



# HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire, LU5 5EY

Town Mayor: **Councillor Y Farrell**

Tel: 01582 708540

Town Clerk: **Clare Evans**

e-mail: [info@houghtonregis.org.uk](mailto:info@houghtonregis.org.uk)

9th November 2022

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

**Cllrs: K Wattingham (Chair), P Burgess, C Copleston, Y Farrell, S Goodchild, T McMahon and A Slough**

(Copies to other Councillors for information)

## Notice of Meeting

You are hereby summoned to a Meeting of the **Community Services Committee** to be held at the Council Offices, Peel Street on **Tuesday 15<sup>th</sup> November 2022 at 7.00pm.**

Members of the public who wish to attend the meeting may do so in person or remotely through the meeting link below.

To attend remotely through Teams please follow this link: [MEETING LINK](#)

Please follow this guidance if attending the meeting remotely [LINK](#)

**Clare Evans**  
Town Clerk

**THIS MEETING MAY  
BE RECORDED \***

## Agenda

- 1. APOLOGIES & SUBSTITUTIONS**
- 2. QUESTIONS FROM THE PUBLIC**

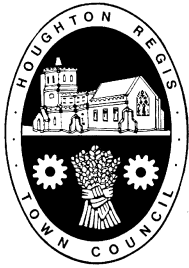
In accordance with approved Standing Orders 1(e)-1(l) Members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

The total period of time designated for public participation at a meeting shall not exceed 15 minutes and an individual member of the public shall not speak for more than 3 minutes unless directed by the chairman of the meeting.

*\*Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member or a member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session.*

*The use of images or recordings arising from this is not under the Council's control.*





# HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire LU5 5EY

Tel: 01582 708540

Fax: 01582 861102

## KEY PARTNER ANNUAL FUNDING FORM

**Total Period April 2020 – March 2024**

**2022-2023**

**Name of Organisation**

Dunstable and District Citizens Advice

**Contact Details**

**Name**

Judy Atkinson

**Position**

Chief Officer

**Address**

The Dunstable Centre  
Court Drive  
Dunstable

**Post Code: LU5 4JD**

**Telephone Number:**

01582 665629

**Email Address:**

chiefofficer@dunstable.cabnet.org.uk

**Website Address:**

dunstablecab.org.uk

### Renewal Information

Are the details supplied in your original application to become a Key Partner still valid and correct?

Yes

If no, please update:

Please outline the work your organisation has undertaken in the last 12 months?

We have used the £2k funding from Houghton Regis Town Council to provide help and support over the telephone or face to face for the residents of Houghton Hall, Tithe Farm and Parkside.

Over the past 12 months we have been extremely busy making sure the residents of Houghton Regis are able to receive help and support with any problems they may be facing. We have been able to help clients claim universal credit and any other benefits, supported clients with form filling i.e. attendance allowance and blue badge, advice given on the energy crises, resolve any debts issues, receive advice about employment matters and support housing issues.

We have issued many food vouchers and supermarket vouchers to clients from Houghton Regis with the possibility of deliveries when collection is not an option.

Our advisers have been working extremely hard in supporting clients complete benefit claim forms, in particular Personal Independence Payment (PIP) in which we have noticed a big increase in people claiming.

Demand for our service is continuing to increase and we are planning to have enough advisers to support each aspect of our operation, from answering the telephones to responding to emails and to dealing with face-to-face appointments.

Our next challenge will be finding ways to support clients that are going to be affected with the cost of living crisis.

We really appreciate your continued support.

Approximately how many people accessed your organisations services over the last 12 months:

	Total number	2231	.....
	Number of Houghton Regis residents	...596.....	

How have you used the funding awarded from the Town Council over the last 12 months?

1/ To provide advice and support

2/ The funding awarded allows us to train advisers so they can provide the most beneficial advice for clients

Do you anticipate any changes within your organisation over the next 12 months that will impact on the work your organisations carries on in the community or on the services your organisation offers?

We expect to see an increased demand for our service, particularly with energy bills increasing and the cost of living crisis.

