionally adverse weather conditions arrangements'
Continue to ensure that the Council staffing structure remains fit for purpose and is able to accommodate additional responsibilities in light of the impending local government re-organisation in Bedfordshire	Having recruited two new Service Heads the Council also approved amendments to its Youth and Community staffing structure
Develop and introduce new performance management arrangements to ensure continuous improvement in all of its undertakings	Following the introduction of service planning, a suite of Performance Indicators has been developed for introduction from 1st April 2010 including baseline data for 2009/2010
Introduce a new approach to service planning	Service plans for all of the Council's service areas have been developed and will be implemented in 2010/2011

Actions	Progress
Ensure resources are directed at maintaining and developing the Council's property portfolio	In setting its budget for 2010/2011 the Council committed an additional £6,000 per annum for the ongoing maintenance of its buildings
Agree and adopt a Treasury Management Plan for the Council's finances	The Council adopted the key recommendations of the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management in the Public Sector. The policy will be kept under review for future consideration
Improve the Council's approach to health and safety and the management of risk	One of the Council's staff achieved a NEBOSH Certificate, which is the nationally recognised certificate for health and safety
Ensure Council retains Quality Council status	The Town Council completed a successful application and became one of the first Town Councils to receive the Quality Town Council Award under new criteria
Ensure the Council acquires the 'Power of Wellbeing'	A Member training programme was held in December 2009 but it is unlikely that the Council will secure the "Power of Wellbeing" until 2011
Prepare a programme of vehicle and heavy plant replacement for grounds service	A vehicle replacement policy was agreed in January 2010
Secure any appropriate opportunities for greater devolution of services from Central Bedfordshire Council	During December 2009, the Council agreed to manage the proposed Creasey Park Football Hub (a joint venture with Central Bedfordshire Council)
Review the Council Committee structure in light of the new Senior Management Team arrangements	The Council adopted a new committee structure from June 2009 to align the Committees to the work of the Council, following the establishment of a new Senior Management Team

## Service: Parks and Cemetery Services

**Aim: To ensure the management of parks, the cemetery and open spaces is improved and new services are developed**

Actions	Progress
Progress actions contained in the Grounds and Open Spaces Improvement Plans	Numerous actions have been completed such as fencing repairs and renewal, refurbished gated entrance to Grove House Gardens and revised tree maintenance arrangements
Present to Council proposals for future management arrangements for the proposed Creasey Park Football Hub	This was achieved during December 2009 when the Council agreed to provide future management arrangements for Creasey Park Football Hub
Develop and roll out a programme of signage installation for all Council owned public spaces	This action is still ongoing
Stage an official opening for the cemetery extension and refurbished chapel and offices	Following major renovation and refurbishment, the Mayor of Dunstable formally re-opened the Dunstable Cemetery chapel and office complex on 22nd September 2009
Stage an official opening for the new and refurbished play areas	During 2009 the £270,000 works to upgrade the play areas at 5 sites across the town was completed
Install a new play area and begin landscape work to the new area of public open space at Frenchs Avenue	Fencing and knee rail installation along with levelling work has been completed. Landscape design proposals have been completed for future consultation
Continue to roll out a programme of fencing improvements at all recreation sites	This action is still ongoing. New fencing was installed at Luton Road Recreation Ground in 2008/2009 and at Frenchs Avenue open space in 2009/2010
Work with Central Bedfordshire to examine opportunities for new play facilities at Mentmore Recreation Ground	The Council has completed the installation of new play facilities at Mentmore Recreation Ground

Actions	Progress
Continue to work towards achieving Green Flag status for Grove House and Priory Gardens	Application for Green Flag Status for Grove House Gardens in 2010 was submitted at the end of January, including a detailed 10 year management and maintenance plan
Continue to lobby and work towards the development of actions that improve the congestion problems experienced in Dunstable, particularly to work with partners to accelerate the building of the Northern Dunstable Bypass	Ongoing dialogue has been maintained with Central Government, the Highways Agency and the Highways Authority and the Council is still hopeful that the A5-M1 Link Road will go ahead shortly
In partnership with the Town Centre Management Committee work towards entering the Anglia in Bloom competition	Dunstable Town Council is working with the Promoting Dunstable Group to identify and co-ordinate activities for Anglia in Bloom competition entry in 2010 (large town/small city category). Support is also provided by the Dunstable Town Centre Management Committee
Launch freephone parks and play areas graffiti and vandalism hotline	A freephone parks hotline has been set up for residents and visitors to report problems with the town's parks, recreation grounds and play areas
Repair and refurbish gates to Grove House Gardens	Work began on the refurbishment of the ornamental entrance gates to Grove House Gardens on 1st March with the completion scheduled for May 2010
Prepare a planned maintenance programme for all Council owned trees	The condition of all of the Council's tree stock is currently under review
Agree burial policy for new extended area of the cemetery	In September 2009, the Council agreed 7 new policy statements for the extended area at the cemetery

