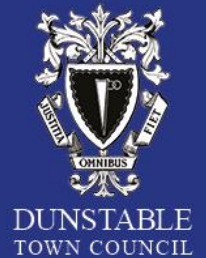


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**Paul Hodson**, Town Clerk and Chief Executive

Date: **Friday 19 December 2025**

Dear Councillor,

A meeting of the **Community Services Committee** will be held on **Monday 12 January 2026**, at **Grove House** in the **Council Chamber** at **7 pm**. 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 intend to raise a question, it is helpful to let us know beforehand to give councillors a chance to prepare an informed answer. Please contact the Council via [democratic@dunstable.gov.uk](mailto:democratic@dunstable.gov.uk) or 01582 513000 by 4 pm on Friday 9 January 2026.

*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

*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.*

Town Clerk and Chief Executive

To: All Members of the **Community Services Committee:**

John Gurney (Council Member), Kenson Gurney (Council Member), Matthew Brennan (Council Member), Matthew Neall (Council Member), Philip Crawley (Council Member), Wendy Bater (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)

## **AGENDA**

**001/26 Apologies for Absence**

**002/26 Declarations of Interest**

**003/26 Public Question Time**

**004/26 To agree the minutes of the meeting of 3 November 2025 as an accurate record**

**005/26 Action Tracker – to review progress of previously agreed actions**

**006/26 Town Centre Services**

**007/26 Budget Proposals for 2026/27**

Report to follow

**008/26 Grove Corner and Community Engagement**

**009/26 Older People's Services**

**010/26 Events**

**011/26 Priory House**

**012/26 Priory House Decision Report**

**013/26 Reports from Outside Bodies**

South Beds Dial-a-Ride Management Committee - Cllr Peter Hollick

Dunstable Town Band - Cllr Robert Blennerhassett

Men in Sheds - Cllr Richard Attwell

**014/26 Date of the next meeting - Monday 3 March 2026 at 7.00 pm**

## **DUNSTABLE TOWN COUNCIL**

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

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

**ON MONDAY 3 NOVEMBER 2025**

- Present: Councillors Richard Attwell (Deputy Town Mayor) (in the chair), Wendy Bater, Gregory Alderman, Mark Davis, Philip Crawley and Nicholas Kotarski
- In Attendance: Paul Hodson (Town Clerk and Chief Executive), Jackie Carrington (Democratic Services Manager), Gina Thanky (Events Officer) and Gill Peck (Youth and Community Manager)
- In Attendance: Becky Wisbey (Head of Community Services), Annette Clynes (Remotely) (Town Centre Manager) and Councillor Peter Hollick
- Public: One

#### **228/25 - Apologies for Absence**

Councillors Matthew Neall (Chair), Sally Kimondo (Town Mayor), Louise O’Riordan and Robert Blennerhassett

#### **229/25 - Declarations of Interest**

There were no specific declarations of interest.

#### **230/25 - Public Question Time**

None

#### **231/25 - To agree the minutes of the meeting of the meeting of 8 September 2025 as an accurate record**

The minutes of the meeting of the Community Services Committee held on 8 September 2025 were approved as a correct record and signed by the Chair.

#### **232/25 - Action Tracker – to review progress of previously agreed actions**

The committee reviewed the action tracker to monitor the progress of previously agreed actions. There were no other updates or comments on the action tracker.

#### **233/25 - Town Centre Services**

An update on the town centre services, noting an increase in bookings for the Twilight events

scheduled for December. Officers expressed confidence that the events would be fully booked and well-attended.

The tender for town centre services was due to be reviewed in November, with updates expected by the next committee meeting.

A query was raised regarding pre-application planning advice for Pulse communication boxes in the conservation area, which had been unfavourable. The Head of Community Services elaborated on the challenges faced due to conservation area restrictions and the lack of feasible suggestions from Central Bedfordshire's planning team, which hindered the project's progress.

### **234/25 - Budget Proposals for 2026/27**

The budget proposals for the fiscal year 2026/27 were introduced, highlighting differences between the previously agreed four-year budget and current suggestions. The overall council budget was facing challenges, with an initial draft indicating a 12% increase compared to the 8% agreed in February.

Members requested that officers provide detailed information on event costs and income to make informed budget decisions and organise a working group to delve deeper into budgetary considerations a meeting with officers to review options for event funding and to establish the impact of removing an event from the calendar.

**ACTION:** Head of Community Services

**RESOLVED:**

to include the fallback proposal to commit £35,000 to ensure the continuity of detached youth services in case Central Bedfordshire Council withdraw their funding in the draft budget.

### **235/25 - Priory House**

The Head of Community Services provided updates on Priory House, including the opening of the gift shop area and refurbishment works. The gift shop's light bites and retail stock were positively received, and the refurbishment was progressing well, with internal works and permissions in place.

A funding application for youth engagement workshops had been submitted to the National Archives, and the committee was asked to agree to accept the funding if successful.

**RESOLVED:**

to accept the funding from the National Archives for youth engagement workshops if successful.

### **236/25 – Events**

The Events Officer reported on recent and upcoming events, noting a lower turnout for Proms in the Park compared to previous years, possibly due to weather conditions and competing events in neighbouring towns. Planning for the Christmas Carols and Torchlight Procession was progressing well, with confirmed participation from schools and choirs.

Changes to event dates for 2026 were outlined, with the Soapbox Derby moved to September to encourage teams to take part and Priory Pictures to August for better scheduling.

### **237/25 - Grove Corner and Community Engagement**

The cafe's performance had been mixed due to varying weather conditions, with income fluctuating over recent weeks. New initiatives and the return of winter sessions are expected to drive continued growth against last year's income.

Updates were provided on Grove Corner and community engagement, noting an increase in new sign-ups and successful youth engagement initiatives, including a talent show organised by junior team club members. Detached youth work continued to adapt to seasonal changes, with significant engagement numbers reported. The committee acknowledged the positive impact of these activities and the importance of continued funding and support.

The community lottery had 30 good causes signed up and 151 players, generating £3175.20 in revenue for local good causes. Members agreed that a full year of operation would provide a clearer picture of the lottery's financial impact.

### **238/25 - Older People's Services**

The report on older people's services highlighted various activities and initiatives.

The Household Support Fund would provide £1,839 for supermarket vouchers for members of Good Companions and Lunch Bunch during the week between Christmas and New Year. Officers had received kindness bags from the Small Acts of Kindness charity, which would be distributed among the groups.

The council expressed gratitude towards Cafe Nostalgia, the Household Support Fund, and the Small Acts of Kindness charity for their contributions.

### **239/25 - Date of the next meeting - Monday 12 January 2026 at 7.00 pm**

**The meeting closed at 9:00 PM**

Committee	Minute	Date	Action	Action Full	Responsible	Update	Status
CS	176/25	9/8/2025	Christmas Lights	Members raised the possibility of the Christmas Lights being extended further along the High Street from the crossroads. It was noted that this was a good time to explore options as the tender for the next five years was up for renewal.	Town Centre Manager & Head of Community Services	Included in report to be presented to Finance and General Purposes Committee in January 2026, due to the budget implications	In Progress
CS	234/25	11/3/2025	Community Services Budget Proposals for 2026/27	Members requested that officers provide detailed information on event costs and income to make informed budget decisions and organise a working group to delve deeper into budgetary considerations a meeting with officers to review options for event funding and to establish the impact of removing an event from the calendar.	Head of Community Services	Retained within the budget report to be presented in January 2026	Completed

**DUNSTABLE TOWN COUNCIL**  
**COMMUNITY SERVICES COMMITTEE**

**MONDAY 12 JANUARY 2026**

**TOWN CENTRE**

<b>Purpose of report:</b> For information
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**1. MIDDLE ROW MARKETS**

1.1. Bookings went well for Twilight on Saturday 13 December, although the other dates took a little longer to fill. Officers will evaluate Twilight and confirm the Twilight dates for 2026. Officers have confirmed other market dates for 2026 and will still look at adding other 'outside' markets to The Square and increasing the number of traders on Bites on The Square markets.

1.2. Market bookings:

11 Dec	37 booked
12 Dec	49 booked
13 Dec	53 booked
20 Dec	15 booked

1.3. Twenty-four markets took place in 2025 with fifteen event markets. Officers are looking at twenty-seven Middle Row Markets for 2026. Joining the event team in Grove Gardens gave Middle Row Markets a new customer base and showcased the best of the market. The positive impact on the event and Middle Row Markets will see this repeated during 2026.

**2. ASHTON SQUARE TOILETS**

2.1. The Loo of the Year Award has been presented to Ashton Square Toilets. This year, Ashton Square Toilets received a Gold Award, which is one grade below last year's achievement. Although officers are disappointed, officers are determined to regain the Platinum Award. The Rangers and Town Centre teams have met to review the report, establish a new cleaning rota, and include additional items for the toilets as recommended. The Rangers will deep clean the toilets on a Sunday while they are shut to the public.

2.2. Dunstable Town Council will apply for Loo of the Year Awards 2026/27. Judging will take place July 2026 to September 2026. The team are committed to securing a Platinum Award, Period Dignity, Washroom Technician, Roll of Honour, and Premier League Award for 2026/27.

### 3. TOWN CENTRE

- 3.1. Market events were held in October and December, with the first Halloween event taking place on Saturday 25 October. This new addition to the Middle Row Market proved extremely popular with traders and attracted excellent footfall. Officers will include this event in the 2026 programme and add an extra market in November due to the high number of enquiries for that month.
- 3.2. Twilight, a three-day event, took place on Thursday 11, Friday 12 and Saturday 13 December. The Christmas event showcased local community groups through a dedicated stage and a variety of free family activities during the three evenings. On Thursday evening, Street Food Heroes joined the event, attracting a strong turnout and creating a lively atmosphere that lasted throughout the evening. Officers had positive feedback from trades on the street food event. The free activities went quiet at 8 pm, which officers will, look at for next year. This was the first time there was a Thursday evening Twilight offered in the town; officers were pleased with the footfall over all dates and food traders reported successful sales. Social media was used to promote all days and promote traders that were selling at Twilight. The stage performances and free Santa's grotto was very popular, especially with young families, over 900 small gifts were given out during the weekend. Saturday's programme featured additional stalls and food stalls, this was the busiest night of the Twilight event. Twilight Markets is now an established Christmas market and has seen an increase in footfall and traders wanting to be part of Dunstable's Market and events.
- 3.3. Street Food Heroes have confirmed dates for 2026. Street Food Heroes will take place on the third Thursday of the month from March to September.
- 3.4. The Christmas Window Competition took place on Tuesday, 2 December. The public also voted on Facebook for their favourite display. All entrants received a box of biscuits, and the four winners were awarded a voucher from the Greek Bakery, with the overall winner receiving a free advert in Talk of The Town. The public vote went to Dunstable Cake House, while the Deputy Mayor's Choice was awarded to Cakes by Claire Kelly. Second place went to Dunstable Eye Centre, and third place to Tufty's Flowers and Cards.
- 3.5. Shops and businesses were invited to register their interest in a free Father Christmas visit on Friday, 28 November, to mark the start of the Christmas shopping season. Seven shops booked a slot for Santa to launch their festive promotions, and all participating businesses reported that the visit was beneficial and thanked officers for organising it.
- 3.6. Torchlight event on Friday, 28 November recorded its highest footfall to date. All thirteen food traders performed extremely well, as did the local takeaways in the surrounding area. Traders were responsible for managing their own food waste, and officers provided additional bins for the evening. The Ashton Square toilets were kept open for the event and maintained by officers. Litter picking took place throughout the evening, and the Town Rangers provided further support the next day with additional toilet cleaning and area sweeping.
- 3.7. The Head of Service is working with colleagues from Central Bedfordshire Council on the matter of premises of concern to take a consistent approach to

managing the problem with all available powers. A task group will be meeting in January with a view to develop a partnership/cross department approach.