In addition, foodbanks will most likely get busier in accordance to the increases in prices but we plan to continue to support clients in the best way possible.

Please confirm your award amount: £ 2,000

Is the amount awarded still required?

Yes

If no please advise the lower amount required:

**Payment Details**

Account title Dunstable and District Citizens Advice Bureau

Account number

Bank / building society name and address ...Caf Bank

*Please note cheques will be made payable to the name of the organisation and sent to the contact as detailed unless otherwise advised.*

**Declaration**

**Please sign this form to confirm that:**

- **The information supplied is full and correct to the best of your knowledge;**

**Signed**

**Name**

.....  
**Judy Atkinson**

**Position**

.....  
**Chief**

**Date**

**Officer**.....  
**07/10/2022**.....



# HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire LU5 5EY

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## KEY PARTNER ANNUAL FUNDING FORM

Total Period April 2020 – March 2024

2022-2023

Name of Organisation

Sorted Counselling Services

### Contact Details

Name

Andy Perry

Position

Director of Services

Address

Chiltern House, 81 High Street North, Dunstable,  
Bedfordshire

**Post Code: LU6 1JJ**

Telephone Number:

01582 674442

Email Address:

andy.perry@sortedbedfordshire.org.uk

Website Address:

www.sortedbedfordshire.org.uk

### Renewal Information

Are the details supplied in your original application to become a Key Partner still valid and correct? No

If no please update: You'll see above for the new contact details. Julie Bowes whom you may have as a contact has left the service.

Please outline the work your organisation has undertaken in the last 12 months?

The service offers confidential counselling services for children and young persons between the ages of 5 and 25.

Approximately how many people accessed your organisations services over the last 12 months:

Total number 208

Number of Houghton Regis residents 53



How have you used the funding awarded from the Town Council over the last 12 months?

The funding has been used to support payment for the core costs of the service, such as staff salaries, sessional worker payments, counsellor expenses, rent etc.

Do you anticipate any changes within your organisation over the next 12 months that will impact on the work your organisations carries on in the community or on the services your organisation offers?

No

Please confirm your award amount: £2000

Is the amount awarded still required?

Yes

If no please advise the lower amount required:

**Payment Details**

Account title

Account number

Bank / building society name  
and address

*Please note cheques will be made payable to the name of the organisation and sent to the contact as detailed unless otherwise advised.*

**Declaration**

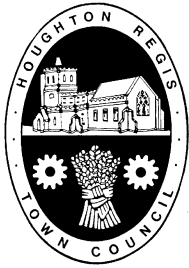
Please sign this form to confirm that:

- The information supplied is full and correct to the best of your knowledge;

Signed

Name  
Position  
Date

.....  
Andy Perry  
Director  
4<sup>th</sup> October 2022



# HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire LU5 5EY

Tel: 01582 708540

Fax: 01582 861102

## KEY PARTNER ANNUAL FUNDING FORM

**Total Period April 2020 – March 2024**

**2022-2023**

**Name of Organisation**

Keech Hospice Care

**Contact Details**

**Name**

Harry White

**Position**

Trusts and Grants Officer

**Address**

Great Bramingham Lane  
Streatley

**Post Code:** LU3 3NT

**Telephone Number:**

01582 707963

**Email Address:**

harry.white@keech.org.uk

**Website Address:**

Keech.org.uk

### Renewal Information

Are the details supplied in your original application to become a Key Partner still valid and correct?

**Yes** / No

If no please update:



Please outline the work your organisation has undertaken in the last 12 months?

In the last 12 months we have worked to bounce back from the impacts of the Covid pandemic, something we are calling ‘Recover, Refresh, Revitalise’.

We have continued to care for adults with life-limiting conditions and their loved ones in Luton and south Bedfordshire, and children with life-limiting conditions and their loved ones in Bedfordshire, Hertfordshire, and Milton Keynes. Care has been provided through our 8-bed adult in-patient unit, 5-bed children’s in-patient unit, community visits, and out-patient services delivered via our Wellbeing Centre.

