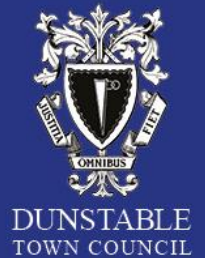


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DUNSTABLE
TOWN COUNCIL

Paul Hodson, Town Clerk and Chief Executive

Notice of a Meeting of the **COMMUNITY SERVICES MEETING**

Date: **Friday 22 August 2025**

Dear Councillor,

A meeting of the **COMMUNITY SERVICES MEETING** will be held on **MONDAY 8 SEPTEMBER 2025**, at **COUNCIL CHAMBER, GROVE HOUSE** at **7pm**. To view the meeting live or afterwards use this link: [livestream](#). Members of the public and press are also welcome to attend in person. Members of the public may ask a question during the public session, either in person or online via MS Teams. If you would like to ask a question, please contact the Council via democratic@dunstable.gov.uk or 01582 513000 by 4 pm on Friday 5 September.

This meeting will be filmed by the Council and broadcast live and will be capable of repeated viewing. If you are seated in the Council Chamber it is likely that the cameras will capture your image. By your presence you are deemed to consent to be filmed, and to the use of those images and sound recordings for webcasting or training purposes.

If you address the committee in person or via Teams, your contribution will be recorded and broadcast, unless this is during a private session, as permitted by the Access to Information provisions.

Please see the below QR code to access the full agenda:



Yours faithfully

Paul Hodson
Town Clerk and Chief Executive

Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't.

AGENDA

172/25 Apologies for Absence

173/25 Declarations of Interest

174/25 Public Question Time

175/25 To agree the minutes of the meeting of the meeting of 2 June 2025 as an accurate record

[2025-06-02 - Community Services Committee - Minutes \(1\).pdf](#)

176/25 Town Centre Services

[Information Report Town Centre September \(2\).pdf](#)

177/25 Events

[Events Information Report September \(1\).pdf](#)

178/25 Priory House

[Priory House Information Report September.pdf](#)

179/25 Older People's Services

[Older People information report Sept 2025 \(1\).pdf](#)

180/25 Grove Corner and Community Engagement

[Youth and Community Information Report Sept 2025 \(1\).pdf](#)

181/25 Service Level Agreement

[SLA decision report Sept 2025 \(3\).pdf](#)

182/25 Corporate Plan Update

Appendix 1

Appendix 2

[Corporate Plan Update \(Communities\) \(1\).pdf](#)

Corporate Plan Update Report - Appendix 1.pdf

Corporate Plan Update Report - Appendix 2.pdf

183/25 Date of the next meeting - Monday 3 November 2025 at 7.00 pm

To: All Members

John Gurney (Council Member), Liz Jones (Council Member), Wendy Bater (Council Member), Kenson Gurney (Council Member), Matthew Brennan (Council Member), Philip Crawley (Council Member), Matthew Neall (Council Member), Mark Davis (Council Member), Gregory Alderman (Council Member), Richard Attwell (Council Member), Johnson Tamara (Council Member), Nicholas Kotarski (Council Member), Louise O'Riordan (Council Member), Michelle Henderson (Council Member), Peter Hollick (Council Member), Trevor Adams (Council Member), Sally Kimondo (Council Member) and Robert Blennerhassett (Council Member),

DUNSTABLE TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE
MONDAY 8 SEPTEMBER 2025
CORPORATE PLAN UPDATE

Purpose of report: To update Members on progress with the Corporate Plan objectives and actions associated with the Community Services Committee.

1. BACKGROUND

- 1.1. In 2023, a Corporate Plan was adopted by the Council, highlighting the aspirations for the Council between 2024-2027. Covering all aspects of the Council's work, Officers have worked hard on its delivery and achieving many of the items listed within.
- 1.2. The purpose of this report is to highlight to Members the achievements to date and the ongoing work of the team to deliver this committee's objectives.

2. PROGRESS ON CORPORATE PLAN OBJECTIVES – COMMUNITY SERVICES

- 2.1. The Corporate Plan 2024 to 2027 contains 50 objectives and of these 18 have been assigned to this committee. Details of progress against each of the 18 objectives are provided in Appendix 1 to this report.
- 2.2 12 objectives for this committee are being successfully progressed or have been completed. One objective is delayed, and one is not possible. Details of all objectives are provided in Appendix 1 to this report.

