

7th July 2023

To: Town Mayor and all Members of the Partnership Committee

Town Councillors: **D Jones, J Carroll, Y Farrell and C Slough**

CBC Councillors: **C Alderman, S Goodchild, P Hamill, T McMahon**

CBC Officers: **Mrs Hughes, Community Engagement Manager**

Copies, for information, to:

- Cllr Hares, Executive Member for Health and Community Liaison, CBC
- all Houghton Regis Town Councillors

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the **Partnership Committee** to be held on Tuesday **18th July 2023** commencing at **7.00pm hours** at the Council Offices, Peel Street.

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](#)

<i>THIS MEETING MAY BE RECORDED *</i>
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Clare Evans
Town Clerk

AGENDA

1. ELECTION OF CHAIRMAN

Members are invited to elect a Chairman for Houghton Regis Partnership Committee for 2023/24 in accordance with the Terms of Reference attached at pages 12 – 14.

In accordance with the Terms of Reference this can be a member from either authority.

**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.

2. APOLOGIES AND SUBSTITUTIONS

3. QUESTIONS FROM THE PUBLIC (3 minutes per person; maximum 15 minutes)

To receive questions and statements from members of the public in respect of any item of business included in the agenda, as provided for in Standing Order No.s 1(f) and 1(h).

4. SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of any such interest.

Members are invited to submit any requests for Dispensations for consideration.

5. MINUTES

Pages 5 - 10

To approve the Minutes of the meeting held on 24th January 2023.

Recommendation: To approve the Minutes of the meeting held on 24th January 2023.

6. ELECTION OF VICE CHAIRMAN

Members are invited to elect a Vice Chairman for Houghton Regis Partnership Committee for 2023/24 in accordance with the Terms of Reference attached at pages 11 – 13.

In accordance with the Terms of Reference this should be a member from the other authority to the Chairman.

7. CONFIRMATION OF THE SECRETARIAT

In accordance with the Terms of Reference, the Committee are required to confirm the secretariat for the Partnership Committee for 2022/23.

8. PARTNERSHIP COMMITTEE CO-OPTION

The Terms of Reference require the list of Co-opted Members to be reviewed annually, by the Town Joint Committee.

Members have also received applications for co-option from:

- David Gibbons - a co-opted member during 2022/2023, confirmed would like to be co-opted again
- Jo Anderson – a co-opted member during 2022/2023, confirmed would like to be co-opted again
- Carole Regan – a co-opted member during 2022/2023

Members are invited to consider whether they would like to explore the possibility of seeking to co-opt local stakeholders onto the Houghton Regis Partnership Committee. In this regard the Terms of Reference for the Committee state:

Co-option

To support engagement with local stakeholders the Town Joint Committee can co-opt members from local representative groups, as appropriate up to a maximum of 15. Each co-opted Member will be able to engage fully in all discussions but will not have any voting rights. Co-opted members can be removed from the Town Joint Committee. Decision making around removals can either be taken by the whole Town Joint committee or by joint agreement of the Chair and Vice Chair, depending on each Town Joint Committee's preference.

Recommendation: To confirm the following co-opted members of the Houghton Regis Partnership Committee for 2023-24:

- **David Gibbons**
- **Jo Anderson**
- **Carole Regan**

9. COMMITTEE FUNCTIONS & TERMS OF REFERENCE

Pages 11 - 13

Members will find attached the Terms of Reference which relates to this committee.

This report is provided for information.

10. PARTNERSHIP COMMITTEE WORKPLAN

Pages 14 - 15

Members are invited to consider the Partnership Committee workplan.

11. CBC UPDATE REPORT

The CBC update report will be circulated prior to the meeting for information.

12. HRTC UPDATE REPORT

Pages 16 - 21

The HRTC update report is attached for information.