- 3.8. CashAccess are currently scoping sites for a temporary banking hub in the town with a view that it would be open in March 2026; work continues.

#### **4. VACANCY RATES**

- 4.1. The vacancy rates will be completed at the end January 2026. The count will be undertaken again at the start of April 2025.

#### **5. TOWN CENTRE BUSINESS PLAN**

- 5.1. Bites on The Square now regularly hosts four to five traders. Officers continue to explore opportunities to attract additional food vendors for the Wednesday event. In 2026, officers will also book entertainment to further support traders at Bites on The Square. Middle Row Markets has hosted 15 event markets, with an average of 32 stalls per event. In total, 24 markets were delivered in 2025, with an average of 28 stalls per market. Middle Row Markets hosted three markets in July, August, and October, and four in December, in line with year two of the business plan. Although officers would have preferred higher stall numbers, the opening of Boyes has increased footfall at recent markets. Officers believe this increased footfall will lead to higher stall numbers in 2026. Overall, these figures represent a slight increase on last year and are a positive outcome for the area, reflecting the additional markets and event markets delivered in 2025.

#### **6. CHRISTMAS LIGHTING SCHEME**

- 6.1 The town centre Christmas tree will be removed from The Square on the 16 January.
- 6.2 The lighting contract with Lamps and Tubes is due to finish at Christmas 2025. Dunstable Town Council has invited tenders for a new five-year contract.
- 6.3 **Dunstable Christmas Lighting Scheme 2026–2030** The tender should cover the period 2026 to 2030 (inclusive). Companies were invited to tender for the provision of the Dunstable Christmas Lighting Scheme for the five-year period. Two tenders were opened on 11 December and scored. A report has been prepared and will be presented to Finance and General Purposes Committee later in January 2026 for a decision. This will also include the costs for extending the scheme as requested by this committee.

#### **7. AUTHOR**

- 7.1 Annette Clynes – Town Centre Manager  
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**DUNSTABLE TOWN COUNCIL**  
**COMMUNITY SERVICES COMMITTEE**  
**MONDAY 11 JANUARY 2026**  
**GROVE CORNER AND COMMUNITY ENGAGEMENT**

<b>Purpose of Report:</b> For information.
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**1. GROVE CORNER FIGURES**

- 1.1. Grove Corner received 230 visits from young people between 14 October 2025 and 10 December 2025.
- 1.2. 9 new young people have signed up over this time.
- 1.3. Grove Corner received 323 visits from young people between 19 October 2024 and 10 December 2024.
- 1.4. Pokémon received 88 visits from young people between 4 November 2025 and 9 December 2025.
- 1.5. Pokémon sessions received 113 visits from young people between 16 October 2024 and 10 December 2024.

**2. YOUTH ENGAGEMENT**

- 2.1. An officer from Central Bedfordshire Council Youth Service came to visit Grove Corner to talk to young people about the Youth Parliament. One young person expressed they may be interested in considering this and was going to speak to their parents before deciding.
- 2.2. Officers did some consultation with young people who access Grove Corner to understand their thoughts on sessions. Some of the feedback included:
  - Young people wanted youth workers to know that they love coming to Grove Corner.
  - Young people feel safe and feel sessions are fun and inclusive.
  - Young people feel that everyone is kind and respectful.
  - Young people would like activities to include slime making, and to have quizzes and times to read.
  - Young people like having lots of different activities to participate in at Grove Corner.

- Young people find Grove Corner to be kind and caring.
- 2.3. Officers have been working with young people who access the Centre to plan their Christmas session on Friday 19 December. The group decided they would like to watch Home Alone and have snacks. Therefore, officers have arranged to facilitate this.
- 2.4. Officers continue to promote Grove Corner and attended The Chiltern School to promote the sessions to students there, as part of an information day the school held. As a result, a new young person has begun to attend.
- 2.5. Grove Corner continues to be used heavily throughout the week. Currently, Grove Corner is hired by:

Autism Bedfordshire Adults Group  
Sight Concern  
Yawn Life  
Autism Bedfordshire Girls Group  
Mind BLMK  
Branching Out  
Central Bedfordshire Council – Children in Care (monthly)  
Xyla Health

### **3. DETACHED YOUTH WORK**

- 3.1. Between 16 October 2025 and 10 December 2025, officers have delivered 12 detached activities and engagement sessions across Dunstable, excluding Dunstable East. The areas covered include Priory Gardens, Ashton Square, Dunstable Cemetery, Downside estate, Brewers Hill Recreation Ground, Bennett Memorial Recreation Ground, The Quadrant, Eleanor's Cross, Spoodell and Mentmore Recreation Ground.
- 3.2. From 16 October 2025 to 10 December, officers continue to deliver nine hours per week detached youth work across Dunstable East. Officers have continued to work with the Dunstable Centre providing free sessions, one hour per session, three times per week. Officers continue to visit White Lion Retail Park, Kingsbury Recreation Ground, Grove Skate Park, Grove House Gardens, Peter Newton Recreation Ground and Katherine Drive shops.
- 3.3. Officers continue to provide sessions from the Leisure Centre, three evenings per week, for one hour per session. These sessions are funded externally by Sports England and allow young people to use the Centre for free and access the sessions that the detached team provide. It is worth noting that this funding ends in February 2026. After Christmas, officers hope that Boxing Saves Lives and a local fencing company will be able to facilitate some sessions, at the request of young people who access the provision.

- 3.4. Between 16 October and 10 December 2025, officers have engaged with 588 young people by headcount. 408 of these young people have been within Dunstable East and the remaining 180 have been within the rest of the town.
- 3.5. Therefore, it is worth noting that the youth team have had 906 interactions with young people between 16 October 2025 and 10 December, through Centre-based youth work and detached youth work.
- 3.6. 109 young people have engaged in the youth provision offered by Dunstable Town Council, for the first time, in this duration.
- 3.7. Officers facilitated several activities over October half term. This included a trip to Thorpe Park, a trip to the Pioneer Indoor Skatepark, a swimming party and a ghost walk.
- 3.8. Officers will be taking a group of young people to Efes and the pantomime on Saturday 20 December. 26 young people have signed up to attend.
- 3.9. The fixed term contract 16 hour per week Detached Youth Worker has resigned – their last day will be on Wednesday 7 January. This post will not be filled – additional hours have been offered to those already in post to fulfil the requirements of the role.
- 3.10. On Tuesday 31 March 2026, officers will be hosting Dunstable Biggest Under 18s night at Dunstable Conference Centre. This party will be to celebrate all that the Million Hours detached youth work, and to provide young people in the town with a safe and accessible evening. Tickets will be £5 entry, and officers have arranged to have security attend the event. It will be strictly for those aged 12 to 17 and other organisations have been informed and invited to attend, including Bedfordshire Police and the Community Safety team from CBC. The event will run from 6.30 pm to 9.30 pm. As part of this event, Perfect Personalised Parties will head up the DJ and music station, and officers are working with young people to enter a competition to win three spots at the event – one person will win the ‘headline act’ position, and two people will win ‘support act’ position. Tickets will go on sale soon, and this event will be promoted on social media, on the website, via word of mouth and officers will be visiting schools to promote the event.

#### **4. SCHOOL ENGAGEMENT**

- 4.1. Officers have been successful in securing funding from Sports England, Movement Fund and therefore will be facilitating a wellbeing project in partnership with Boxing Saves Lives at Priory Academy, for the spring term. This project will see young people access boxing, before engaging in a wellbeing activity, facilitated by different organisations each week.

- 4.2. Officers will be contacting schools again across the town, to visit and promote youth provision available for young people to access – officers hope to visit all schools and deliver assemblies for those in year group five and above.

## **5. COMMUNITY ENGAGEMENT**

- 5.1. The part time Youth and Community Worker has completed her level 3 certificate in youth work and has had the opportunity to enhance this to a level 3 diploma, so will be studying some additional modules to gain their diploma.
- 5.2. Officers facilitated a community litter pick with Weatherfield Academy – focusing on the area leading to Creasey Park Community Football centre, and in the overflow carpark.
- 5.3. Officers supported Bedfordshire Domestic Abuse Partnership to host Too Many Names in Grove House Gardens and provided refreshments after the event for those who wished to attend.
- 5.4. Officers met with officers from Central Bedfordshire Council to hear more about the Winter of Action in this area. Officers will work alongside CBC to provide data on how many young people they work with in the town Centre throughout the winter. As part of this, officers have invited officers from CBC to attend sessions, so they can gain a better understanding of the work the youth and community team deliver.
- 5.5. Officers will be facilitating a free stall at the Twilight Market on Friday 12 December. There will be different activities on offer, including dry air clay model making, and designing your own image on shrink paper, which can then be taken away and completed at home. The team will also provide free glow sticks for children who visit the stall.