## Service: Events and Town Centre Services

**Aim: To ensure that opportunities to create a vibrant and prosperous town centre are maximised and to ensure the Council continues to provide an events programme that is accessible to all parts of Dunstable communities**

Actions	Progress
In association with the Town Centre Management Committee (TCMC) and local retailers, implement the Town Centre Management action plan	Numerous actions have been completed including the introduction of 'Shop Dunstable', the internet discount voucher scheme for Dunstable Town Centre
In association with Central Bedfordshire Council assist to develop a Masterplan for Dunstable Town Centre	The Council has continued to be part of the steering group developing the Masterplan
Complete a review of the events programme ensuring that all events are geared towards improving quality of life and town regeneration	<p>A comprehensive review was undertaken in 2009. The Council agreed a new policy statement as follows: Dunstable Town Council is committed to delivering good quality, cost effective events. These events must contribute to one or more of the following aims;</p> <ul style="list-style-type: none"> <li>• Demonstrable contribution to the economic well being of the town</li> <li>• Demonstrable contribution to developing a sense of local community</li> <li>• Demonstrable contribution to developing the town identity</li> </ul>
Continue to develop services from Priory House ensuring that an effective Tourist Information Centre is maintained	Tourist Information Centre (TIC) services have continued to be provided from Priory House and a variety of initiatives have been added through partnership working with other TICs across Bedfordshire. This has resulted in greater promotion and awareness of Dunstable activities county wide
Launch the Council's new website	The new and improved official Dunstable Town Council website was launched in July 2009. The site continues to be maintained and improved

## Service: Community and Young People Services

**Aim: To develop a range of initiatives that help to encourage community capacity in the town and to target initiatives that help young people lead enjoyable, productive lives that keep people healthy and reduce the risk of them engaging in criminal and anti-social behaviour**

Actions	Progress
Review all current arrangements for the delivery of services to young people including services delivered from The Place, Mayfield Centre and playschemes	Following the review in September, a number of the outcomes were implemented in 2009 and will continue to be for 2010
Develop proposals for a town Youth Council in order for young people to have a genuine opportunity to contribute to decision making in Dunstable	Further to the review of arrangements for the delivery of services to young people, this action is no longer a priority
Ensure that the Mayfield Centre becomes a multi-agency advice and support centre as well as continuing to provide valuable services to young people and families	The refurbished Mayfield Centre was opened in April 2009
To ensure the effective promotion of The Place in order to maximise the number of young people using the resource	The improvement Plan for the Place will be implemented in 2010/2011 following the outcomes of the review in 2009. The promotion strategy for this facility will follow the improvement plan
Continue to seek a more suitable alternative venue for the Council's Monday older people's day care service	As from 4th January 2010 the Older People's Day Care service moved from Cordova House to the Beecroft Community Centre in Westfield Road
Review and update the Council's Child Protection Policy	The revised Child Protection Policy has been drafted and will be presented to Committee in 2010/2011



# Plans for the Future

Dunstable Town Council will be going through the process of adopting a Corporate Plan in 2010/2011. The Corporate Plan has been prepared in order to clearly set out the key priorities and objectives for Dunstable Town Council over the next three years, from 2010 to 2013.