To cover:

Corporate Services

- 23/24 Budget highlights
- Corporate Plan process

Environment & Leisure

- Tithe Farm

**MINUTES OF THE MEETING OF HOUGHTON REGIS PARTNERSHIP
COMMITTEE**

**HELD AT THE COUNCIL OFFICES, PEEL STREET
ON 24th January 2023**

Present: Town Cllrs: **D Jones (Chair), C Slough, K Wattingham,**
CBC Cllrs: **Cllr Hamill (Vice-Chair), A Ryan, Y Farrell, S Goodchild**
CBC Sarah Hughes, Community Engagement Manager
Officers:
HRTC Clare Evans, Town Clerk
Officers: Louise Senior, Head of Democratic Services

Co-opted members: J Anderson
D Gibbons
C Regan

Also in attendance: P Burgess HRTC Councillor
James Yeomans, Head of Housing Property, Housing Services CBC
Jemma McClean, Community Engagement Manager, Beds RCC

Apologies: CBC Councillor Tracey Stock, Executive Member for Health, Wellbeing,
Communities and Leisure

Absent: HRTC Councillor T McMahan

Members of the public: **5**

976 APOLOGIES AND SUBSTITUTIONS

Apologies were received from Cllr T Stock.

977 QUESTIONS FROM THE PUBLIC

Members of the public asked:

- What was the latest position regarding the 'Zone of Influence' and had Central Bedfordshire Council recommenced approving planning applications?
- Feedback was requested on Central Bedfordshire Council's housing targets for the next 5 years, broken down into the different elements of new build e.g. social housing, private etc.
- Had funding been allocated to progress proposals for Windsor Drive within 2023/2024 budget?
- What steps were Central Bedfordshire Council taking to alleviate the lack of GP provision?

It was advised that this committee was unable to comment on the Zone of Influence, it was suggested that Central Bedfordshire Council be contacted directly via email for feedback.

It was advised that there had been no provision made for works at Windsor Drive in the 23/24 budget.

It was advised that the Integrated Care Board (ICB) had been contacted regarding GP provision, however, a response had yet to be received, members were assured that once received the response would be shared.

It was advised that written feedback would be given on Central Bedfordshire Council's housing targets.

978 SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None.

979 MINUTES

To approve the Minutes of the meeting held on 23rd November 2021.

Resolved: To approve the Minutes of the meeting held on 23rd November 2021 and for these to be signed by the Chairman.

980 PARTNERSHIP COMMITTEE WORKPLAN

Members were invited to consider the Partnership Committee workplan.

As requested at the last meeting, an additional item had been added to the Partnership Workplan enabling updates to be provided on future cemetery provision in Houghton Regis. Members were advised that HRTC reports on this matter would be provided in due course in a similar way to the reports on Tithe Farm Sports Provision.

Members advised of feedback received regarding residents in Bidwell West feeling isolated. Feedback was requested on the consideration for the installation of a temporary community building to provide space for outreach work until a permanent structure was in place. It was advised that a more detailed report would be provided at the next meeting.

981 CBC UPDATE REPORT

Members received a copy of the CBC update report and verbal highlights from report were shared.

- CCTV Reports – concerns in Bedford Square
- Safer Neighbourhood Team
 - 240 patrol hours in Houghton Regis
 - Joint weapons sweep initiative with police
 - Engagement with residents
 - Pop-up session in Bedford Square
- Houghton Hall Park had been impacted by road closure
- Houghton Regis Leisure Centre had good numbers in attendance
 - SEND swim sessions had been introduced

- Houghton Hall Park –
 - Hosted a range of Christmas events
 - Gas works on Park Road North had impacted footfall
 - Warm space was offered on Tuesdays 9am – 4pm
- Fix my Street – 6 line markings and 11 signs had been addressed
- Parking enforcement – 1463 visits had been made to Houghton Regis, 135 tickets issued
- Tree planting project
- Energy Scheme – Launched Warmth Fund
- Two Bike repair stations had been set up at Houghton Hall Park and the Leisure Centre
- Ocado were locating to Houghton Regis creating 2,300 jobs
- Introduction of Multiply initiative – to improve numeracy skills across the country

It was highlighted that the number of tickets issued was concerning as had seemed low in relation to the visible number of parking infractions seen, and reported, by councillors across Houghton Regis.

