



HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire, LU5 5EY

Town Mayor: **Cllr Yvonne Farrell**

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Town Clerk: **Clare Evans**

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20th September 2022

HOUGHTON REGIS TOWN COUNCIL MEETING

To: All Town Councillors

Notice of Meeting

You are hereby summoned to an Extraordinary Meeting of the Houghton Regis Town Council to be held at the Council Offices, Peel Street on Thursday 29th September 2022 at 7.30pm.

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](#)

**THIS MEETING MAY BE
RECORDED¹**

Councillor P Burgess

Councillor J Carroll

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 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.

¹ 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.

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.

3. 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.

4. MOTION – AS SUBMITTED BY COUNCILLOR BURGESS AND COUNCILLOR CARROLL

To discuss the resolutions made on 18th July 2022 by the Houghton Regis Proposed New Cemetery Sub-Committee, based on the following:

The Proposed New Cemetery Sub-Committee at the meeting held on the 18th July 2022, overstepped its remit regarding financial matters that should be considered only by Full Town Council, and that the resolutions were the outcome of a breach of Standing Orders 13b and 15.

1. Background

The resolutions from the meeting of 18 July 2022 (Minute Number NC148) you had were:

1. To recognise the significant works that are likely to be required to enable Grendall Lane to be brought into use as a cemetery and to determine at this time that these works are financially inhibitive for the council and as such further investigations into this site will cease;
2. To notify Central Bedfordshire Council, as landowner, of this position;
3. To continue to search for alternative sites and to present any options to CDS for a preliminary assessment to enable initial consideration by the council.

2. The related Committee Functions of the Sub-Committee as set out on page 11, of the Town Councils Committee Functions & Terms of Reference document, are:

Section 2

To consider and determine matters surrounding the development of a new cemetery for Houghton Regis, including but not restricted to:

- Environmental matters
- Policy matters
- Visual impact matters
- Design matters
- Public consultation matters
- Future operation and management of the cemetery

Section 4

To report and to make such recommendations to Town Council as appropriate.

3. Standing Orders

13 Rules of debates at meetings

- b A motion (including an amendment) shall not be progressed unless it has been moved and seconded.

15 Previous resolutions

- a A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 6 councillors to be given to the Proper Officer in accordance with standing order 11, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee.
- b When a motion moved pursuant to standing order 15(a) has been disposed of, no similar motion may be moved within a further six months.

4. Considerations

The meeting is to consider the motion that:

The sub-committee has overstepped its remit within the Committee Functions and Terms of Reference as set out in section 2, and whether the process under which the resolution was reached was in breach of Standing Orders 13b and 15.

The Houghton Regis Proposed New Cemetery Sub-Committee reports to Houghton Regis Town Council.

It is suggested that the Proposed New Cemetery Sub-Committee has overstepped its remit.

The Proposed New Cemetery Sub-Committee has no budget and has no authorisation under its Terms of Reference to consider financial matters. Only the Full Town Council is able to consider these.

At the meeting held on the 18th July 2022, a resolution was made to cease the investigative work at Grendall Lane site due to works being financially inhibitive. As this decision relates to financial considerations for future works, the committee should have had this decision referred to the Full Town Council. It is thus, fair to make the case that the Proposed New Cemetery Sub-Committee has overstepped its remit.

As a further point of discussion, attention is drawn to the inaccuracies with the agreed minutes from the meeting of 18th July 2022. At the meeting, as per the recording from approximately minute 50, the above-mentioned recommendations were proposed. At this point, the proposal had no second, and so deemed to have failed. An alternative was proposed, which also failed. Committee Members then reverted back to the original proposal, which under Standing Order 13b should not have been allowed to be brought

back to the table as an alternative option, as it had fallen foul of the six-month rule Standing Order 15, and this should have been advised to the committee.

Considering the information above, we submit the following motion:

The Proposed New Cemetery Sub-Committee resolutions made at the meeting held on 18th July 2022, should be made null and void, due to it being deemed to have overstepped its remit regarding financial matters that should be considered only by Full Town Council, and that the resolutions were the outcome of a breach of Standing Orders 13b and 15.

Recommendation: To consider the motion as proposed.

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