The document sets out a vision for the Council and the Council's 5 new corporate priorities which are:

1. To represent residents, businesses and community groups of Dunstable on key strategic issues facing the town
2. To continue to preserve and enhance the history and identity of the town
3. To improve further and develop the provision of green and open space in the town
4. To continue to improve services targeted to all community sectors in the town
5. To contribute to the regeneration of the town centre and development of neighbourhoods in the town

Each of the 5 priorities will be achieved under the general aim of...  
**Continuing to improve the organisational management and efficiency of the Town Council.**

The aim of the document is to give Dunstable's residents a clear understanding of what the Council is trying to achieve and how it intends to deliver. It sets out what the Council intends to focus on over the next three years and in doing this the document also defines what the Council will not necessarily focus on as it may be that other public sector bodies are better placed for other areas of service provision. It is not a traditional Town Plan that many town and parish councils produce but is a document that aims to set out what the Council can achieve rather than a document that seeks to influence others on issues that are not directly under the control of the Council. The document will be reviewed on an annual basis and updates on achievements will be reported through the Council's annual reporting process, including the Annual Report.



# Budget and Actual Comparison 31st March 2010

	Budget £	Actual £
<b>NET EXPENDITURE</b>		
Cultural and Heritage	284,902	234,566
Recreation and Sport	422,604	334,088
Open Spaces	194,789	189,747
Cemetery	87,732	84,175
Planning and Development Services	270,574	221,807
<b>NET DIRECT SERVICES COSTS</b>	<b>1,260,601</b>	<b>1,064,383</b>
Corporate Management	201,619	249,321
Democratic & Civic	177,345	171,013
<b>NET DEMOCRATIC, MANAGEMENT &amp; CIVIC COSTS</b>	<b>378,964</b>	<b>420,334</b>
Interest and Investment Income	-	(2,435)
Loan charges	153,324	153,302
Capital Expenditure	-	58,017
Transfers to/(from) other reserves	69,500	(10,970)
Reversal of Statutory Adjustments	(121,182)	(121,182)
(Deficit from)/Surplus to General Reserve	(71,597)	108,161
<b>PRECEPT ON CENTRAL BEDFORDSHIRE COUNCIL</b>	<b>1,669,610</b>	<b>1,669,610</b>

The net underspendings on services are reflected in an increased contribution to reserves and capital expenditure provision, including contributions towards the proposed new Creasey Park Football Hub, provision for improvements to The Place, and maintenance of the Council's Listed Buildings, namely Priory House and Grove House.

# Service Income and Expenditure 31st March 2010

	2010 Gross Expenditure (£)	2010 Income (£)	2010 Net Expenditure (£)	2009 Net Expenditure (£)
<b>CULTURAL &amp; RELATED SERVICES</b>				
Cultural and Heritage	412,364	(177,798)	234,566	345,819
Recreation and Sport	375,732	(41,644)	334,088	388,986
Open Spaces	195,711	(5,964)	189,747	215,101
<b>ENVIRONMENTAL SERVICES</b>				
Cemetery	198,445	(114,270)	84,175	122,148
<b>PLANNING &amp; DEVELOPMENT SERVICES</b>				
Planning	3,525	-	3,525	4,871
Economic Development	228,531	-59,230	169,301	144,390
Community Development	73,913	(24,932)	48,981	81,347
<b>CENTRAL SERVICES</b>				
Corporate Management	304,110	(54,789)	249,321	188,928
Democratic Representation & Management	156,102	-	156,102	143,942
Civic Expenses	14,911	-	14,911	12,248
Non Distributed Costs	-	-	-	74,401
<b>NET COST OF SERVICES</b>	<b>1,963,344</b>	<b>(478,627)</b>	<b>1,484,717</b>	<b>1,722,181</b>

# Capital/Revenue Reserve Funds 2009/2010

	Balance of funds at 01.04.09	Contributions from revenue, etc (+)	Expenditure (-)	Balance of funds at 31.03.10	Proposed expenditure 2010/2011	Purpose
<b>SPECIAL PROJECTS RESERVE</b>						
General (inc Green Flag match funding)	60,104	0	175	59,929	5,075	Green Flag status
Older People's Support Services Reserve	9,693	0	0	9,693	4,693	Contribution to Revenue
Youth Service Reserve (inc Teen Council funds)	21,729	0	0	21,729	20,757	Contribution to Revenue £6757+ £14,000 Improvements to The Place
Priory House (Exhibition)	6,832	5,000	0	11,832	0	
Carnival Fund	10,545	0	0	10,545	0	
Town Twinning	0	2,000	0	2,000	2,000	Twinning visit linked with 25th anniversary
New Cemetery Fund	37,500	0	28,167	9,333	9,333	Balance of costs Cemetery extension
Priory House Structural Works	45,000	0	2,913	42,087	42,087	Structural repairs/Undercroft
Town Centre Funding	21,366	0	8,709	12,657	12,657	TCCM Priority Action Plan
Grove House Gates	0	34,000	20,780	13,220	13,220	Completion of works
	191,403	41,000	31,255	<b>193,025</b>	109,822	
<b>PROFESSIONAL SERVICES RESERVE</b>						
	17,000	0	0	<b>17,000</b>	17,000	Building alarms

