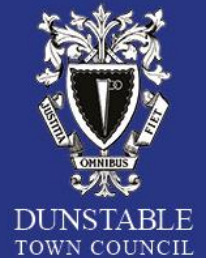


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David Ashlee Town Clerk and Chief Executive

6 May 2022

Dear Councillor

You are hereby summoned to attend the Annual Meeting of Dunstable Town Council which will be held at **the Dunstable Conference Centre, 51 High Street North, Dunstable LU6 1JF** on **Monday 16 May 2022 at 7.30 pm** when the following business will be transacted:

### **AGENDA**

1. To elect a Town Mayor for the ensuing year.

Councillor Hollick will propose, and Councillor Ghent will second

"That Councillor Liz Jones be and is hereby elected Town Mayor of Dunstable for the ensuing Municipal Year."

2. The newly elected Town Mayor will make the Declaration of Acceptance of Office and address the Council.
3. Councillor Tamara will propose and Councillor Kenson Gurney will second

"That this Council tender to Councillor Gloria Martin their sincere thanks for the courteous, efficient and admirable manner in which she has discharged the important and exacting duties of the Office of Town Mayor of Dunstable during the Municipal Year ended 16 May 2022."

The immediate Past Town Mayor will reply.

4. Specific Declaration of Interest
5. Apologies for Absence.
6. To appoint a Deputy Town Mayor for the ensuing year.

Councillor George will propose, and Councillor Crawley will second

"That Councillor Lisa Bird be and is hereby elected Deputy Town Mayor of Dunstable for the ensuing Municipal Year."

7. The newly appointed Deputy Town Mayor will make the Declaration of Acceptance of Office.
8. To note the appointment of the Town Mayor's Chaplain for the ensuing Municipal Year
9. To select members to serve on Standing Committees and Sub-Committees of the Council for the Municipal Year 2022/2023.

#### **Finance and General Purposes Committee**

Town Mayor and Deputy Town Mayor (ex-officio), Councillors Abbott, Bater, Brennan, Cant, Crawley, J Gurney, K Gurney, Hollick, Martin, Restall, Roberts and Tamara

#### **Grounds and Environmental Services Committee**

Town Mayor and Deputy Town Mayor (ex-officio), Councillors Abbott, Brennan, Cant, Corkhill, Crawley, George, Ghent, K Gurney, Sanders and Tamara

#### **Community Services Committee**

Town Mayor and Deputy Town Mayor (ex-officio), Councillors Bater, Corkhill, George, Ghent, J Gurney, Hollick, Martin, Restall, Roberts and Sanders

#### **Dunstable Joint Committee**

Town Mayor, Deputy Town Mayor, remaining Chairmen of Standing Committees and Councillor George.  
(Named substitutes: Remaining Vice-Chairmen of the three Standing Committees)

#### **Personnel Sub-Committee**

Councillors Abbott, Bird, Hollick, Brennan, J Gurney, Jones, and Martin

#### **Plans Sub-Committee**

Councillors Bater, Bird, Crawley, J Gurney, Jones, Restall and Tamara,

#### **Appeals and Appointments Committee**

Town Mayor, Deputy Town Mayor, remaining Chairmen of the three Standing Committees and Vice-Chairman of Finance and General Purposes Committee and Grounds and Environmental Services Committee.

The Town Mayor will invite the Members of the three Standing Committees in turn to appoint their Chairman and Vice-Chairman for the ensuing Municipal Year.

10. To approve as a correct record the Minutes of the Meeting of the Town Council held on 25 April 2022 (copy attached).
11. Chairman's Remarks.

**12.** To select representatives to serve on outside organisations.

<b><u>Body</u></b>	<b><u>Representative</u></b>
Observer at Development Committee (Central Beds)	Cllr Abbott (named substitute Cllr Martin)
Dunstable International Town Twinning Assoc.	Town Mayor and Cllrs Corkhill and Abbott
South Beds Dial-a-Ride Management Cttee	Cllr Martin
CAB Management Committee	Cllr Bater
Hospice at Home Management Cttee	Cllr Jones
Dunstable Town Band	Cllr Martin
Dunstable Concert Ensemble	Town Mayor and Deputy Town Mayor
Dunstable District Scout Council Executive	Cllr Restall
Ashton Schools Foundation	Cllr Hollick and Martin (until May 2023)
Ashton Almshouses Charity	Cllrs Corkhill and Hollick (until May 2023)
Chews Foundation	Cllrs Corkhill and Kenson Gurney (until May 2023)
Poor's Lands Charity	Cllrs Hollick and Jones (until May 2023)
Lockington Charity	Cllrs Jones and John Gurney (until May 2023)
Marshe Charity	Cllrs Jones and John Gurney (until May 2023)
Dunstable Men in Sheds	Cllr J Gurney (until May 2023)

