

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF COMMUNITY SERVICES COMMITTEE

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

ON MONDAY 6 MARCH 2017

Present: Peter Hollick (Town Mayor), Gloria Martin (Deputy Town Mayor), Pat Staples (Chairman), John Chatterley (Vice-Chairman), Lisa Bird, Steve Elliott, Jeannette Freeman and Eugene Ghent

In Attendance: Councillor John Kane; David Ashlee (Town Clerk and Chief Executive), John Crawley (Head of Grounds and Environmental Services), Clare Brett (Town Centre Manager), Sandy Coyle (Community and Young People's Services Manager), Kelley Hallam (Office Administrator) and Lisa Vincent (Events and Marketing Officer)

Apologies: Councillors Jessica Castle, Terry Colbourne, Claire Meakins-Jell and Emma Simmons

Public: None

49 MINUTES

The Minutes of the meeting of the Community Services Committee held on 9 January 2017 were approved as a correct record and signed by the Chairman.

50 SPECIFIC DECLARATIONS OF INTEREST

| Councillor | Interest | Agenda Item |
|------------------------|---------------------------------------|--------------------|
| Councillor Lisa Bird | Pecuniary interest – Dunstable Market | 5 |
| Councillor Pat Staples | Pecuniary interest – Dunstable Market | 5 |

51 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.

The Committee were informed that the report from the structural survey had been received today.

A formal opening of the new Tea Exhibition is to be held on 25 March to coincide with the visit of the Sri Lankan High Commission and Sri Lankan Tea Board.

52 DUNSTABLE TOWN CENTRE SERVICES

Councillor Staples vacated the Chair and Councillor Chatterley assumed the role of Chairman while the information report on Dunstable Town Centre Services was considered.

The Town Centre Manager reported on the market trader figures for December 2016 and January 2017 which included enquiry numbers, casual traders and permanent traders.

The Committee were informed that the auctioneer valuation bus that attended the market last week had proved very popular and would be returning on a monthly basis.

Members noted that the income figures reflected the reduced number of traders.

The Dunstable Market Survey was now live and so far had received 276 responses. Members questioned why the survey was to run for so long and did not feel it was necessary. They requested that the survey cease at the end of May and the results of the survey be brought to the June committee meeting.

Action: Town Centre Manager

Officers had been contacted by CBC in regards to renewing the licence of the Ashton Square Toilet Facility on the existing terms. Members were asked if they wished to continue managing the toilets. All agreed that it was important for the Town Council to keep the only public toilets in Dunstable open.

RESOLVED: that the renewal of the licence to manage the Ashton Square Toilet Facility be agreed under the existing terms

53 EVENTS AND MARKETING

The Events and Marketing Officer presented an update report on the planning of the 2017 events and updated members on the Council's website and social media usage.

Members were informed that the headline act for Party in the Park had been booked and would be announced in the Talk of the Town magazine out in April.

Officers had successfully agreed an exclusive sponsorship package with Deakin-White Estate Agents for the whole events programme with the exception of the Beer Festival. They would be working closely with Deakin-White to maximise the publicity and the benefits of this partnership.

The Committee was informed that the new Town Ranger Facebook page was proving very popular and had received 247 likes in just the first few days.

54 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.

The Pokemon Club had struggled to open this term due to lack of volunteers but 3 new

volunteers had come forward and were being inducted and trained to help support this popular group that still attracted over 20 people a week.

SORTED and the Senior Community and Young People's Officer were delivering a pilot training programme in Weatherfield Academy called Head Space. The programme introduced topics such as healthy relationships, self-worth, positive ways to cope and ways to manage emotions.

Men in Sheds now had 20 fully paid up members and were to start on their first community project.

The Junior Wardens had recently taken part in topics such as 'respecting differences' and 'resilience' and were to take part in the Great British Spring Clean. Efforts were still being made to recruit volunteers to enable this very worthwhile project to continue.

55 OLDER PEOPLE'S DAY CARE SERVICE

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.

There were currently two places available at the GCC. These would soon be filled from people that were on the waiting list.

The GCC had been on a mystery tour round Bedfordshire, which ended at a pub for lunch. All enjoyed it and for some it was a rare opportunity to go on a day trip.

Members thanked the Community and Young People's Services Manager for her very commendable work.

56 SERVICE LEVEL AGREEMENTS

The Town Clerk and Chief Executive presented a detailed report that asked Members to consider and approve the Service Level Agreements for 2017/18.

Agreements had been approved for the Dunstable Town Band, Voluntary and Community Action, Dunstable and District History Society, Dunstable Town Guides and the Priory Church of St Peter in 2016/17 and members were asked to consider whether these current SLAs be entered into again.

It was noted that the Dunstable and District History Society had not submitted their paperwork in 2016/17 so were not paid the grant. It was confirmed that they would not receive any money this year until the paperwork had been submitted.

RESOLVED: that the Service Level Agreements for 2017/18 be approved as set out in the report

57 REPORTS FROM OUTSIDE ORGANISATIONS

South Bedfordshire Dial-a-Ride:

Councillor Martin reported that Dial-a-Ride were still waiting on the tender results from CBC. Their current contract ended on 31 March 2017.

Dunstable Town Band:

Councillor Sparrow reported that the Town Band were currently rehearsing for their summer programme.

58 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: that, in view of the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting.

59 BEER FESTIVAL 2017

The Town Clerk and Chief Executive presented a detailed report that asked members to determine whether or not they wished the Council to stage a beer festival in 2017 and, if agreed, which of the options set out in the appendices they wished the officers to develop.

A break even budget for the beer festival had been agreed by members for the 2017 events budget but all three options presented contained both financial opportunities and risks.

After a lengthy discussion, all members were in agreement that they wanted the Beer Festival to continue and that it should continue to be an outdoor event.

RESOLVED: i) that the Council stage a beer festival in 2017

ii) that officers use option 2 as detailed in the report to develop the event.

60 COMMUNITY AND YOUNG PEOPLE'S SERVICES

The Town Clerk and Chief Executive presented a report that recommended a re-designation and associated evaluation to a Council officer post.

The Committee noted the details and content of the Community and Young People's Service Plan and the wider community development programme that the team had already delivered and were now keen to build upon.

All Members agreed that the work the Community and Young People's Services Team had done was excellent and thought it was important that more initiatives and detached work be continued throughout the town.

RESOLVED: that the re-designation of the existing Community Services Assistant post to that of Neighbourhood Development Officer, along with the associated evaluation of the new job description, be recommended to the Finance and General Purposes Committee.