Wellbeing Centre services included nurse-led clinics for blood transfusions, end-stage liver disease, and heart problems; rehab work in our specially adapted gym and hydrotherapy pool; social work support; complementary therapies like mindfulness and massage; and emotional support through Art and Music therapy, and spiritual support.

We have been innovative in the way we raise funds to keep our services going, as seen by the auction that was held in November at the culmination of the sculpture trail we put on around Luton – the Big Trunk Trail – which raised over £230,000.

As well as patients, our support for their loved ones has been a vital part of our service through things like the volunteer-delivered Hospice at Home services, and our Sparklers group for siblings of child patients, and children of adult patients.

Approximately how many people accessed your organisations services over the last 12 months:

	Total number	2589
	Number of Houghton Regis residents	65

How have you used the funding awarded from the Town Council over the last 12 months?

We can only deliver our services by being well funded, and grants such as those awarded by Houghton Regis Town Council are the reason we can keep providing such high-level care, including the following outcomes from the last year:

- Caring for 97 adults on the in-patient unit for a total of 1,354 nights
- Caring for 71 children on the children's in-patient unit for a total of 358 nights
- Play services holding 789 activity session for 155 children
- My Care Co-ordination team making 1,963 home visits and taking 4,282 calls to our 24-hour advice line
- Preventing 762 hospital admissions
- Carrying out 389 blood transfusions and 564 blood tests
- Delivering 862 bereavement support sessions

As well as this we have used you funding to put value back into the community. A report from the Cranfield University School of Management found that for every £1 donated we are able to deliver £4.95 of value.

Our adult in-patient unit contributed £5.2m of value to the community through factors such as reduced work absences for those living with someone with a life-limiting condition, reduced GP visits, and lowering the likelihood of a partner leaving the workforce to take on full time care responsibilities.

We also saved the NHS £6.5m in a year through reduced hospital admissions, taking pressure off their already stretched services.

Do you anticipate any changes within your organisation over the next 12 months that will impact on the work your organisations carries on in the community or on the services your organisation offers?

We are not anticipating any largescale changes within our organisation that will impact on the work we carry out.

Externally, Covid-19 still poses a threat due to the vulnerability of our patients. However, having come through the previous waves of the virus we are confident that we will be able to quickly and effectively bring in any changes to protect our patients whilst maintaining our services.

Please confirm your award amount: £2,500

Is the amount awarded still required?

**Yes** / No

If no please advise the lower amount required:

<b>Payment Details</b>	
Account title	.....
Account number	.....
Bank / building society name and address	.....
	.....

*Please note cheques will be made payable to the name of the organisation and sent to the contact as detailed unless otherwise advised.*

**Declaration**

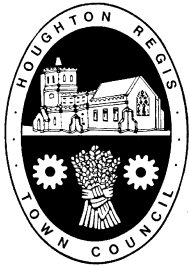
**Please sign this form to confirm that:**

- **The information supplied is full and correct to the best of your knowledge;**

**Signed**

**Name**  
**Position**  
**Date**

**Harry White**  
**Trusts and Grants Officer**  
**05/10/22**



# HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire LU5 5EY

Tel: 01582 708540

Fax: 01582 861102

## KEY PARTNER ANNUAL FUNDING FORM

**Total Period April 2020 – March 2024**

**2022-2023**

**Name of Organisation**

South Beds Dial-a-Ride

### Contact Details

**Name**

Gary Bilbrough

**Position**

Charity Manager

**Address**

The Incuba, 1 Brewers Hill Road, DUNSTABLE,  
Beds.

**Post Code:** LU6 1AA

**Telephone Number:**

01582 235454

**Email Address:**

admin@sbdar.co.uk

**Website Address:**

www.sbdar.co.uk

### Renewal Information

Are the details supplied in your original application to become a Key Partner still valid and correct?

Yes

If no please update:

Please outline the work your organisation has undertaken in the last 12 months?

As we have since 1986, we continue to provide a door to door transport service to the elderly, less mobile and disabled in the former 'south Bedfordshire', Luton and surrounding villages. Our aim is to give our members the same travel opportunities the able bodied take for granted.