It was suggested that a member of the policing team be invited to attend Town Partnership Committee meetings to provide feedback and answer any questions members may have.

Clarification was requested on the number of hours spent in Houghton Regis by the Safer Neighbourhood Team and whether the 240 hours stated in the report was team hours or individual officer hours, this would be looked into and fed back to members at the next meeting.

Concerns were raised regarding the number of non-working street-lights and it was felt the reporting system of 'Fix my Street' could benefit from improvements, as repairs had proved difficult to monitor.

Members were advised of the Central Bedfordshire Council tree planting project, open to Town and Parish Councils, community groups and schools to apply for a Tree Planting grant, the scheme was open until the end of March 2023.

Concerns were raised regarding the length of time between reporting abandoned vehicles and removal. Fly tipping had become an issue in Grendall Lane, it was suggested that the use of CCTV cameras be used to determine the culprit/s. Members were advised that Central Bedfordshire Council would look at footage and feed back their findings to the committee.

Members asked whether there had been any feedback regarding the Market Charter which had been discussed at the last meeting, it was confirmed to members that a definitive response had not been received from the Monitoring Officer.

982 IMPROVING HEALTH & WELLBEING IN HOUGHTON REGIS: TIME 2 CONNECT

Jemma McClean, Community Engagement Manager, Bedfordshire Rural Communities Charity (BRCC) was in attendance at the meeting to update members and respond to any queries or comments on this project.

Members were advised that drop in sessions had increased in popularity with 15 – 20 people attending, sessions had included arts and crafts, book swap and board games. Visits from external providers Tibbs Foundation had run music memory sessions and Central Bedfordshire Council Public Health and Equality had held a health question and answer session. Joint sessions had been run with Central Bedfordshire Council with a variety of activities, which had included Storytelling, singing and chair based exercises which had proved popular.

BRCC had planned Wellbeing Walks from Houghton Hall Park with a hot drink at the end of the walk.

A Christmas Party had been held and proved enjoyable. The uptake of 1:1 sessions had remained steadily attended, offering a variety of advice, with money issues high on the priority list of discussion topics.

Members were advised that the BRCC had assisted in the distribution of Care Packages prepared by Houghton Regis Town Council and financed by Ward Councillor Grant funding.

It was suggested that a comprehensive list of Houghton Regis warm spaces be compiled to ensure residents knew what locations were available each day, with posters advertising spaces in and around the Town, including in the Warm Spaces.

Members were advised it was hoped to have a temporary Community Building in place for use by Time2Connect to enable Bidwell West residents to access their services in lieu of a permanent Community building.

983 HOUSING AND ENGAGEMENT

James Yeomans, Head of Housing Property, CBC was in attendance covering the progress of new facilities at All Saints View and The Brook.

Members were advised that all safety checks had been successfully carried out on The Brook.

All Saints View had 8 residents move in over the last week, with another hoped to move during the coming week. Members were assured that staff at All Saints View were providing activities for residents.

Members requested that a visit to the Brook be arranged for Councillors to enable an understanding of how it looks and how it would work. James assured members that he would take this suggestion back to his team for further discussion.

Members suggested that the lighting at The Brook be looked at, as it was extremely bright and could prove to be intrusive for neighbouring residents.

Members were advised that there had been no updates on the retail units. There were talks with prospective tenants but it was hoped there would be an update for the next meeting.

Concerns were raised over pedestrian safety due to vehicles parking on the footpath at All Saints View, obstructing pedestrians.

984 TITHE FARM SPORTS PROVISION UPDATE

Members received the agenda report as presented to the HRTC Environment & Leisure Committee on 14th November 2022.

Members were advised that the increased prices of construction materials had impacted the cost of the project, however confidence was high that this project could still go ahead.

985 COMMITTEE FUNCTIONS & TERMS OF REFERENCE

At the last meeting Members may recall receiving a copy of the Committee Functions & Terms of Reference. During previous discussions Members requested consideration be given to dropping the quorate to two councillors from each council rather than three, as substitution allowances for Central Bedfordshire Council Ward members on this committee were limited. It was highlighted to members that this would need to be taken through General Purposes and Council Committee to allow for changes to be made to the constitution.