## **6. BENNETT'S SPLASHSIDE CAFÉ AND COMMUNITY HUB**

- 6.1. Between 14 October 2025 and 4 December 2025, there have been 42 organised events organised. The activities that have been facilitated include:
- Breakfast Club – 7 sessions
  - Adult Craft Club – 7 sessions
  - Winter Warmth Hub – 5 sessions
  - Build a Bear Party – 1 session
  - Canine Coffee Club – 1 session
  - Youth Café – 7 sessions
  - Good Life Sorted – 1 session
  - Dunstable Croquet Club – 1 session

- Home Education – 12 sessions
- 6.2. Between 14 October and 04 December, there have been 4 hirers of the space. These have been Youth Café, Breakfast Club, Build a Bear Party and Dunstable Croquet Club.
- 6.3. Officers continue to advertise for the Friends of Bennett Memorial Recreation Ground Group. Due to minimal interest, officers have changed their approach, and are looking to get small sub focus groups to make up the Friends group. This would include having representatives from the different community groups which use the space.
- 6.4. With the change in weather, officers have had to take the litter pick scheme A frame inside due to the winds and lack of footfall through the park. This is to ensure that no bin bags are flying loose into the park and to maintain the equipment. Once the weather warms up, officers will rebegin this scheme and will ensure it is clearly advertised and marketed.
- 6.5. Officers were approached by a local resident who wanted to do a sustainable fashion project. Officers are going to work in collaboration with the group, providing them the space free of charge, to deliver their community workshops, throughout January until the end of March. Officers are working with the individual to support them with risk assessments and ensuring they have the correct insurance etc in place, prior to the project beginning.
- 6.6. Officers will be working with the community to understand how they want to see the space used, and to support members of the community to be able to lead and facilitate their own initiatives. As part of this approach, the Community Services Assistant and Apprentice Youth Worker will be visiting the space and having discussions with residents. Like the food project initiative and Men in Sheds, officers will support groups to begin, and support them through to them becoming established, but this approach will be to work alongside the group, and not to do activities to or for the group.
- 6.7. Officers are hosting an Elf on The Shelf party for children to attend on Saturday 13 December – this event has one ticket remaining at the time of writing. On Sunday 14 December, officers are hosting several Build a Bear workshops.
- 6.8. Officers have received several compliments regarding activities and sessions that have been facilitated at the Café and Community Hub. Some of these include:
- *We had such a lovely time, the café manager was amazing, so kind and so helpful at every stage.*
  - *So love and appreciate the doggy café – it's just what we need in our community.*

- *Another fab build a bear event, my girls really enjoyed these days. The manager and team provide a lovely experience for families. See you at the Christmas event – lovely team and refreshments.*
- *Brilliant idea and really relaxed, friendly staff.*

6.9. Officers have been consulting with users of the café to plan for January to March 2026.

Officers are currently working with those who access Home Education to look at how to facilitate sessions which are desirable for those who attend, and are suggested by members of the Home Ed community.

Officers have been approached by 'Believe in Yourself' a local company who is exploring hiring the space to facilitate pamper party sessions for children's birthday parties.

After a review of footfall and café sales, it has highlighted a lack of use of the café on a Saturday. Therefore, officers have reviewed and changed the opening hours from January to March 2026. The new café hours will be:

- Monday – closed to public but a new community group will be in from 9.15 am to 3.30 pm
- Tuesday – breakfast club 9 am to 11 am, 12 noon to 4 pm cafe open
- Wednesday – 10 am to 4 pm café open / (12 noon to 2 pm home ed)
- Thursday – 10 am to 4 pm café open (9.30am to 11 am Happy and Active)
- Friday – 10 am to 3 pm café open (12 noon to 2 pm home ed) 3 pm to 5 pm youth cafe
- Saturday – closed (the first Saturday of the month dog canine meet up will continue)
- Sunday – 10 am to 2 pm

6.10. The table below shows a comparison between takings excluding VAT comparing 2024 to 2025 covering October 15 to 31, November and December, up to 4 December.

6.11. The table shows that for the middle two weeks of October, the café was performing slightly better than last year.

- 6.12. Over the half term period, there was a lower uptake on Build a Bear workshop, which was also run over the 2024 half term – this is therefore reflected in the income, compared to last year.
- 6.13. Income fluctuated somewhat over November, which saw an increase in income compared to last year, different groups accessed the space throughout November, including breakfast club, home education, canine coffee club, as well as those attending Sunday football.
- 6.14. Officers have planned several ‘deal of the week’ throughout December, with the hope that this increases income. The weekend from 13 to 14 December is busy, with planned Christmas activities taking place and therefore, officers hope that those in attendance will utilize the deals available.

OCTOBER	14th - 20th	£ 186.92	£ 231.54	£ 25.00		£ 7.50	£ 264.04	£ 77.12
	21st - 27th	£ 252.77	£ 174.58	£ 78.33	£ 0.83	£ 13.34	£ 267.08	£ 14.31
	28th - 3rd	£ 860.86	£ 414.33	£ 29.17		£ 176.67	£ 620.17	-£ 240.69
NOVEMBER	4th - 10th	£ 234.88	£ 201.69	£ 16.67	£ -	£ 28.33	£ 246.69	£ 11.81
	11th - 17th	£ 165.34	£ 260.35	£ 45.00	£ 1.67	£ 5.83	£ 312.85	£ 147.51
	18th - 24th	£ 78.54	£ 221.42	£ 25.00		£ 20.83	£ 267.25	£ 188.71
	25th - 1st	£ 113.50	£ 209.53			£ 30.00	£ 239.53	£ 126.03
	2nd - 8th	£ 94.88	£ 131.48	£ 25.00		£ 10.00	£ 166.48	£ 71.60

## 7. COMMUNITY LOTTERY

- 7.1. There are currently 32 good causes signed up to the Community Lottery and 123 players.
- 7.2. There have been 13 cash winners to date, all winning £25 each.
- 7.3. The total revenue for local good causes to date is £4,388.40,
- 7.4. In the Gold Quarter officers worked hard on increasing the marketing and reach through Christmas related campaigns on social media and reaching out to the Good Causes and encouraging them to tell their supporters about the gift voucher option etc.

## 8. AUTHORS

- 8.1. Gill Peck, Youth and Community Manager  
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- 8.2. Becky Wisbey, Head of Community Services  
Email – [becky.wisbey@dunstable.gov.uk](mailto:becky.wisbey@dunstable.gov.uk)

**DUNSTABLE TOWN COUNCIL**  
**COMMUNITY SERVICES COMMITTEE**

**MONDAY 12 JANUARY 2026**

**OLDER PEOPLE'S SERVICES**

<b>Purpose of report:</b> For information
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**1. GOOD COMPANIONS CLUB**

- 1.1. Good Companions Club continues to be at capacity, with 25 members.
- 1.2. The group has enjoyed a variety of activities in recent weeks. This included a bowling trip, a Christmas lunch out at Halfway House, a trip to the pantomime, a visit from Westfield Nursery who performed Christmas songs, a Christmas craft session and a boat trip day out. The group also enjoyed a Christmas meal at the club on Monday 22 December.

**2. LUNCH BUNCH**

- 2.1. The Lunch Bunch currently has 38 members.
- 2.2. The Lunch Bunch has enjoyed various activities in the lead up to Christmas, including a meal out, a boat trip and a visit to the pantomime.
- 2.3. Due to unforeseen issues that Priory View has internally, the group were unable to meet at Priory View from 26 November. However, due to it being unknown when these issues will be resolved, officers have arranged to host lunch club at Peter Newton throughout January. Priory View confirmed that the slot will not be lost and have appreciated officers understanding at this time.
- 2.4. Officers have various activities planned throughout January, including a Winter Warmth talk and Re Engage visiting.

**3. OVER 55s BREAKFAST CLUB**

- 3.1. The over 55s breakfast club continues to be popular with those who attend. There are currently 18 members signed up.
- 3.2. Members of breakfast club have had various activities and speakers attend over recent weeks. This included talks from Community Safety, East Anglia Air Ambulance, Midshire Rescue and Good Life Sorted. The group also had a visit from Icknield Lower School who performed Christmas songs.

#### **4. ROCK AND ROLL**

- 4.1. Rock and Roll took place on Tuesday 25 November, and 75 people attended. The event was well received, and those in attendance verbally feedback that they enjoyed the entertainment which was provided by The Wilsons.
- 4.2. The next Rock and Roll event takes place on Tuesday 24 February and will have a love theme. Tickets will be advertised and go on sale, early January.

#### **5. FOOD CLUB**

- 5.1. The Food Club continues to be popular. Officers provide members with a poll to decide where their next meet up should be. The group visited The Victoria on Thursday 11 December. Officers are exploring with members of the Food Club if they would like to begin to review the places they visit. Members of the group are currently discussing if this is something they would like to be involved in.

#### **6. HAPPY AND ACTIVE TOGETHER**

- 6.1. Happy and Active Together resumes in January. There will be two sessions running weekly, for different people to attend. One of these sessions will run at Bennetts Memorial Recreation Ground, and will utilise using the café space if required, depending on the weather. The other session will run from Dunstable Community Halls.

#### **7. COFFEE MORNINGS/AFTERNOONS**

- 7.1. Officers continue to facilitate monthly coffee mornings/afternoons. However, attendance has been lower over recent months for these sessions, and therefore, officers are currently undertaking some consultation to understand the reason behind this, and to see what could be changed, to increase attendance and to check if there is still a need for these sessions.
- 7.2. Officers will be meeting with a potential volunteer, to discuss the coffee and chat events, to explain tasks required, and to see if this is a volunteering opportunity the person would like to explore further.

#### **8. HOUSEHOLD SUPPORT FUND AND KINDNESS BAGS**

- 8.1. Officers will be distributing the Kindness Bags from the Small Acts of Kindness Chairty to Good Companions on Monday 21 December and to Lunch Bunch on Wednesday 7 January. Officers will also be giving all members of the groups a £33 Asda voucher, as part of the household support fund, members will receive this on the same day as their kindness bags.

#### **9. AUTHOR(S)**

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**DUNSTABLE TOWN COUNCIL**  
**COMMUNITY SERVICES COMMITTEE**

**MONDAY 12 JANUARY 2026**

**EVENTS**

<b>Purpose of report:</b> For information only.
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**1. PAST EVENTS**

- 1.1. The Christmas Carols and Torchlight Procession was very well attended with an estimate of over 5,000 people present. A total of 13 schools participated alongside the Priory Church Choir, the Dunstable Ladies Choir accompanied by the Dunstable Salvation Army Band. Feedback from the food and drinks stalls that traded down Middle Row on the night is that they traded very well. The lightshow finale and the event overall received positive feedback from schools on social media and via Survey Monkey.
- 1.2. The road closure was in place from 6.30 pm and reopened once again at 8.30 pm causing minimal disruption, this was beneficial to the event as a much larger proportion of the audience utilised the road as viewing space. This will be replicated in the 2026 event planning.