Since 2011 we have diversified into some new areas of income generation, though our prime function is, and will remain, to provide the dial-a-ride service. The diversification is aimed at generating a financial surplus to allow us to provide a dial-a-ride service in Luton where we receive no financial support, and to help with our bus replacement programme.

We achieved an operational surplus for the 8<sup>th</sup> consecutive year following our reorganisation and 'right-sizing' in 2013-14. Our bus replacement plan is proceeding as planned, and we now run a modern fleet of minibuses each suited to their delivery purpose.

Since the COVID-19 lockdown starting March 2020, demand for our dial-a-ride service has considerably reduced. We responded and helped local communities by delivering prescriptions to housebound patients for pharmacies in Luton, and have now delivered over 6,500.

In 2021 we successfully received a National Lottery Community Fund (NLCF) grant to provide an 'Out of Area Hospital Transport Service', to protect patients from COVID exposure in a safe minibus and take them to important appointments in specialist hospitals. In the 6 months of funding we delivered 34 patients safely to 24 destinations for 98 appointments from Dunstable, Luton and surrounding areas to an area including Bedford, Hitchin, various hospitals in and around Central London, and Mount Vernon in the London Borough of Hillingdon, for a total fare of £20.

In the same period our 'COVID Vaccination Service' took 52 passengers to 12 destinations for 85 appointments in Central Beds, Luton, Hertfordshire and Bedford. All Central Beds vaccination journeys were delivered free of charge.

The initial NLCF funding lasted 6 months, during which period we were delighted to have helped a total of 86 passengers to 36 destinations for 183 appointments. The great success of our 6 months service and continuation of demand had us apply for and receive an additional 2 years of funding to extend the 'Out of Area Hospital Transport Service', which started in July 2022 and is now free of charge to all users, thereby removing any barrier to entry. We have also provided VAXI-TAXI services to CBC.

A major task during the year was to relocate our yard and office. This is now complete and we are settled again in Dunstable.

Approximately how many people accessed your organisations services over the last 12 months:

	<p>Total number Demand is still only 40-50% of pre-COVID levels and continuing to rise. Comparisons to previous performance are currently of little relevance.</p>
	<p>Number of Houghton Regis residents – we believe journeys starting in H/Regis account for ~15% of our total area journeys so anticipate 576 journeys in a full calendar year.</p>

How have you used the funding awarded from the Town Council over the last 12 months?

As advised, your grant contributed towards general operating costs.



Do you anticipate any changes within your organisation over the next 12 months that will impact on the work your organisations carries on in the community or on the services your organisation offers?

The COVID-19 pandemic is not yet over from our point of view and our 'market' is far from back to normal. Recovery is constantly monitored but there is no certainty it will attain pre-COVID levels as passengers' habits have changed. We reduced our dial-a-ride fleet to 4 minibuses from 5 and adjusted our driver count accordingly.

The driver shortage hurt for a while with difficulties in hiring. It took longer than expected to get back to full strength but we have finally achieved that after one year. Cooperation from our brilliant team has meant we have maintained all expected services except in the direst of situations.

We have some recent personnel changes with a change in Chair of Trustees and the Manager of our charity. Every effort has been made to ensure continuity and retention of experience, and maintenance of our standards. In our efforts to restore passenger journeys to previous levels we have a new business development campaign which includes advertising, social media, sponsorship, pro-active networking and community awareness.

We are improving our resilience in key staff areas, and our bus replacement programme continues with a new dial-a-ride bus in order 50/50 funded by CBC's Community Asset Fund.

All our CBC contracted services are due to be retendered during 2023. Does anyone have a crystal ball?

Please confirm your award amount: £1125.50

Is the amount awarded still required?  
Yes please

### **Payment Details**

Account title

Account number

Bank / building society name  
and address

*Please note cheques will be made payable to the name of the organisation and sent to the contact as detailed unless otherwise advised.*

**Declaration**

**Please sign this form to confirm that:**

- **The information supplied is full and correct to the best of your knowledge;**

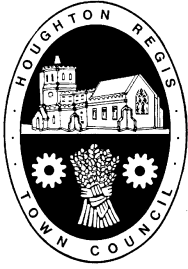
**Signed**

.....*G Bilbrough*.....