Members confirmed that they wished for this item to be included on the General Purpose and Council Committee agenda with a view to dropping the quorate to two councillors from each committee.

986 PARTNERSHIP COMMITTEE CO-OPTION

It had been requested that potential co-option onto this committee remain on the agenda as a Standing Agenda item.

Members were invited to consider whether they would like to explore the possibility of seeking to co-opt local stakeholders onto the Houghton Regis Partnership Committee. In this regard the Terms of Reference for the Committee state:

Co-option

1. To support engagement with local stakeholders the Town Joint Committee can co-opt members from local representative groups, as appropriate up to a maximum of 15. Each co-opted Member will be able to engage fully in all discussions but will not have any voting rights. Co-opted members can be removed from the Town Joint Committee. Decision making around removals can either be taken by the whole Town Joint committee or by joint agreement of the Chair and Vice Chair, depending on each Town Joint Committee's preference.

The list of Co-opted Members should be reviewed annually, by the Town Joint Committee

987 ITEMS REQUESTING ATTENTION BY CENTRAL BEDFORDSHIRE COUNCIL

Members had been advised of the CBC process to determine further consideration, at CBC committee level, of items and issues.

Members of this committee were able to use this process to forward items for CBC's attention via the CBC Joint Committee Chair or CBC Joint Committee Vice Chair.

As such members were requested to identify and confirm if there were any requested items for CBC's attention.

Members were advised Market Charters were devolved to local authorities during Central Bedfordshire Council's early life. Houghton Regis Town Council were advised that it was not for Central Bedfordshire Council to determine whether Houghton Regis had, or could apply for, a Market Charter. It was advised for the Town Council to prepare a report to take forward to the Overview and Scrutiny Committee. Members felt that with the proposed growth in Houghton Regis, consideration should be given to developing a Houghton Regis Market Charter.

Concerns were raised regarding GP medical provision, it was hoped that Houghton Regis Town Council could be updated on what plans were in place to address this issue. Concerns had been exacerbated since the announcement from ICB to revoke plans for proposed health hubs. Members were assured that advice would be sought and relevant officers would be addressed. It was hoped Councillor Stock would be in attendance at the next meeting to provide updated information, however, detailed updates at the next meeting may be limited as the meeting scheduled for April would fall within the pre-election period.

988 PROPOSED DATES FOR MEETINGS FOR 2023/24

- Tuesday 18th July 2023
- Tuesday 17th October 2023
- Tuesday 23rd January 2024
- Tuesday 23rd April 2024

The Chairman declared the meeting closed at 9.05pm

Dated this 25th day of April 2023

Chairman

Houghton Regis Town Partnership Committee ¹

Purpose

1. To influence decisions and help shape initiatives and their delivery for the benefit of the whole town taking into account the needs of the town, customers, employees, residents, visitors, traders, property owners and developers.
2. To develop and encourage public participation and engagement and take into consideration the resident voice in the work of the Committee

Objectives

1. Help improve the economic, social, environmental and cultural vitality of the town
2. Ensure a partnership and collaborative approach to achieve the delivery of town regeneration, including influencing Section 106 funding received for town improvements and community facilities.
3. Opportunities to delegate funding decisions to the Committees should be explored, such as Section 106 received to spend on community facilities.
4. The Committee will make decisions on any joint funding allocated to it.
5. Influence and help shape strategies / plans that impact on the future viability of the town.
6. Provide a forum for briefing Members of the Joint Committee on all key issues affecting the town, at the discretion of the Chairman and Vice Chairman.
7. Make recommendations on strategically significant projects to the relevant Council's decision-making committees, including Committees of the Town Council.
8. Develop and maintain joint branding of communication, agendas and minutes.
9. To enable communities to discuss services and influence decisions at the local level as to how these services are delivered
10. To provide a forum for two-way communication about public service delivery and the implementation and effectiveness of policies affecting the town.
11. Promote resilience by encouraging communities to do more for themselves and champion local solutions.
12. Consider the ways in which proposals and initiatives can help to advance equality of opportunity, eliminate discrimination and foster good relations.