**2. SURVEY MONKEY**

- 2.1 A total of 587 surveys have been collected for 2025 via Survey Monkey, compared to 594 collected from last year's events.
- 2.2 The results have remained extremely positive. Over 94% surveyed answered that they would likely recommend Dunstable events to a friend. In addition, more than 91% reported being satisfied or very satisfied with the 2025 events programme, with 6% feeling neither satisfied nor dissatisfied. Please see Appendix 1 which shows the full 2025 questionnaire results with comparison to results received in 2024 as well as the distribution of surveys collected for each individual event.

**3. PLANNING AND DEVELOPMENT FOR 2026**

- 3.1 Planning is well underway for 2026 with infrastructure for the year being prioritised alongside acts and entertainment.
- 3.2 The theme for Dunstable Live is 'Queens of Sound.' A poll has been created on Facebook for public suggestions and voting to determine the line-up of the event.

- 3.3 The Events Officer is actively seeking sponsors for the 2026/27 Events Programme and will continue in the New Year. Businesses are first being offered the opportunity to sponsor the entire year's programme, followed by tailored multi-event packages, and finally single-event sponsorships. Multiple sponsorship opportunities will be available for Dunstable Live, Party in the Park, and the Soapbox Derby, including tiered options to support key infrastructure and elements such as the TV screen and accessibility platform.

**4. APPENDICES**

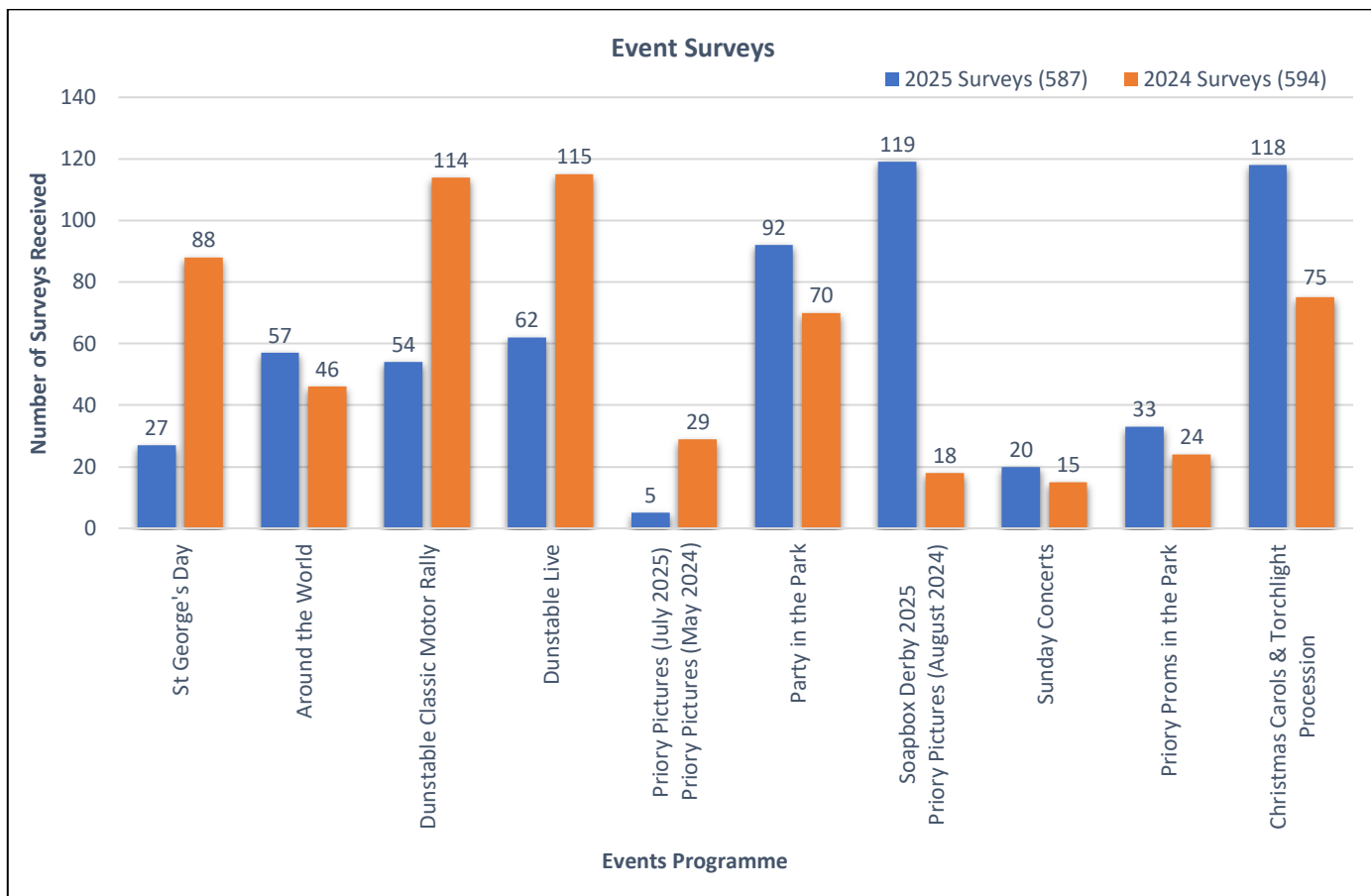
- 4.1 Appendix 1 – Event Survey Results 2025

**5. AUTHOR**

- 5.1 Gina Thanky - Events Officer  
[Gina.thanky@dunstable.gov.uk](mailto:Gina.thanky@dunstable.gov.uk)

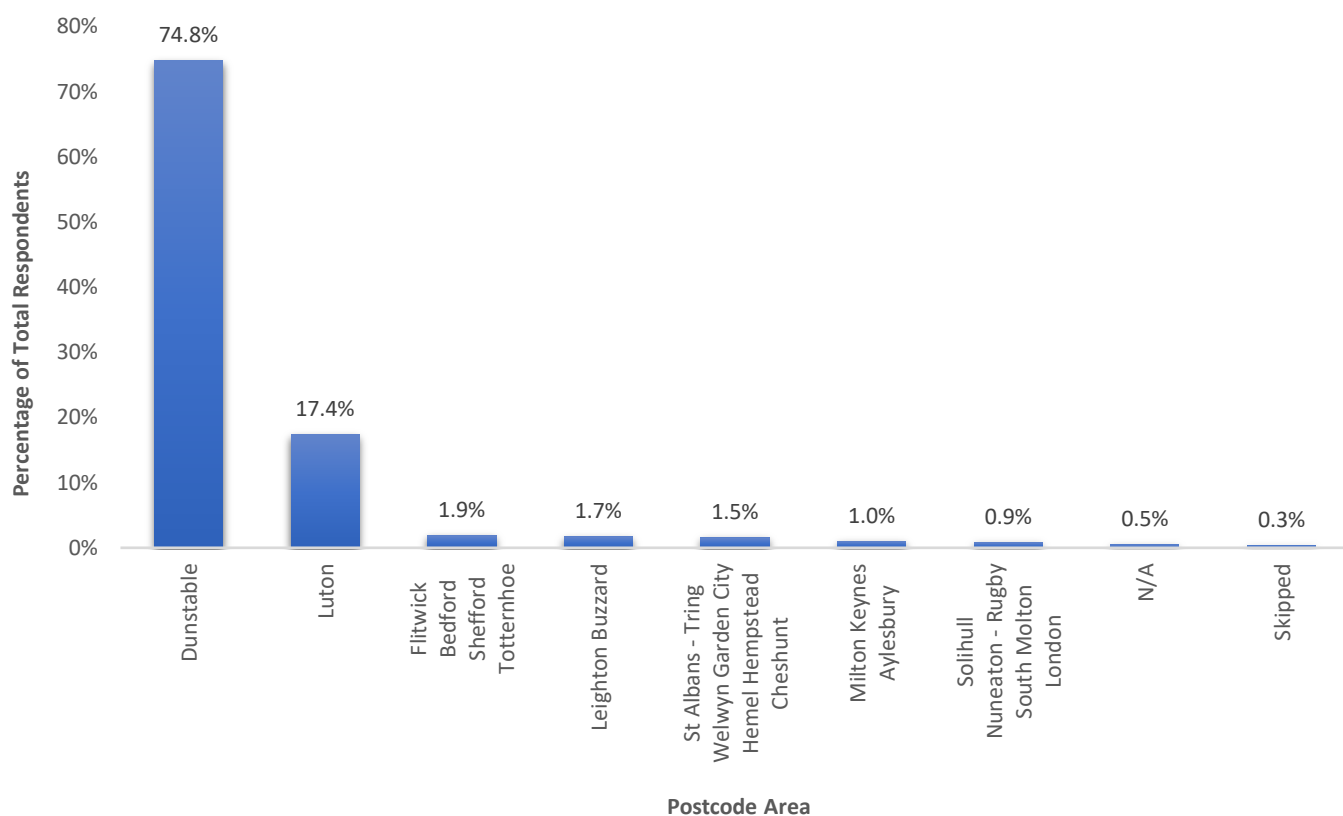
### EVENTS SURVEY RESULTS 2025

Below are the results based on findings collated from St George’s Day Celebrations to the Christmas Carols & Torchlight Procession, a total of 587 surveys have been collected compared to 594 surveys collected from 2024.