**Name** .....Gary Bilbrough.....

**Position** ...Charity Manager.....

**Date** ...12/10/22.....



## HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire LU5 5EY

Tel: 01582 708540

Fax: 01582 861102

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### KEY PARTNER ANNUAL FUNDING FORM

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**Total Period April 2020 – March 2024**

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**2022-2023**

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**Name of Organisation**

Houghton Regis Memorial Hall Fund

**Contact Details**

**Name**

David Hill

**Position**

Vice Chairman

**Address**

**Telephone Number:**

**Email Address:**

[vicechairman@houghtonregismemorialhall.com](mailto:vicechairman@houghtonregismemorialhall.com)

**Website Address:**

[www.houghtonregismemorialhall.com](http://www.houghtonregismemorialhall.com)

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**Renewal Information**

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Are the details supplied in your original application to become a Key Partner still valid and correct?

Yes

If no please update:

Please outline the work your organisation has undertaken in the last 12 months?

We have achieved a great deal in the last 12 months in refurbishing our hall to a high standard and increasing our facilities for the local community.

Clearly local people have realised that our hall has a lot to offer, we have had an increase in bookings this year, mainly children’s parties and other celebrations. We have also started to have commercial bookings, it’s a market that we would like to encourage.

We have provided space for many local groups to meet on a regular basis. Two additional groups have recently joined us, The Recycled Teenagers and Spirit Martial Arts.

Approximately how many people accessed your organisations services over the last 12 months:

	Total number                    500 Regular + 900 private Hire .....
	Number of Houghton Regis residents   900 +

How have you used the funding awarded from the Town Council over the last 12 months?

The Key Partner Grant has helped in the refurbishment of the hall, we look for best value and good quality work from the Traders we use.

Do you anticipate any changes within your organisation over the next 12 months that will impact on the work your organisations carries on in the community or on the services your organisation offers?

Our number one priority is to maintain the building in good order for the local community to use. We will keep up with the repairs needed with the aid of grants and our own funds.

Please confirm your award amount:        £\_\_2000

Is the amount awarded still required?

Yes

If no please advise the lower amount required:

### Payment Details

Account title

Account number

Bank / building society name  
and address



*Please note cheques will be made payable to the name of the organisation and sent to the contact as detailed unless otherwise advised.*

**Declaration**

**Please sign this form to confirm that:**

- **The information supplied is full and correct to the best of your knowledge;**

**Signed**

.....

**Name**

**...David Hill**

**Position**

**Vice Chairman**

**Date**

.....

Please note cheques will be made payable to the name of the organisation and sent to the contact as detailed unless otherwise advised.

**Declaration**

**Please sign this form to confirm that:**

- **The information supplied is full and correct to the best of your knowledge;**

**Signed**

.....

**Name**

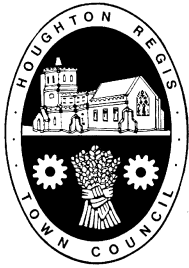
**...David Hill**

**Position**

**Vice Chairman**

**Date**

.....



# HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire LU5 5EY

Tel: 01582 708540

Fax: 01582 861102

## KEY PARTNER ANNUAL FUNDING FORM

**Total Period April 2020 – March 2024**

**2022-2023**

**Name of Organisation**

Full House Theatre

### Contact Details

**Name**

Harriet Hardie

**Position**

Creative Director / CEO

**Address**

12 Kings Arms Yard  
Ampthill

**Post Code: MK45 2PJ**

**Telephone Number:**

01525 630 783

**Email Address:**

harriet@fullhouse.org.uk

**Website Address:**

www.fullhouse.org.uk

### Renewal Information

Are the details supplied in your original application to become a Key Partner still valid and correct?

**Yes** / No

If no please update:

Please outline the work your organisation has undertaken in the last 12 months?