¹ These were considered by the Partnership Committee at its meeting on 30th April. The Terms of reference remain to be formally approved by Central Bedfordshire Council.

Membership

1. Four Councillors from Central Bedfordshire Council and four Councillors from Biggleswade Town Council (Biggleswade Joint Committee).
2. Four Councillors from Central Bedfordshire Council and four Councillors from Houghton Regis Town Council (Houghton Regis Partnership Committee).
3. Five Councillors from Central Bedfordshire Council and five Councillors from Leighton-Linslade Town Council (Leighton-Linslade Partnership Committee).
4. Five Councillors from Central Bedfordshire Council and five Councillors from Dunstable Town Council (Dunstable Joint Committee).

Who must be elected representatives of the wards.

5. Two substitutes from each Council will be permitted to attend meetings as full Committee representatives. A Councillor who sits on both CBC and the Town Council can substitute. Central Bedfordshire Council Councillors shall not substitute a Town Councillor on the Committee and vice versa.
6. Substitutes for Central Bedfordshire Council Members on the Joint Committee must be a ward councillor in the town in the first instance or if not available a substitute must be an Executive Member. Substitutes for the Town Council Members of the Joint Committee will be a ward town councillor
7. Members are appointed annually.
8. All Members of the Committee should have the interests of the town as a priority, not their own wards.

Meetings and Quorum

1. At least 3 Members from each Council must be in attendance for the meeting to be quorate.
2. Meetings will be held a minimum of once per year and up to 4 per year and take place at venues in the area
3. The Committee may also organise extra ordinary meetings at the discretion of the Chairman and Vice Chairman.
4. In addition to the Committee meetings, the Committee can organise other forms of engagement to take place such as themed discussions / task and finish groups and community conferences, including joint meetings or events with other Joint Committees in Central Bedfordshire.
5. All meetings will be open to the public unless exempt items are discussed

Chairman and Vice Chairman

1. The Chairman and Vice-Chairman shall be appointed from and by the Joint Committee's core membership; each Council must be represented in either role.
2. The appointed Chairman and Vice-Chairman will hold their post for a period of one year, after which they may stand for re-election.

3. The Vice Chairman will preside in the absence of the Chairman. If neither is present, the Committee members in attendance will appoint a Chairman from amongst them for the duration of that meeting.
4. The Chairman and Vice Chairman will be responsible for the content of the Committee agendas and will allow committee members and other stakeholders to submit agenda topics which will be included unless the proposed agenda item is not relevant to the Purpose and/or Objectives of the Joint Committee.

Secretariat

1. Either Council can administer the Joint Committee, according to their own Standing Orders. The Committee will decide annually which Council is to administer the Committee.
2. Agendas, minutes and press releases will be issued under joint branding.
3. The secretariat will prepare, monitor and keep up to date an annual work plan to set the broad direction and priorities for the Committee.

Decision making arrangements

1. Only members of the Committee can vote. Co-opted Members have no voting rights.
2. The Committee will not have any decision-making powers regarding planning applications and will not seek to duplicate or hinder the work of Central Bedfordshire Council as the Local Planning Authority.
3. The Committee will reach decisions by a simple majority. The Chairman will have the casting vote in the case of a tie.

Co-option

1. To support engagement with local stakeholders the Committee can co-opt members from local representative groups, as appropriate up to a maximum of 15. Each co-opted Member will be able to engage fully in all discussions but will not have any voting rights. Co-opted members can be removed from the Committee by joint agreement of the Chairman and Vice Chairman.
2. The list of Co-opted Members should be reviewed annually.

Governance

1. The Minutes and action log for the Joint Committee will be presented to Central Bedfordshire Council. The detail of where this will be presented will be determined by Central Bedfordshire Council and reported back to the Joint Committee.

