

## **DUNSTABLE TOWN COUNCIL**

### **MINUTES OF THE MEETING OF COMMUNITY SERVICES COMMITTEE**

**HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH, DUNSTABLE**

**ON MONDAY 2 SEPTEMBER 2019**

Present: Councillors Liz Jones (Deputy Town Mayor), Gloria Martin (Chairman), Gladys Sanders (Vice-Chairman), Lisa Bird, Pamela Ghent, John Gurney and Cameron Restall

In Attendance: David Ashlee (Town Clerk and Chief Executive), Kelley Hallam (Office Administrator), Sandy Coyle (Community and Young People's Services Manager), James Slack (Sports and Leisure Facilities Manager), Gina Thanky (Events Assistant) and Lisa Vincent (Events and Marketing Manager)

Apologies: Councillors Wendy Bater and Peter Hollick

Public: Two

#### **127 MEN IN SHEDS**

Two members of Men in Sheds attended the meeting and gave the Committee a short presentation about the group and some of the community projects they had been involved in and how it was supported by the Town Council.

#### **128 MINUTES**

The minutes of the meeting of the Community Services Committee held on 13 May and 3 June 2019 were approved as a correct record and signed by the Chairman.

#### **129 SPECIFIC DECLARATIONS OF INTEREST**

There were no specific declarations of interest.

#### **130 EVENTS AND MARKETING**

The Events and Marketing Manager presented an update report on the 2019/2020 events programme and requested Members to approve the events programme for 2020/2021 and 2021/2022. She also updated members on the usage of the Council's website and social media.

Members received details of the 2020 event planning. The programme would largely stay the same with some minor changes and adaptations.

To commemorate the 75<sup>th</sup> Anniversary of VE Day, it was suggested that the Town Council offer local communities to apply for a £100 grant to hold their own street party, with a maximum of ten available. CBC had confirmed that they would allow free road closures for these to take place. There would also be some activities at Around the World to highlight the event. Members felt that it was important for the Town Council to mark this occasion and approved the plans.

It was noted that this years Christmas Carols and Torchlight Procession would be the last

time the light show finale would be funded by the Dunstable Joint Committee. If members wished to continue with the light show an additional £5,000 would need to be allocated to the budget. Members felt that the light show finale had much improved the event and needed to be kept and agreed to consider it during the budget setting process.

The Events and Marketing Manager had tried to attract a sponsor to pay for a disabled viewing platform at Party in the Park but was unsuccessful. Members requested that this be looked at again but would consider paying the £1,000 cost if no sponsor was found. The Committee were informed that it would be Party in the Park's 10<sup>th</sup> Anniversary and were asked if they would like to do anything special to mark the occasion. Members felt that anniversaries such as this were not important to the public.

21,000 copies of Poised magazine were delivered to surrounding towns and villages. Positive feedback had been received from the Dunstable retailers who had taken part and enquiries had been received from businesses wanting to advertise in the next edition but there were no plans to produce Poised again from the existing budget. Members asked officers to look at options for funding raised by advertising or sponsorship to enable the magazine to be produced next year.

The Committee noted that a potential £10,500 would need to be added to the events budget if all suggested improvements and additions to the event programme were agreed. They would consider these during the revenue budget setting process.

Members requested a detailed report of social media analytics be provided.

*Action: Events and Marketing Manager*

**RESOLVED:** that the 2020/2021 and 2021/2022 events programme be approved

## **131 GROVE CORNER AND COMMUNITY ENGAGEMENT**

The Community and Young People's Services Manager reported on recent attendance figures and activities at Grove Corner and reported on recent community engagement activities.

Groundwork delivered a programme of themed events during the summer holidays including a film night, electronic games night and an open mic night. Unfortunately, attendance was very low.

Two survey-based consultations had been developed, one aimed at parents/carers and one aimed at young people. The surveys would take place over the next 6 weeks to better understand the needs and interests of young people in the area.

The Summer Activities programme was now finished with the events receiving their highest attendance figures. Good feedback had been received from the public.

Members thanked the Community and Young People's Services Manager and her team for a well organised and well attended Summer Activities programme.

Members were invited to the Beecroft Residents Association fundraiser coffee morning on 10 September.

The outcome to the Head of Community Services visit to attend a Houghton Regis Town Council 'Combatting Crime Working Group' was reported.

### **132 OLDER PEOPLE'S DAY CARE SERVICES**

The Community and Young People's Services Manager reported on attendances, activities and outings for the Good Companions Club and the Creasey Park Community Football Centre over 55s Lunch Club.

Attendee's at this year's Big Lunch had expressed interest in attending more regular afternoon sessions of entertainment and light refreshments so officers were piloting a Rock & a Roll afternoon tea dance at CPCFC on 15 October. Tickets had already sold out.

Members requested that the detail of how the Older People's groups help individuals was published more widely. It was suggested that in the next Talk of the Town publication, the Spotlight section would be based on this service.

*Action: Events and Marketing Manager*

### **133 PRIORY HOUSE**

The Town Clerk and Chief Executive presented a report on recent operations and activities at Priory House, including trading account figures and Priory House maintenance.

Bookings for the Jacobean room were going well. Five weddings were already confirmed for 2020. Members requested that more detail on the actual numbers of bookings be provided. A Jacobean Room review report would be brought to the January committee meeting.

*Action: Priory House Manager*

### **134 DUNSTABLE TOWN CENTRE SERVICES**

The Town Clerk and Chief Executive updated the Committee on Town Centre Services including Ashton Square Toilets and the themed and craft market trader figures.

The Ashton Square toilet refurbishment was finally due to start on 16 September.

The Committee noted that Town Centre vacancy rates were at a 10-year low.

Three events had taken place on The Square this summer. All had been well attended and had received good feedback from both the public and the local businesses.

The Lottery Funded event, Weird and Wonderful was to take place this weekend. There would be a mixture of performances by community groups and professionals as well as workshops from local artists and businesses. Members noted that if this event was successful and were to consider making it a regular event then an extra £10,000 would need to be agreed in the budget setting process. The Committee would defer any decision until after the event.

### **135 REPORTS FROM OUTSIDE ORGANISATIONS**

South Bedfordshire Dial-a-Ride:

The next Committee meeting was due to be held next week but they were going from strength to strength and had acquired some new buses.

Dunstable Town Band:

At the last meeting of the Town Band Committee, concerns were raised as to what cover might be provided at Proms in the Park in case of bad weather.