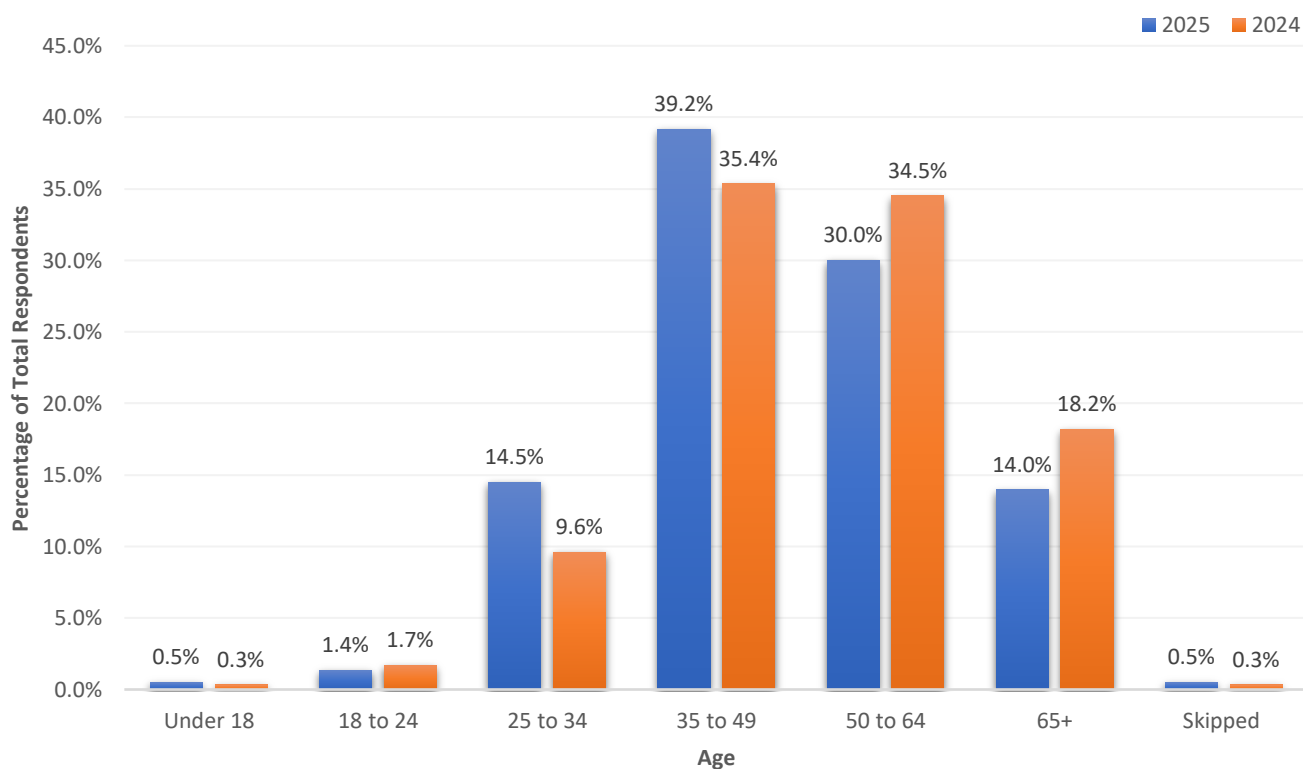


How would you rate Dunstable Town Council's event? (2025 Results)										
Event	St George's Day	Around the World	Motor Rally	Dunstable Live	Priory Pictures (ONLY 5 RESPONSES)	Party in Park	Soapbox Derby	Sunday Concert	Proms in the Park	Torchlight Procession
<b>Number of responses</b>	27	57	54	62	5	92	119	20	33	118
<b>Extremely good</b>	48%	68%	67%	65%	3	36%	61%	45%	52%	36%
<b>Very good</b>	33%	26%	26%	13%	0	28%	25%	40%	24%	28%
<b>Good</b>	15%	4%	2%	13%	1	25%	7%	10%	9%	26%
<b>Neither good nor bad</b>	0	0	4%	5%	0	7%	3%	0%	6%	6%
<b>Bad</b>	0	0	0	0	1	2%	0	0%	3%	3%
<b>Very bad</b>	0	0	0	2%	0	1%	1%	0	3%	0
<b>Extremely bad</b>	4%	0	0	0	0	1%	0	0	0	0
<b>Skipped</b>	0	2%	1%	2%	0	0	3%	5%	3%	1%

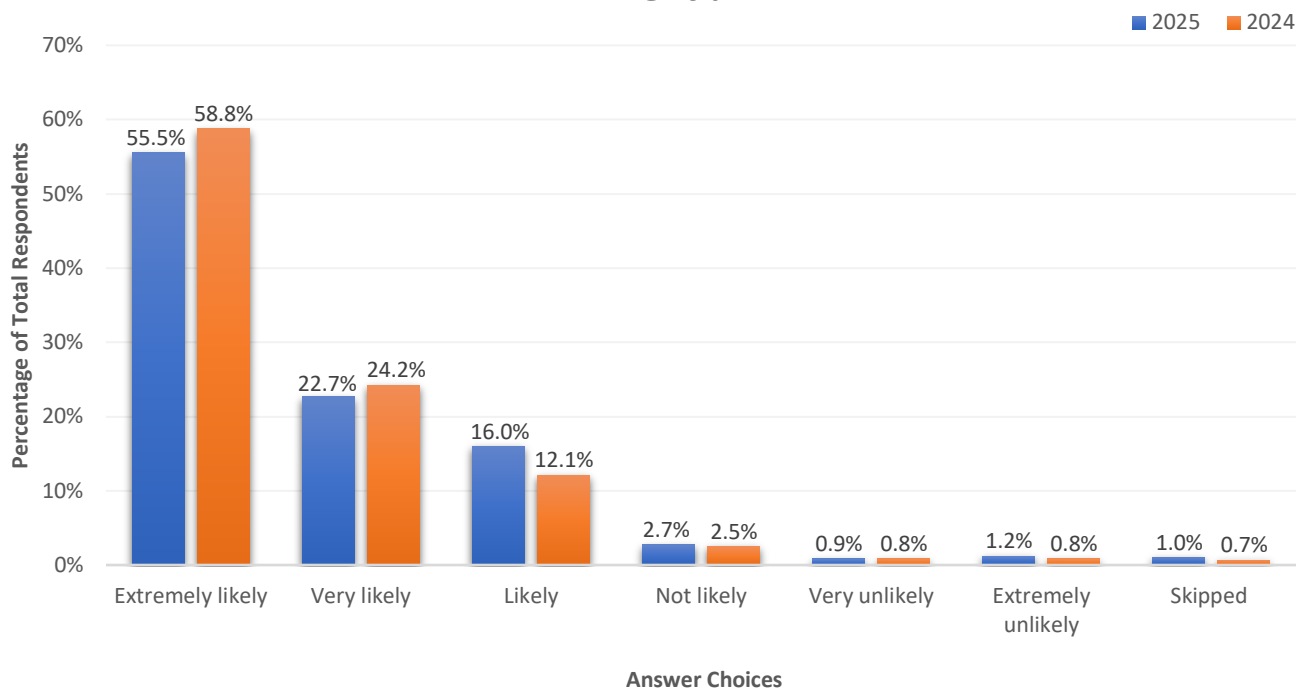
### Q1. Where have you travelled from today?



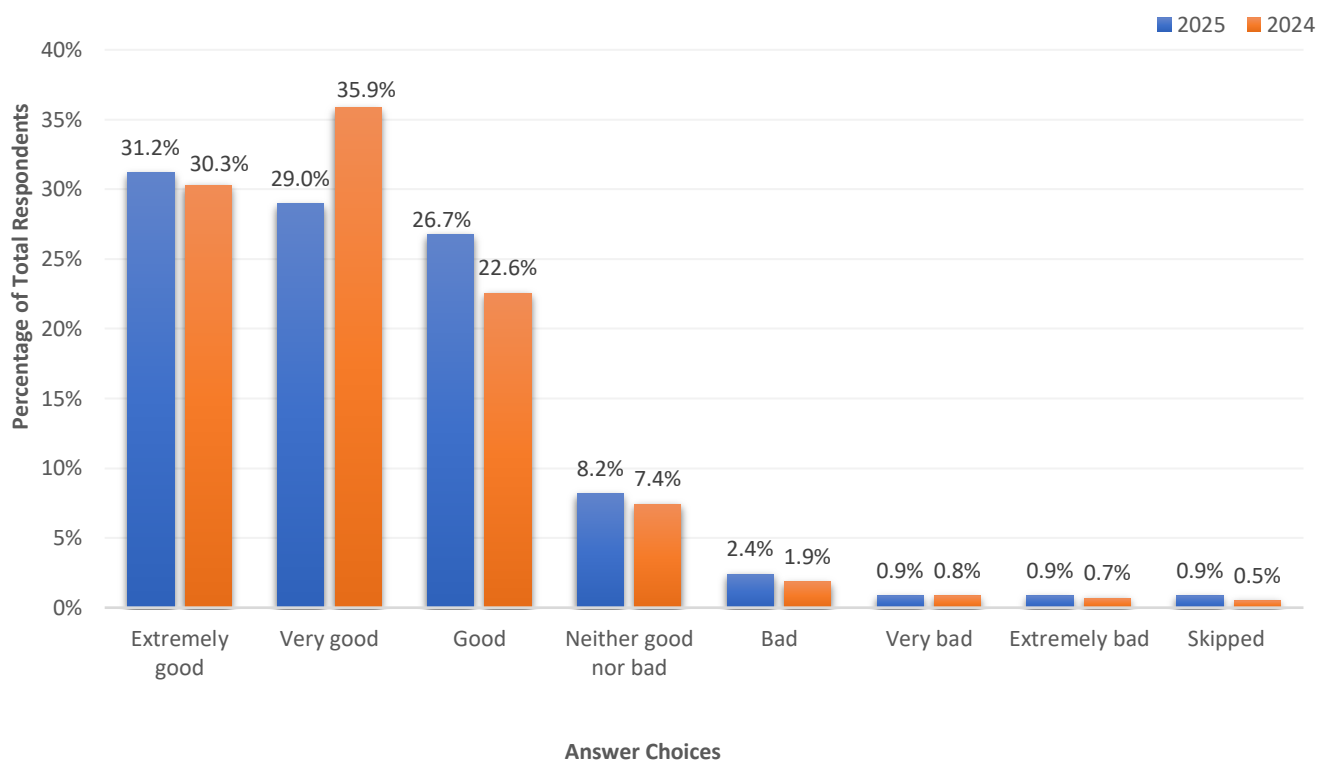
### Q2. What is your age?