CENTRAL BEDFORDSHIRE COUNCIL UPDATE

Purpose of report: For information

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1. COMMUNITY SAFETY

2. LEISURE, LIBRARIES & COUNTRYSIDE

3. HIGHWAYS & TRANSPORT

4. YOUTH SUPPORT SERVICES

5. SCHOOLS

6. WASTE

7. REGENERATION & BUSINESS

8. PARTNERSHIPS & COMMUNITY ENGAGEMENT

9. SOCIAL CARE, HEALTH & HOUSING

10. PUBLIC HEALTH

11. PUBLIC PROTECTION

HOUGHTON REGIS TOWN COUNCIL UPDATE

Purpose of report: For information

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1. Corporate Services

23/24 Budget highlights

- In 2022/23 the Precept was set at £1,119,236 giving a Band D of £184.66. Due to the change in the Tax Base in 2023/24, the Precept was increased to £1,196,781, which maintained the Band D at £184.66.
- Member training and conference attendance were increased to support a newly elected council.
- Provision for external support in developing a corporate plan (autumn 2023)
- Additional funding for staff training and development to support newly appointed staff
- Increase in the budget for staff salaries and oncosts to support expanded staff team

Corporate Plan process

- Over the autumn/winter of 2023/24, the newly elected council will work to consider, develop and budget for a town council corporate plan to shape the work of the council over the next 4 years until March 2028

2. Environment & Leisure

23/24 Budget highlights

- Removal of gas supply at Tithe Farm Pavilion (no longer required)
- Development of an all-weather sports facility at Tithe Farm, including a 3G pitch, a new pavilion and a refurbished and extended car park.
- Remodelling of Parkside Pavilion – this is a complex potential project. Consultation work needs to be undertaken within the community to determine options, and investigations need to take place to determine the scope of works feasible. The budget available only covers this feasibility work.
- Replacement of litter and dog bins with dual-purpose bins.
- Installation of exercise equipment at Parkside Recreation Ground

Tithe Farm Sports Project

BACKGROUND

This project comprises an all-weather pitch, new changing rooms and car parking on Tithe Farm Recreation Ground. The project is being developed and progressed in partnership with Central Bedfordshire Council (CBC) and the Beds Football Association (Beds FA). Funding for the project is from the Town Council, CBC, Youth Investment Fund (YIF) and the Football Foundation (FF).

PROJECT SUMMARY

Members are advised of the following:

Pitch tender

It has been agreed to award the pitch contract to Field Turf. Currently, negotiations are taking place on some of the detail around the change in levels between the pitch and the pavilion and the access arrangements. The contract is anticipated to be signed in the next few weeks or so. Work will begin on site as soon as possible afterwards.

Pavilion build

The pavilion contractors started on-site at the end of March. The build is going well and is scheduled for completion in late 2023.

Due to the pre-election period, the council did not have a breaking ground event to coincide with the start-on-site date. However, it is planned to have a Topping Out event on 12th July. Invites have been sent out.

Project Financial Feasibility

The project has already attracted a significant level of external funding (£2,065,100) plus a financial commitment from HRTC (EMR, deferred income and PWLB funding, £920,916) with a combined total of £2,986,016.

Additional funding sources:

An application to uplift the YIF funding has been made, and a decision is awaited.

This is a significant project for the Town Council to deliver. Members are invited to raise any questions or comments to assist in bringing them up to speed on the project.

Grendall Lane Proposed Cemetery

Further to the meeting of the Proposed New Cemetery Sub-Committee held on Monday, 12th June '23, Members asked for Officers to open negotiations with CBC regarding land owned by CBC at Grendall Lane Houghton Regis for its suitability as a future Cemetery for the town of Houghton Regis.

On 26th June, the Head of Environment and Community Services gave The CDS Group (CDS) instructions to proceed with the reinstatement of the monitoring wells, replacement of the pipework and inspection covers, Groundwater Monitoring Visits (For the next 12 months), detailed flux modelling and the production of the T3 Assessment.