3. PROGRESS ON CORPORATE PLAN PERFORMANCE INDICATORS – COMMUNITY SERVICES

- 3.1. The Corporate Plan 2024 to 2027 contains 50 performance indicators and of these 16 have been assigned to this committee. Details of the outcomes against each of the 22, 2024/25 targets are provided in Appendix 2 to this report.
- 3.2 Nine performance indicators for this committee are being successfully met or exceeded. Four performance indicators for this committee are not being met. Three performance indicators for this committee do not have enough data to report on. Details of this are provided in Appendix 2 to this report.

4. CONCLUSION

- 4.1. Officers have completed or made good progress on most of the objectives to date that require action. Some objectives are part of service plans for 2025/26 or 2026/27, and progress will be included in future reports.
- 4.2 New performance indicators that have been reported on for the first time now have a benchmark for future performance. Some performance indicators, which did not have sufficient data for this year, have made changes to reporting methods to ensure that adequate data is available in the future.

5. APPENDICES

- 5.1. Appendix 1 – Key Objectives – Community Services
- 5.2. Appendix 2 – Corporate Plan Objectives - Community Services

6. AUTHOR

- 6.1. Katie Williams - Corporate Performance and Compliance Manager
compliance@dunstable.gov.uk

KEY OBJECTIVES (What?)	ACTION		COMMITTEE	RESOURCES	TIMESCALE	STATUS	UPDATE / NOTES
			(When?)	(What cost?)			(Any Comments)
1. Continue to improve the organisational management, efficiency and environmental sustainability of the Town Council							
	4	Scope the viability of expanding the Council's wedding and event offer to include Grove House.	Communities	Business plan to be provided; self-funding	Mar-25	Delayed	Premises licence has now been received. Marriage licence application is in progress. Work to remediate marriage and reception room is in quotation stages.
	13	Scope providing a weatherproof cover over the seating area at Priory House	Communities	Aspirational	Mar-27	Not started	
	15	Improve events infrastructure by installing additional power points and better configuration of outside stores	Communities	Part UKSFP funded	Mar-25	Complete	In progress, planned for Feb 2025
	17	Purchase and install an external LED board to replicate the information provided from the information window on the High Street	Communities	Aspirational	Mar-27	On Track	Contractor sourced, next steps planning permissions
2. Preserve and enhance the history and identity of the Town, creating a sense of pride in Dunstable							
Preserve and enhance the history and identity of the town	20	Invest in and increase public art. Provide a sculpture trail, additional Middle Row art and virtual trail	Communities	Aspirational and UKSPF	Mar-27	On Track	Wooden heritage sculpture trail installed. This was funded by UKSPF.
	23	Reopen Priory House and engage users in line with funders' requirements. Promote Priory House as an important heritage destination.	Communities	Funding in place	Mar-27	On Track	Major ongoing building works.
4. Continue to improve services targeted to all community sectors in the Town							
	37	Increase the Big Lunch Opportunities to 150 older people	Communities	Using current Budgets	Mar-25	Complete	

KEY OBJECTIVES <i>(What?)</i>	ACTION		COMMITTEE <i>(When?)</i>	RESOURCES <i>(What cost?)</i>	TIMESCALE	STATUS	UPDATE / NOTES <i>(Any Comments)</i>
Continue to improve services for older people	38	Launch additional lunch club or other activities for older people	Communities	Aspirational	Mar-26	Complete	Launched breakfast club at Bennetts Splash Park, and Food club successfully. Lunch Club has also moved venue which has increased capacity.
Continue to improve services for younger people	39	Extend Grove Corner buildings, creating a proper hub for youth services in the town	Communities	Aspirational	Mar-27		Plans have been drawn up, and this project has been scoped. Benefits of works do not currently justify the funding required.
	40	Deliver current programme of detached work to March 2026 and secure ongoing resources	Communities	Funding in place / Aspirational	Mar-26	On Track	Funding in place until March 2026. Question to go to committee in September 2025, about direction for 2026/27, which will guide budget setting.
5. Contribute to the regeneration of the Town Centre and development of neighbourhoods in the Town							
Contribute to the regeneration of the town centre	41	Create a pop-up meanwhile space	Communities	UKSFP funded	Mar-26	Not Possible	DTC were unable to secure a unit from Central Bedfordshire Council, and The Quadrant.
	42	Create a parklet/Green Space in Town Centre	Communities	Aspirational	Mar-27	On Track	Negotiations are underway with Luton Borough Council for the purchase of suitable land. Expected to complete by Mar 2026.
	43	Implement the Town Centre Management Business Plan	Communities	Using current budgets	Mar-25	Complete	Delivering and on target, except for the pop up shop which has not been viable due to in ability to secure unit.
	44	Make physical improvements such as: Install solar benches with USB ports in appropriate locations, water refill stations, living columns + art trails	Communities	UKSFP funded	Mar-25	Complete	
Contribute to the regeneration of the town centre	45	Install Self-clean pop-up toilets in the town and gardens, increasing the toilets in the town and offering more choice to the public.	Communities	Aspirational	Mar-27	Not Started	