#### Art Town – Make it Happen

#### Arts Explorers and Arts Champions

“It's great, I've met really nice friends. I love Art Town”

Arts Explorers (5-11) and Arts Champions (11+) groups have enjoyed a year of consistency, with no interruptions to the planned face to face programme of activities. These groups meet weekly on a Tuesday in term time at Hawthorn Park Primary School. Attendance has always been high at these group and the Arts Explorers group currently has a waiting list due to its popularity. The young people in these groups are working on achieving arts awards, with 18 of the Explorer's group achieving their Arts Award Discover and are awaiting the delivery of their certificates. Activities this year have included creating Mosaics and learning about South East Asian dance.

## Project Highlights 2022

**Bird box trail**

Art Town artist in residence Ross Howell Williams lead a series of sessions for both groups designing and making their own bird boxes. They looked at street art installations and then created a couple of designs for their bird boxes. They then chose one design to paint on their pre-made bird box. Each bird box had a theme and was given a name for the bird box trail. The bird boxes first went on display in the Library before being spread across the town with some staying in the library and others going to Jewels Café, Houghton Regis Memorial Hall and Houghton Hall Park Café and the park itself. The park has agreed that they will keep the bird boxes up as a continuation of the trail.

**Summer Reading Challenge**

In the lead up to the Summer we were approached by Liz Roberts from Central Bedfordshire Libraries to ask if some of the Explorers would like to take part in filming for the Summer Reading Challenge. All the explorers had the opportunity to be filmed either reading books, talking about their favourite book, or playing with one of the toy robots. As a thank the library team gifted the children a copy of Billionaire Boy before they went on their trip. The film for the reading challenge can be viewed here <https://www.youtube.com/watch?v=k2GnXSfYZeU>

**Art Town Tots**

“So glad Art Town Tots is back. We really missed it when it was on hiatus. We had lots of fun today and loved how inclusive it was. Can't wait for next month.”

We have delivered 7 Art Town Tots events since resuming the sessions in Houghton Memorial Hall. These free ‘Fantastic Friday’ events have offered parents and their pre school aged children a range of experiences including dance and sensory theatre. This part of our project has allowed us to meet new families who have benefitted from building connections with parents in their local area and developing their confidence to interact and engage with their children in a creative way. These sessions are inclusive and have been enjoyed by some families with children who have a SEND need.

**Community Events**

Throughout the year Art Town stages a programme of free live arts and cultural events for children and families’ events. Families enjoyed high quality theatre events *SLIME* and *The Munch Mission*. We also programmed a performance of *Same Same But Different*, performed by Sonia Sabri Company at the memorial hall. A dance performance that included South Asian Dance specifically Kathak, contemporary and street/hip hop. The show was about the 3 dancers realising that they are different, but all have similarities and becoming friends with each other. This was for the public, but our Explorers and Champions also attended the performance.

“Fantastic show, children and adults both enjoyed. Nice to have local and unusual activities for younger children.” -SLIME audience

Approximately how many people accessed your organisations services over the last 12 months:

	Total number	3014
	Number of Houghton Regis residents	710

How have you used the funding awarded from the Town Council over the last 12 months?

Funding from HRTC has enabled all the project activity outlined above to take place in Houghton Regis. The valuable support of the town council brokers additional funding from a range of sources.

The Total Cost of our activities in Houghton Regis this year is £44,342

Income

Bedford & Luton Community Foundation £14,636

Houghton Regis Town Council £1,500

National Lottery Community Fund £28,206

We currently have a funding deficit of £3000 to reach.

We are currently awaiting the outcome of a funding bid to COOP, if successful this will fill the current funding gap. We are also exploring other options from smaller funds to meet this deficit.

Do you anticipate any changes within your organisation over the next 12 months that will impact on the work your organisations carry on in the community or on the services your organisation offers?

We are currently awaiting the result of a National Portfolio Organisation submission to Arts Council England, if successful this will create a level of security for many elements of our delivery plan over the next 3 years. This would be our first time as a NPO and as such, if unsuccessful we will continue with a business-as-usual approach. The NPO decision does not directly impact on Art Town.

Our National Lottery Community Fund grant will end in April 2023. We are currently planning submissions for funding from a range of sources to enable us to deliver our planned activity, including a new bid to the National Lottery. The support of HRTC is as ever, critical to our ability to deliver this important and valued work in the community.