CDS attended the site on 29th June to reinstate the monitoring wells; unfortunately, they could only service / reinstate BH2. The other two locations have collapsed and are inoperable. It's a tricky

situation, the EA have requested the additional monitoring data, and would likely be expecting to see monitoring information from across the site, especially the upper and lower levels of the site (BH1 & BH3).

On 30th June, the Head of Environment and Community Services discussed the options with CDS, and they were as follows;

1. The Town Council instruct CDS to continue monitoring the single monitoring well whilst also attempting to contact the EA to determine if they would accept a single borehole. Given the ongoing delays everyone is experiencing with the EA, they aren't likely to respond for several months! And the Town Council run the risk of the EA rejecting the data and having to start the required 12-month monitoring again!
2. Or the Town Council instructs CDS to redrill and install the inoperable wells. These could be installed in the next couple of weeks, and we'd be able to supply the EA with a full set of monitoring data, giving us the best position going as the Town Council advance.

After consideration, the Head of Environment and Community Services has given CDS the go-ahead to redrill the two monitoring wells as per option 2 above.

It is anticipated that the results of the T3 assessment will be available in the autumn of 2024.

Village Green Pavilion decoration in partnership with Morgan Sindall

The town council has been delighted to work in partnership with Morgan Sindall (CBC's leisure centre contractor) during the company's Neighbourhood Week to redecorate the external facades of the Green Pavilion. This was completed on Friday, 30th June, making the pavilion visually pop across the Village Green.

Terra Croft Leisure Gardens

After much hard work, the town council has been pleased to open an allotment site in Bidwell. There was keen interest from residents to secure a plot, and work to date by may allotment holders has been extensive. An opening event was held in June.

Public Realm Improvements

Our 'See It Sort It' service continues to make Houghton Regis an attractive and vibrant place to live and work. We are covering a number of different problems across the Town. It should be noted

that we have received a large number of requests associated with CBC owned and managed sites due to the issues with their outsourced grounds maintenance contract/s.

3. Community Services

The Town Council continues to deliver Community Services, Youth Services, Mayoral support, Community Grants and Community Safety.

Youth Services

The table below shows the delivery of Youth Activities in Houghton Regis offers youth provision delivered by HRTC. There is additional youth provision is provided by Groundwork on behalf of CBC on Tuesdays (one-to-one mentoring) and Wednesdays (Open Access at the community centre).

All Youth Work delivered by the Town Council is delivered term time only with additional enhanced sessions.

Day	Time	Venue	Description
Monday	4.30-6.30 pm	The Village Green Pavilion	Youth Café
Tuesday	4.30-6 pm	Parkside	Detached Youth Work
Tuesday	6.30-8 pm	Tithe Farm	Detached Youth Work
Thursday	4.30-6 pm	Parkside	Detached Youth Work
Thursday	4.30-6.30 pm	HRTC Offices	Youth Council Meeting
Thursday	6.30-8.30 pm	Tithe Farm	Detached Youth Work

Community Safety

The CCTV SLA between CBC and HRTC for monitoring the three re-deployable Closed Circuit Cameras owned by Houghton Regis Town Council will be implemented shortly.

Events

The Town Council continues hosting various community events throughout the year, which are free for visitors and residents to attend. Some of our much-loved events that have just been delivered or are to be delivered shortly are listed below:

- Houghton Regis Carnival (8th July 2023)
- Skate Jam (24th July 2023)
- Movie Night (27th July 2023)
- Houghton Rocks (2nd September 2023)
- Mayor's Inaugural Reception (15th September 2023)
- Fireworks Event Display (5th November 2023)
- Santa Float (4th, 5th and 6th December 2023)
- Santa's Grotto (9th December 2023)

4. Planning

Neighbourhood Plan

The Town Council supported the final version of its Neighbourhood Plan on the 17th May, 2023. The final version of the plan was produced following comments received after a second Regulation 14 public consultation had taken place. The Submission Draft was submitted to Central Bedfordshire Council on the 20th June, accompanied by its supporting documents. Central Bedfordshire Council will now start the process to subject the plan to a 6-week, Regulation 16, public consultation.