	Balance of funds at 01.04.09	Contributions from revenue, etc (+)	Expenditure (-)	Balance of funds at 31.03.10	Proposed expenditure 2010/2011	Purpose
<b>IT EQUIPMENT RESERVE</b>						
	45,946	6,000	0	<b>51,946</b>	0	
<b>VEHICLES RESERVE</b>						
	30,304	10,000	24,978	<b>15,326</b>	15,326	
<b>BUILDINGS MAINTENANCE RESERVE</b>						
Grove House	13,771	25,500	55,594	-16,323	0	
Downside	9,405	0	0	9,405	9,405	As may be required on return to DTC management
The Place	4,025	4,000	0	8,025	7,000	Refurbishment
Priory House	5000	15,000	300	19,700	19,700	External redecoration
Pavilions	5000	5,000	0	10,000	5,000	Building surveys
Performance Area	1000	1,000	0	2,000	-	
Fencing	0	10,000	0	10,000	-	
Cemetery	0	5,000	0	5,000	5,000	
Unallocated	33,112	0	0	33,112	33,112	External redecoration Grove House and Priory House
Total	71,313	65,500	55,894	<b>80,919</b>	79,217	
<b>TOTAL EARMARKED RESERVES</b>				<b>358,216</b>	221,365	

	Balance of funds at 01.04.09	Contributions from revenue, etc (+)	Expenditure (-)	Balance of funds at 31.03.10	Proposed expenditure 2010/2011	Purpose
<b>S106 MONIES</b>						
Balance b/f:						
Frenchs Gate	40,000	0	0	40,000	40,000	Play area
Residual sum from Eastgate (Church Street)	647	0		647	647	
Frenchs Gate (fencing)	6,250	20,000	18,099	8,151	8,151	Completion of landscaping, etc
Willoughby Play Area	47,745	0	0	47,745	0	Commuted sum for maintenance
Chalk Arc	12,026	0	0	12,026	12,026	Green flag status
Confident Communities Funding (Mayfield)	36,002	0	35,448	554	-	
Confident Communities Funding (signage)	12,500	0	0	12,500	12,500	Parks signage
<b>TOTAL S106/DEVELOPERS CONTRIBUTIONS/FUNDING</b>	155,170	20,000	53,547	<b>121,623</b>	73,324	
<b>CAPITAL MONIES HELD - ADVANCE</b>				<b>20,000</b>		

# Summary of Capital/Revenue Reserve Funds 2009/2010

	Year End Balance 2008/09 (£)	Contributions from Revenue (or other) 2009/2010	Expenditure 2009/2010 (£)	Balance of Funds at 31.03.10 subject to audit (£)
(Major) Special Projects Reserve	191,403	41,000	31,255	201,148
Section 106 Reserve	155,170	20,000	53,547	121,623
Professional Services Reserve	17,000	0	0	17,000
IT Equipment Reserve	45,946	6,000	0	51,946
Vehicles Reserve	30,304	10,000	24,978	15,326
Building Maintenance Reserve	71,313	65,500	55,894	80,919
Capital Monies held - Advance on PNP	-	20,000	0	20,000
	511,136	162,500	165,674	507,962
Investment Income	-	2,435	-	2,435
General Reserve	153,815	112,563	0	266,378
	153,815	114,998	0	268,813
<b>Total Reserves (subject to audit)</b>	<b>664,951</b>	<b>277,498</b>	<b>165,674</b>	<b>776,775</b>

## PROVISIONAL EXPENDITURE FROM INCREASED GENERAL RESERVE FUND:

Contribution to Football Hub	5,000
Provision for Party in the Park (25th anniversary)	10,000
Downside Community Centre Management	18,000
Establish separate Revenue contingency	16,000
	<b>49,000</b>

# How to Contact the Council

If you require further information, or to comment on our Annual Report, please contact us:

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