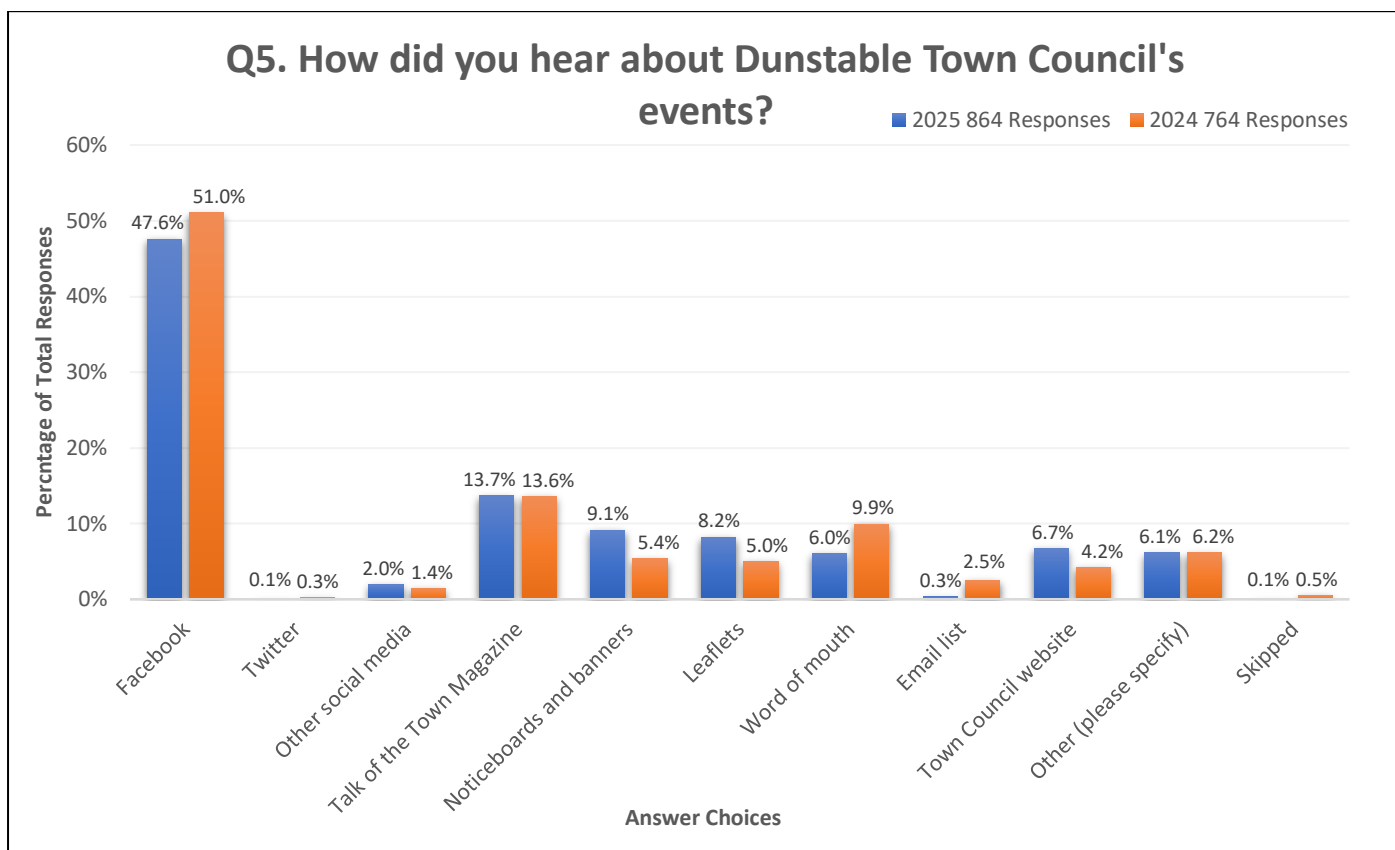


### Q3. How likely are you to recommend Dunstable events to a friend?



### Q4. How would you rate the advertising of Dunstable Town Council events?

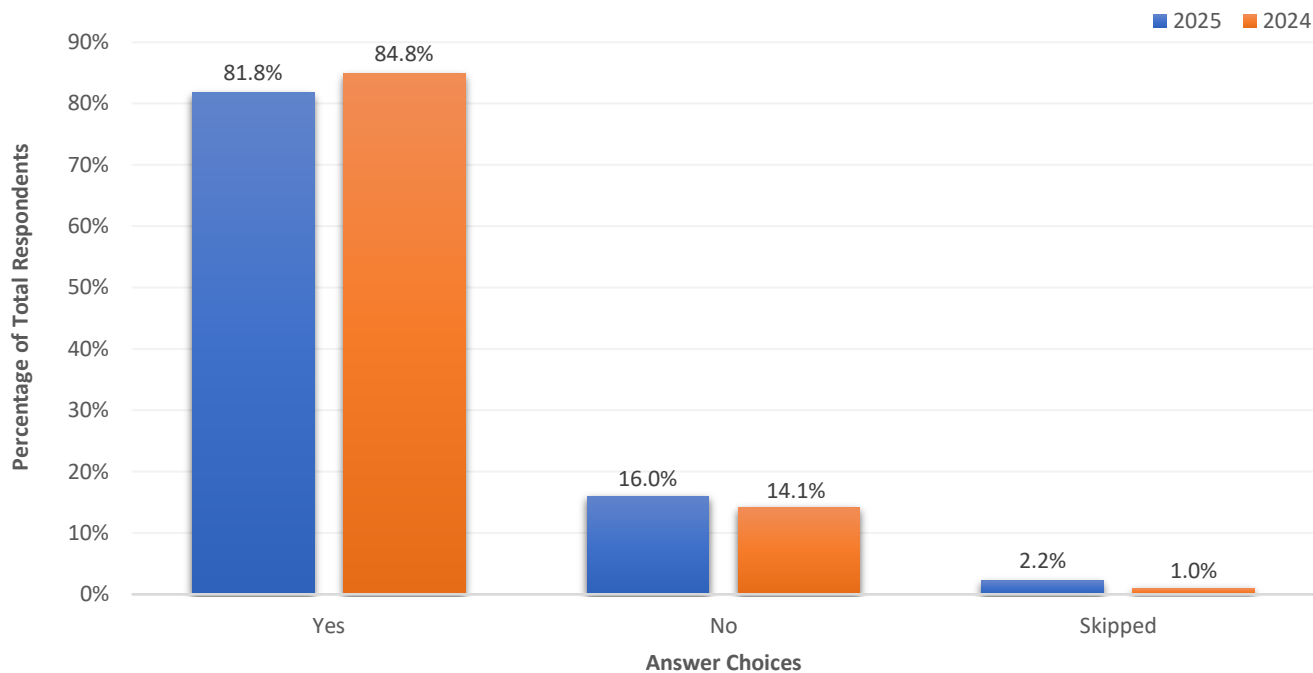




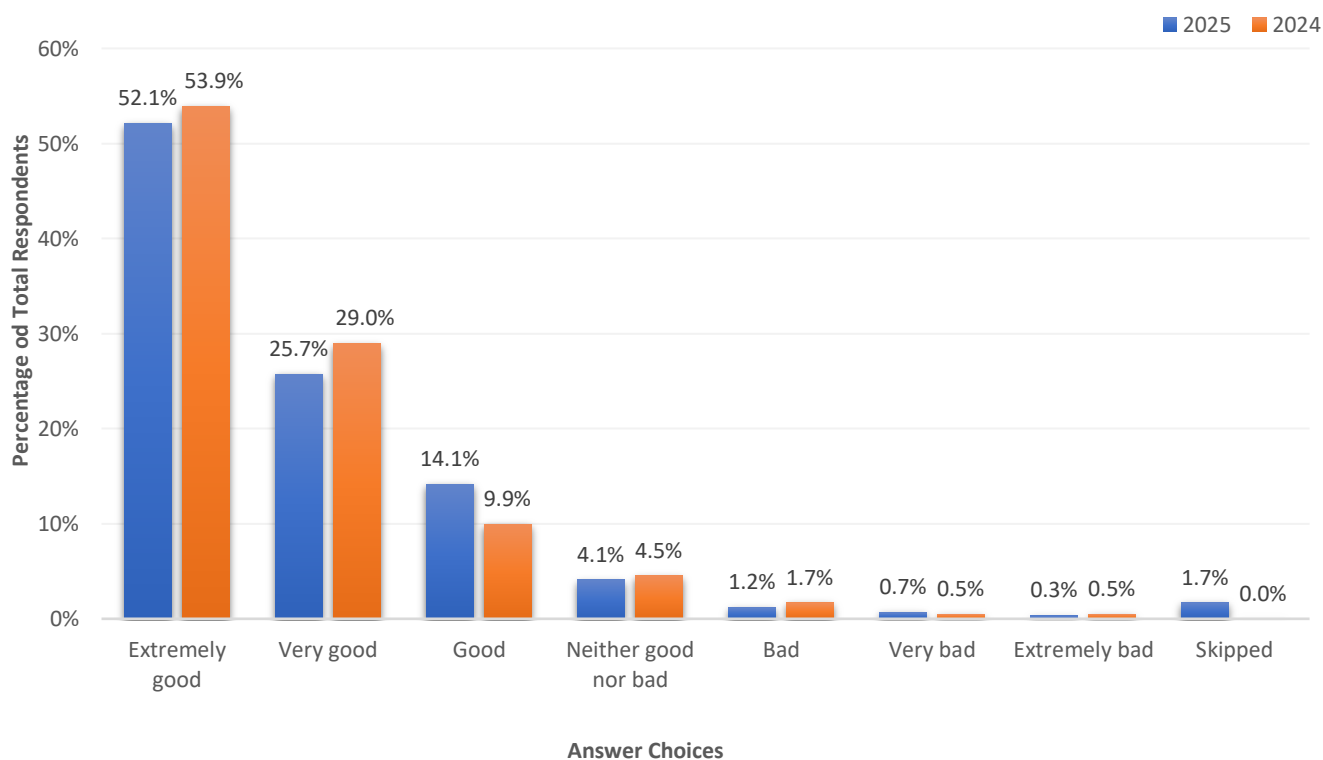
**Q6. Are there any forms of advertising that you think Dunstable Town Council should consider in the future?**

- More poster in local shops, around town and key place
- Newspaper, leaflets or radio advertising
- Email
- On Buses
- Advertising by asking local schools to include big events in their newsletters, sharing your leaflets attached to emails for parents
- Facebook local groups
- Needs to be shared more widely on FB. If you don't know about the town council page
- Noticeboards around as not everyone has internet

### Q7. Did you know that Dunstable Town Council is the principal funder and organiser of these events?



### Q8. How would you rate Dunstable Town Council's events?



**Q9. Was there anything you particularly liked or disliked about Dunstable Town Council events?**

- Amazing event with lots to see and do. Good representation of communities local, national and International. Makes you feel happy that we have so much rich and diverse cultural communities and nations. It's fantastic.
- It was nice to see so many people at the event. Only thing that would have improved the day is if Central Beds had free parking for the day.
- So much was genuinely free – you could have a great day without spending a lot.
- Something for everyone. Local traders present. Great atmosphere.
- It was great fun, well organised, the big screen was useful when it was too crowded to see the track. Overall, very good. My 10 year old son loved watching the races.
- Another fabulous event organised by DTC! Brilliant for families, our 2 children had a great time. The event was well organised, lots of fun, the host was brilliant! And all of the teams were great, it was a really fun and entertaining day out. Amazing that you can put these on for free - thank you so much for another brilliant event!
- Variation of type of music at the three Sunday concerts has been great. The jazz band were fabulous. The Rotary refreshments were welcomed at donation only making it affordable to all.
- I thought the event was very well organised; loved that it was so family orientated. I thought the fireworks, fire, foam machine and projector show was brilliant. My family really enjoyed it - thank you.
- We had a VIP table and the whole process. Set up and staff member engagement throughout the day was superb.
- There is tree planted directly in the way of viewing for a huge area in that square. Also you cannot see the children or the band even if you are standing only a short way back. Maybe a video screen would be helpful. But great entertainment overall.
- The event was held where there was lots of building work going on – not the best location.
- The viewing platform for disabled people was in a great place but NO SHADE..
- Price of the food in the event. More reasonable price on the clock tower area!! £9 for a burger too much.
- The carts were fabulous, but next year I hope there will be more entrants
- Maybe more toddlers activities would be better. Something for kids age 2-3
- The light display at the end was fantastic. The presenter was very good and there was a positive vibe. It was hard for smaller children to see over the crowds.