KEY OBJECTIVES (What?)	ACTION		COMMITTEE (When?)	RESOURCES (What cost?)	TIMESCALE	STATUS	UPDATE / NOTES
							(Any Comments)
Improve services provided to the community	46	Review the Council's support for the Community and Voluntary Sector	Communities	Using current Budgets	Mar-27	Not Started	
	47	Strengthen and develop cultural services and activities in the town; deliver cultural capacity development programme funded by UKSPF	Communities	UKSFP funded	Mar-25	Complete	UKSPF cultural – progressing well and on schedule
6. Represent residents, businesses and community groups of Dunstable on key strategic issues facing the Town							
Represent residents on key strategic issues	49	Scope a Neighbourhood Plan to give the Dunstable more say over its own future, be it to protect the town from unwanted development or have more control over the developments that do take place in the town	Communities	Using current budgets for scoping work	Mar-27	Complete	

Corporate Plan Priority (CP)	Key Objective	RESPONSIBLE COMMITTEE	SERVICE AREA	PERFORMANCE INDICATOR	2024/25 Target	2025 / 26 Target	2026/27 Target	2027/28 target	2024/25 PROGRESS
2	Preserve and enhance the history and identity of the town	Community Services	Priory House	Increase in income year on year from actual	from 25/26	£158,500	£166,420	£174,731	£ 10,854.25
2	Preserve and enhance the history and identity of the town	Community Services	Priory House	Percentage of users satisfied with service	NEW	80%	81%	82%	No Data
2	Preserve and enhance the history and identity of the town	Community Services	Priory House	Increase in visitors/customers year on year with 2025/26 being the baseline	NEW	5%	5%	5%	No Data
4	Continue to improve services to all community sectors	Community Services	Events	Percentage of people satisfied with events	98%	98%	98%	98%	93%
4	Continue to improve services for younger people	Community Services	Grove Corner	Total number of young people visits to services for young people	4,000	4,000	4,000	4,000	7,363
4	Continue to improve services for younger people	Community Services	Grove Corner	Total number of individual young people engaging in youth provision run by DTC	500	500	500	500	No Data
4	Continue to improve services for younger people	Community Services	Grove Corner	Hours of youth provision delivered to young people	804.5	810	810	810	877
4	Continue to improve services to all community sectors	Community Services	Grove Corner	Meet budgeted income year on year	10,750	10,750	10,750	10,750	£ 10,676.00
4	Continue to improve services for older people	Community Services	Older People	Total number of older people visits to council delivered older people services	2,000	2,000	2,100	2,300	1809
4	Continue to improve services for older people	Community Services	Older People	Increase provision offered to the older community	1	1	1	1	1
4	Continue to improve services to all community sectors	Community Services	Community engagement	Number of community led initiatives supported	1	1	1	1	
4	Continue to improve services to all community sectors	Community Services	Community engagement	New community groups engaged with	2	2	2	2	3
5	Contribute to the regeneration of the town centre	Community Services	Town Centre	Number of new traders on markets etc.	40	40	40	40	77
5	Contribute to the regeneration of the town centre	Community Services	Town Centre	Number of trading businesses on the market	89	93	97	100	137
5	Contribute to the regeneration of the town centre	Community Services	Town Centre	Average number of stalls per market for middle row	27	27	28	28	30
5	Contribute to the regeneration of the town centre	Community Services	Town Centre	Number of businesses engaged with each year	140	140	140	140	200