**13.** Disclosable Pecuniary Interests – Dispensations

- Dispensation request for all members relating to decision making on the Council's revenue and capital budget and associated precept and council tax charge
- Dispensation request for all Town Council members that are also members of Central Bedfordshire Council and decision making that relates to the two Councils

**14.** To answer questions under Standing Order 16 (if any).

Yours faithfully



David Ashlee  
Town Clerk and Chief Executive

**DUNSTABLE TOWN COUNCIL**

**MINUTES OF THE MEETING OF THE COUNCIL**

**HELD ON MONDAY 25 APRIL 2022 COMMENCING AT 7.00 P.M.**

Present: Councillor Gloria Martin (Town Mayor); Councillor Liz Jones (Deputy Town Mayor); Councillors Sid Abbott, Lisa Bird, Greg George, Pamela Ghent, Kenson Gurney, Peter Hollick, and Johnson Tamara, with Councillor John Gurney (remotely), David Ashlee (Town Clerk and Chief Executive), John Crawley (Head of Grounds and Environmental Services - remotely), Becky Wisbey (Head of Community Services - remotely), Lisa Scheder (Finance and Procurement Manager - remotely) and Ian Reed (Democratic Services Manager).

Apologies: Councillors Phillip Crawley, John Gurney, Cameron Restall, Lee Roberts, Gladys Sanders

Members of the public; One (remotely)

**65 MINUTES**

The minutes of the meeting of the Council held on 7 February 2022 were approved as a correct record and signed by the Town Mayor.

**66 DECLARATIONS**

There were no specific declarations of interest.

**67 CHAIRMAN'S REMARKS**

The Town Mayor spoke in support of a report relating to her activities up to the beginning of April 2022. The Mayor thanked the Deputy Mayor, Councillor Liz Jones, and Past Mayor, Peter Hollick, for attending some events on her behalf. The Mayor reported on the planting of the Green Canopy on the seventieth day of the Year (11 March 2022) to signify Her Majesty the Queen had been on the throne for 70 years. The Mayor, with voluntary organisations and schools, had undertaken the planting of a large number of trees at Mentmore Recreation Ground. The Mayor also advised the Council meeting that she thoroughly enjoyed attending the Lord Lieutenants Honours Reception Gathering and Presentation Ceremony at Putteridge Bury on 14 March 2022. She particularly enjoyed seeing a Dunstable resident receive an award. The Council was also advised that the charity Race Night held at Creasey Park had raised £630.

**68 PUBLIC QUESTION TIME**

There were no questions put to the meeting

**69 TO ANSWER QUESTIONS UNDER STANDING ORDER 16**

There were no questions put to the meeting.

**70 COMMUNITY SERVICES COMMITTEE**

**RESOLVED:** that the minutes of the meeting of the Community Services Committee held on 7 March 2022 be received.

**71 GROUNDS AND ENVIRONMENTAL SERVICES COMMITTEE**

**RESOLVED:** that the minutes of the meeting of the Grounds and Environmental Services Committee held on 14 March 2022 be received.

**72 FINANCE AND GENERAL PURPOSES COMMITTEE**

**RESOLVED:** that the minutes of the meeting of the Finance and General Purposes Committee held on 21 March 2022 be received.

**73 DUNSTABLE JOINT COMMITTEE**

**RESOLVED:** that the minutes of the meeting of the Dunstable Joint Committee held on 10 March be received.

**74 APPEALS AND APPOINTMENTS SUB-COMMITTEE**

**RESOLVED:** that the recommendations of the Sub-Committee held on 13 April be approved as follows; Paul Hodson, currently serving as Town Clerk to Buckingham Town Council be appointed as the Town Clerk and Chief Executive of Dunstable Town Council at spinal column point 60 of the agreed salary band.

**75 UPDATES TO THE COUNCIL'S CODE OF CONDUCT, FINANCIAL REGULATIONS AND STANDING ORDERS**

The Council discussed a report from the Town Clerk and Chief Executive that put forward amendments to the Financial Regulations and Standing Orders of the Town Council. The Council had also been circulated with a copy of a new model Councillor Code of Conduct prepared by the Local Government Association that was being promoted by the National Association of Local Councils.

**RESOLVED:** that the Council agrees to the amendments made to the Financial Regulations and Standing Orders and also adopts the new model Councillors Code of Conduct as set out in the report.

**76 REPORTS/UPDATES BY MEMBERS OF CENTRAL BEDFORDSHIRE COUNCIL ON MATTERS OF INTEREST TO THE TOWN COUNCIL**

No update was given. Councillor Tamara directed members to the minutes of the Joint Committee for any Central Bedfordshire Council updates. Central Bedfordshire Councillors were encouraged to be more proactive in giving their Council updates.

**The meeting closed at 7.45 p.m.**