**Q10. Are there any other activities, entertainment or themes of music you'd like to see at future Dunstable Town Council events?**

- Lots more of these free events, as a family of 4 watching what we spend its great to be able to take the kids out and not have to spend lots of money, we brought a picnic with us and had lots of fun. I really enjoy the family feel of all the events.
- As many traditions and cultures as possible. The more the better!
- Just to add as forgot loved the drums and sensory tent was amazing. Could add toddler rides
- In general the DTC do very well with putting on events and making them accessible. Far better than when I was little.. thank you!
- Invite local musicians/ singers to play at the events.
- Other events that involve the school children all to get involved in and all come together.
- Anything that brings people together in positive ways.
- I think all the events have been very good with a good mix of interests.

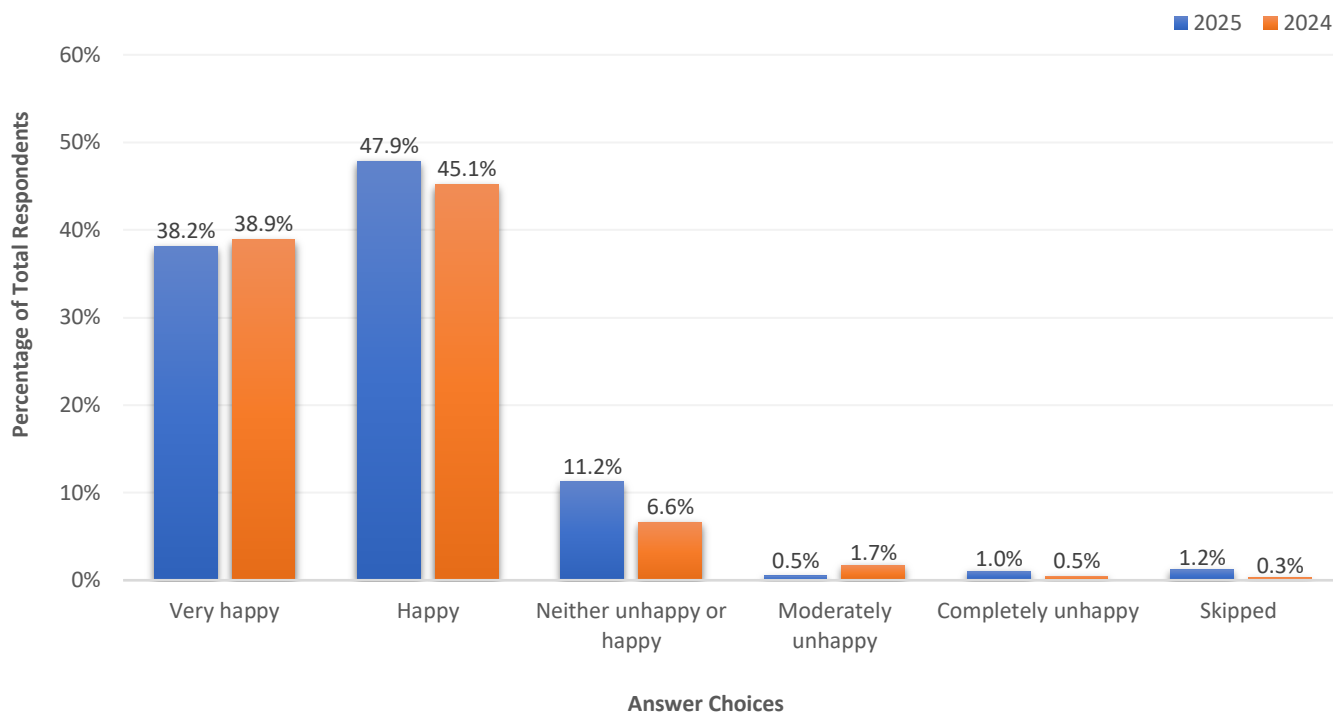
**Q11 Do you have any other comments regarding the events programme as a whole?**

- It was fantastic. Felt very patriotic! Very proud to be a part of this town- well done Dunstable town council. The event felt extremely safe and well organised.
- It would be nice if car parking was free on event days? We would stayed longer if it wasn't for the parking we stay for 3 hours.
- Really lovely day, everyone I spoke to commented how good it was. The people working there were amazing. Friendly, good with children, really nice. A lovely event. First we have been to in Dunstable and it's the best event I've been to.
- We love the events and feel very proud to live in Dunstable where these brilliant events are put on! Excellent; enjoyable and will fully recommend it.
- Totally brilliant and huge well done. You should be proud and the community is getting so much h positive benefits from this. Learning about our world and cultures that make it very special.
- It was probably the best version of it that we've been to over the last few years. The passport trail for the kids was a great idea. The free activities are a bonus. It's good for us that the event is dog friendly.
- We have recently moved to Dunstable from Hertfordshire and we had nothing like this there. Well done Dunstable council. Best move ever!
- A lot of people grumble about paying council tax but for me the free kids and family events make it so worth it in Dunstable
- It would be much better if the food and drinks was more affordable and the mobile food was cheaper as £13.50 for a bite to eat is ridiculous and too expensive for people that are poor and not well off.
- Bands were great but would have been much better with a better sound system
- Please think about doing soapbox derby again - it was excellently organised and a fun day out for my visiting family
- I think Dunstable does a good job with hosting events that are free and there are lots of events for children which my son enjoys. Dunstable council seems to do much more than other areas I've lived. Watford.

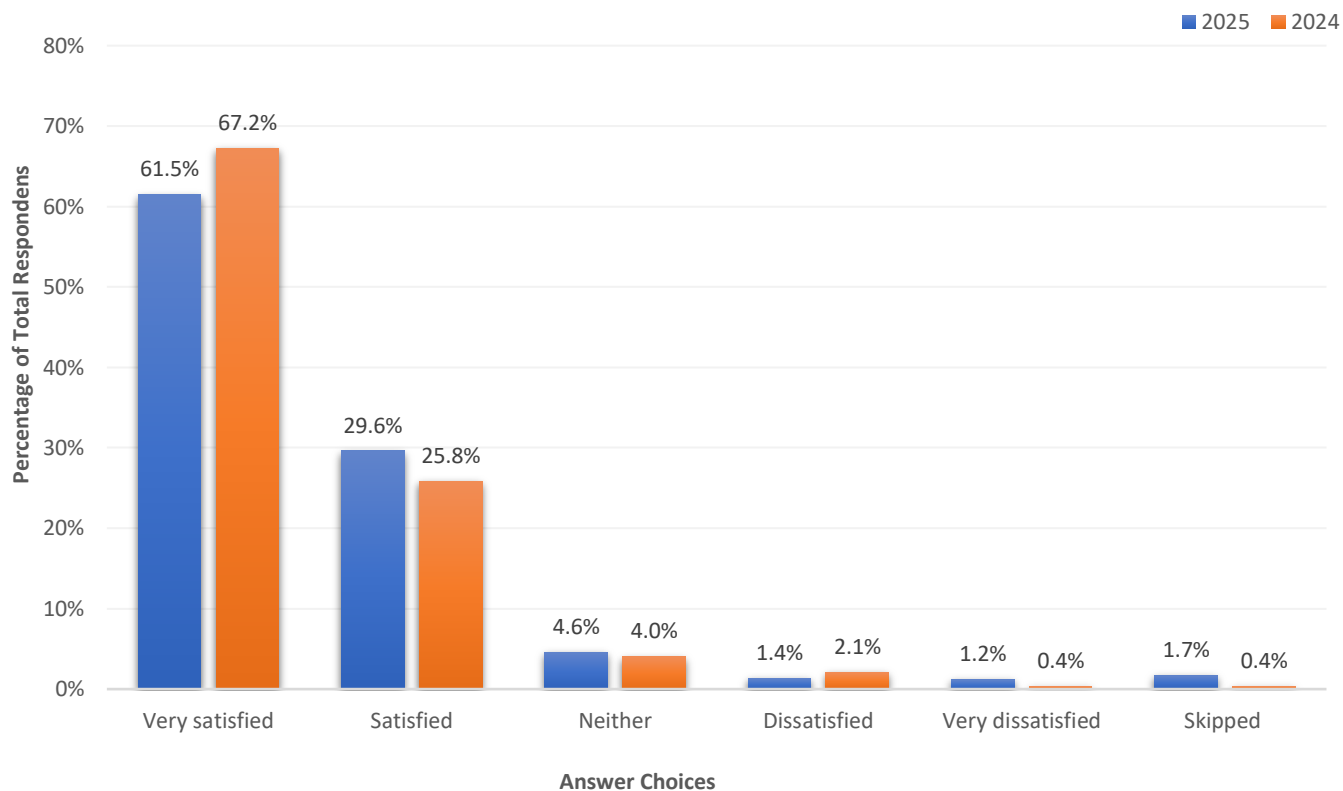
**Q14. Dunstable Town Council are constantly looking to improve our accessibility at our events, do you have any suggestions or comments on ways we could improve accessibility for varying disabilities and additional needs?**

- Live signer for the bands
- Adding drums and sensory tent was amazing for our son with disabilities
- Ear defender packs for SEND
- Providing a "quiet space" for children & adults with additional needs to come and reset- also providing accessibility equipment like kids ear defenders or a viewing space for wheelchair users so they can get a good view
- A quite zone for parents to take their child to that's secured by fencing. Often parents with SEND children are on tender hooks because their child can't cope or have any freedom due to their needs. It would be nice for them to
- Disability stand could do with shade over
- My son is autistic and very overwhelmed by crowds and noise but he loves these events. Maybe a designated area you can book ahead for SEN children
- Maybe screen or something so parents can see there children due to the drop off time it's normally packed and have to stand at the back
- Have an extra platform for people with disability's like wheelchair access as it's hard to see what's going on at the back.