Please confirm your award amount: £1500

Is the amount awarded still required?

**Yes** / No

If no please advise the lower amount required:

**Note: In 2019/20 we requested £3000 but this was reduced to £1500 as HRTC had significant budget cuts in 2020/21. If there is a possibility of returning our award to £3000 this year this would be very welcome. We do of course appreciate any support that HRTC can give and will endeavour to find the additional funds needed to deliver our activity if this is not possible.**



**Payment Details**

Account title

Account number

Bank / building society name  
and address

*Please note cheques will be made payable to the name of the organisation and sent to the contact as detailed unless otherwise advised.*

**Declaration**

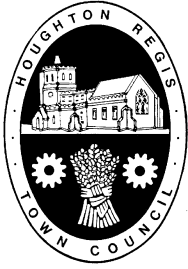
**Please sign this form to confirm that:**

- **The information supplied is full and correct to the best of your knowledge;**

**Signed**

**Name**  
**Position**  
**Date**

**Harriet Hardie**  
**Creative Director**  
**04-10-2022**



## HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire LU5 5EY

Tel: 01582 708540

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### KEY PARTNER ANNUAL FUNDING FORM

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**Total Period April 2020 – March 2024**

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**2022-2023**

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**Name of Organisation**

Houghton Regis Heritage Society

**Contact Details**

**Name**

David Hill

**Position**

Chairman

**Address**

**Telephone Number:**

**Email Address:**

**Website Address:**

[www.hrhs.org.uk](http://www.hrhs.org.uk)

**Renewal Information**

Are the details supplied in your original application to become a Key Partner still valid and correct?

Yes

If no please update:

Please outline the work your organisation has undertaken in the last 12 months?

Our primary focus has been on our Archive and Website for local residents and interested parties in the UK. We have also seen visitors from the USA and the Seychelles. The archive site which is reached via our Website has at present 2,655 items, many of these can be ordered, and digital images downloaded for a small fee.

We have this year released a new book called The Family on the Green, by Rosemary Harris. The Rights were signed over to us from Rosemary who wrote the original work when she was at school many years ago in the area. It is about The Brandreth Family and called TheFamily on the Green.

In the last few months we have re-started our public meetings. We keep our membership informed via regular emails.

This year we had a stall on the Village Green at the Town Carnival, we were surprised at the amount of interest shown by the visitors to our stand, we thought it was the best yet!

We have just started our Public Meetings again at St Thomas Community Church. Our membership is informed on a regular basis when meetings or events are held.

Approximately how many people accessed your organisations services over the last 12 months:

	Total number Due to the nature of our Society it is difficult to ascertain.
	Number of Houghton Regis residents ...Our Membership is 30.....

How have you used the funding awarded from the Town Council over the last 12 months?

Our Grant helps us to pay for our Archive Website, the fee this year was £893, as our Key Partner Grant is £500 there is a big difference. Next due date is March 2023.

Do you anticipate any changes within your organisation over the next 12 months that will impact on the work your organisations carries on in the community or on the services your organisation offers?

To finance such a valuable community resource as our Archive, it is going to be difficult this year to find sufficient funds. I have no doubt that Towns Webb our software provider will increase their fees again come March 2023. Without sufficient funding it is really going to be difficult.

Please confirm your award amount:        £\_500\_\_\_\_\_

Is the amount awarded still required?

Yes

If no please advise the lower amount required:

**Payment Details**

Account title

Account number

Bank / building society name  
and address .....

*Please note cheques will be made payable to the name of the organisation and sent to the contact as detailed unless otherwise advised.*

**Declaration**

**Please sign this form to confirm that:**

- **The information supplied is full and correct to the best of your knowledge;**

**Signed**

.....

**Name**

**David Hill**

**Position**

**Chairman**

**Date**

**5/10/2022**



**Payment Details**

Account title

Account number

Bank / building society name  
and address

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**Signed**

.....

**Name**

**David Hill**

**Position**

**Chairman**

**Date**

**5/10/2022**