### Q13. Considering your happiness how would you rate yourself at the moment?



### Q14. How satisfied were you with the visit?



**DUNSTABLE TOWN COUNCIL**  
**COMMUNITY SERVICES COMMITTEE**

**MONDAY 12 JANUARY 2026**

**PRIORY HOUSE**

<b>Purpose of report:</b> For information only
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**1. UPDATE**

- 1.1 The reopening of the shop has been very positive, with many of our regular customers returning. Feedback on the redecoration has also been extremely well received, contributing to a welcoming and refreshed atmosphere for customers.
- 1.2 Food sales are starting to increase now word is spreading, and officers are managing well in delivering the full menu along with the rest of the services.
- 1.3 Shop stock is selling consistently, and customers have noted the wider range of gifts now available. The dog coat stand, which is displayed outside when the weather allows, has also attracted new customers, particularly dog walkers who regularly pass by.
- 1.4 Workshop numbers have been a little lower this year, largely due to the extended period we were closed. It is taking some time for customers to realise that Priory House gift shop is open again and that Christmas workshops have resumed. However, the workshops that have taken place have received excellent feedback, with returning and new customers.

**2. PRIORY HOUSE REFURBISHMENT**

- 2.1 Works are progressing well, with a revised programme date of October 2026 now in place. Officers are currently developing a comprehensive reopening plan that will set out the required staffing structures, recruitment timelines, and operational responsibilities. The plan also covers the selection of new furniture, interior decoration, and other enhancements aimed at ensuring the building is fully prepared to welcome visitors and operate smoothly once reopened. Officers will be working with creative core on developing a whole house design to ensure continuity across Priory House.
- 2.2 The exhibition contract with Creative Core is progressing well, with two workshops held so far involving key stakeholders, including the History Society, Friends of Priory House and Gardens, Dunstable Town Guides, and DTC officers, including members of the detached youth team. Officers are still awaiting an outcome of the external funding application for the youth co-design element of the exhibition.
- 2.3 Creative Core have now submitted their RIBA Stage 2 report, outlining the development, concepts, and proposed plans for the exhibition. The report reflects

the progress made so far and incorporates the ideas and feedback gathered from the two stakeholder workshops held to date.

- 2.4 MP Alex Mayer visited Priory House with the Town Mayor on Friday 28 November to review the works underway and speak with the contractors on site. Ms Mayer expressed strong approval and was very impressed, with the visit and overall feedback being highly positive.

### 3. FINANCIAL

#### GIFT SHOP TAKINGS (EX VAT)

	2024/25	2025/26	Variation 2024/25 to 2025/26
April	£1,759.75	£267.05	-£1,492.71
May	£2,426.56	£180.48	-£2,246.08
June	£2,667.56	£92.66	-£2,574.90
<b>Total 1st quarter</b>	<b>£6,853.87</b>	<b>£540.18</b>	<b>-£6,313.69</b>
July	£1,596.00	£121.12	-£1,474.88
August	£2,146.28	£134.69	-£2,011.59
September	£2,098.07	£338.36	-£1,759.71
<b>Total 2nd quarter</b>	<b>£5,840.35</b>	<b>£594.17</b>	<b>-£5,246.18</b>
October	£1,375.27	£501.76	-£873.51
November	£1,603.30	£1,966.26	£362.96
<b>TOTAL</b>	<b>£15,672.78</b>	<b>£3,602.36</b>	<b>-£12,070.42</b>

- 3.1 Since reopening, sales in the shop have been strong. Members will note that in November 2025, the shop generated £362 more in income compared with the same month last year. This increase is largely due to the introduction of a new range of stock items and the gift shop benefitting from additional secondary spending generated through the food service.

#### TEAROOMS TAKINGS (EX VAT)

	2024/25	2025/26	Variation 2024/25 to 2025/26
April	£1,697.99	£418.76	-£1,279.23
May	£2,418.64	£792.88	-£1,625.76
June	£1,990.93	£709.94	-£1,280.99
<b>Total 1st quarter</b>	<b>£6,107.56</b>	<b>£1,921.58</b>	<b>-£4,185.98</b>

July	£2,932.83	£196.00	-£2,736.83
August	£2,575.21	£0.00	-£2,575.21
September	£1,746.55	£189.00	-£1,557.55
<b>Total 2nd quarter</b>	<b>£7,254.59</b>	<b>£385.00</b>	<b>-£6,869.59</b>
October	£1,126.12	£355.87	-£770.25
November	£839.05	£570.63	-£268.42
<b>TOTAL</b>	<b>£15,327.32</b>	<b>£3,233.08</b>	<b>-£12,094.24</b>

3.2 The uptake on food has been steadily improving as word continues to spread. Most customers are now visiting specifically for lunch, which is extremely positive. Officers have also been enhancing the offer by adding weekly specials to the menu, including a selection of homemade soups.

#### 4. AUTHOR

4.1 Lisa Stephens - Cultural Services Manager  
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**DUNSTABLE TOWN COUNCIL**  
**COMMUNITY SERVICES COMMITTEE**

**MONDAY 12 JANUARY 2026**

**PRIORY HOUSE – RESERVE SPEND**

**Purpose of report:** For members to agree to the spend of reserves for Priory House works/items not covered by external funding.

**1. RECOMMENDATION(S)**

1.1. For members to agree to the spend of £220,282.49 from the allocated reserves for Priory House works/items that are not covered by external funding as detailed in section 3.2 of the report.

**2. BACKGROUND**

2.1 Repair works at Priory House have been ongoing since September 2022. They have grown in terms of scope, cost and duration, having a far wider impact on the building than the project team thought. The duration and the scope of the works means that some elements of the building now need improvements.

2.2 Whilst repairs to the building are reaching £5 million, many of these costs are hidden in things such as professional fees, structural elements, reports/surveys and conservation work, and therefore once completed there is a risk that those external to the project will see a building that looks no different despite the extensive repairs, and still has elements that look like they are in disrepair. This is because the external funding that officers have secured has a very specific purpose which is to secure the future of the building and to take it off the ‘at risk’ register. The risk though is that Council could come under criticism from the public due to the lack of visible change and improvements.

2.3 Officers have been very aware of this, hence the request to spend money on a new exhibition area which was previously agreed, and work is proceeding well with this. Officers have given further thought as to what other physical/visible improvements are required at Priory House which could be undertaken (and would benefit from being undertaken for financial reasons) during this period of closure.

2.4 Members are reminded that reserve spend has already been agreed for tea rooms furniture and equipment totalling £41,000 – this is not included in this report.

**3. ADDITIONAL WORKS/ITEMS**

3.1. Below are a list of the additional works and items, together with the value, that are required to Priory House and could be funded through the allocated reserves:

3.2. Repairs to main staircase -	<b>£16,501.75</b>
----------------------------------	-------------------

Improvement to the parapet gutter of gift shop roof	<b>£3,355.00</b>
Repairs to windows on the west elevation and north gable including secondary glazing where appropriate and draft strips	<b>£73,263.50</b>
Reder repair to external wall	<b>£12,162.24</b>
Design fees for above works	<b>£10,000.00</b>
Contingency	<b>£15,000.00</b>
New till ordering system (using tablets to remove the operational issues)	<b>£3,000.00</b>
Increasing the scope of the exhibition to include a higher specification in the third room	<b>£55,000.00</b>
Additional workshops with young people relating to the exhibition should funding application be unsuccessful	<b>£5,000.00</b>
Outdoor furniture and overall house redecoration/design	<b>£27,000.00</b>

**TOTAL - £220,282.49**

- 3.3. For the repair works a contingency of £15,000 has been allowed which the Quantity Surveyor feels is a reasonable allowance.

#### **4. ALLOCATED RESERVES**

- 4.1. There is currently a balance in the Priory House Building Maintenance Reserve of £170,522.59 (made up of £68,159.58 uncommitted and £102,363.01 surplus from the gift shop roof works) with an additional £50,000 due to be contributed in the 2026/27 budget year. These works will all take place after April 2026 and therefore there are available reserves of £220,522.59.
- 4.2. Whilst the recommendations are to significantly deplete the Priory House Maintenance Reserve, with the extensive repairs that have taken place and by making the repairs to the stairs, windows, additional roof element and external west wall render, there should be no need to draw upon these for substantial works until 2030 when the external repainting will be due. By this time a healthy balance for these works will have built up if the Council continues to contribute to the reserve in subsequent years.

#### **5. FINANCIAL IMPACT**

- 5.1. The Council already has a number of allocated reserves for Priory House. The recommendations contained within this report can be met from these reserves.

#### **6. POLICY AND CORPORATE PLAN IMPLICATIONS**

- 6.1. The recommendations contained within this report supports the Council's corporate priority to *'Preserve and enhance the history and identity of the town, creating a sense of pride in Dunstable.'*

## **7. EQUALITIES AND DIVERSITY IMPLICATIONS**

- 7.1 The additional spend from reserves for the exhibition, the overall house design and the new ordering system will enable the building to be more accessible than before. Officers are aware that the text heavy exhibition excluded many people from visiting and engaging with it, and that our furniture impacted those able to positively use the tea rooms. The new ordering system will also mean that people are not required to stand at the till waiting to have their order taken, which again will be positive for those with mobility issues. Working with Creative Core the whole house design will think about the customers/visitors experience and how best to ensure that the building is accessible to as many people as possible and also is a space that appeals to as diverse a group as possible regardless for example of age or ability.

## **8. HEALTH AND SAFETY IMPLICATIONS**

- 8.1. The condition of the staircase, the windows and the external render, whilst at this time do not pose any immediate health and safety concerns, is likely to change in time. The staircase already has treads which are well worn and could pose a risk in due course. Whilst the render has only fallen from the external west gate wall at low height posing no risk to the public, deterioration at a higher level will only be a matter of time. The outside furniture and the manual handling of it has been identified as a risk due to its height and storage location.

## **9. HUMAN RESOURCES IMPLICATIONS - none**

## **10. LEGAL IMPLICATIONS - none**

## **11. ENVIRONMENTAL AND BIODIVERSITY IMPLICATIONS**

- 11.1. The recommendations contained within this report include the secondary glazing of the north gable window and the inclusion of draft strips on the other sash windows. These additions would enable the building to manage the temperature of its environment as sustainably as possible which, given the age of the building, is difficult. Whilst these measures are small with are a positive and achievable step which will also have a positive economic impact on the running of the building.

## **12. APPENDICES - none**

## **13. BACKGROUND PAPERS - none**

## **14. AUTHOR**

- 14.1 Becky Wisbey - Head of Community Service  
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