



HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire, LU5 5EY

Town Mayor: **Cllr E Cooper**
Town Clerk: **Clare Evans**

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19th March 2025

To: **Members of the Community Engagement Sub-Committee**

Cllrs: E Cooper, Y Farrell, T McMahon, C Rollins, A Slough

Co-opted members: J Batchelor, K Wattingham, L Morison

Police: Sgt Hayley Miles

Outside organisations: Bidwell West, Linnere

Notice of Meeting

You are hereby summoned to a Meeting of the **Community Engagement Sub-Committee** to be held at the Council Offices, Peel Street, on **Tuesday 25th March 2025 at 7.00 pm.**

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](#)

Sarah Gelsthorp
Civic and Events Manager

**THIS MEETING MAY BE
RECORDED¹**

Agenda

1. APOLOGIES AND SUBSTITUTIONS

¹ This meeting may be filmed by the Council for subsequent broadcast online and can be viewed at <http://www.houghtonregis.org.uk/minutes>

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. 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.

3. 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.

4. MINUTES

To approve the minutes of the meeting held on 4th February 2025.

Recommendation: To confirm the minutes of the Community Engagement Sub-Committee meeting held on 4th February 2025 and for these to be signed by the Chairman.

5. UPDATES FROM LOCAL COMMUNITY ORGANISATIONS

Updates are welcomed from Linnere, Bidwell West, Friends of Windsor Drive and The Memorial Hall.

Recommendation: To note the reports

6. EASTER EGG HUNT AND EASTER HOLIDAYS

The Easter Egg Hunt will be taking place at Houghton Hall Park on Saturday 12th April 2025 and will include:

- Easter Egg Trail around Houghton Hall Park
- Craft Stalls
- Easter Bunny Bike Activity
- Craft activities for children

Additionally, Dinosaur Activity days have been arranged for the 9th and 15th April at Houghton Hall Park, which also includes a Dinosaur Trail around the park, with prizes available from the Library.

Recommendation: To note the report.

**HOUGHTON REGIS TOWN COUNCIL
Community Engagement Sub-Committee
Draft Minutes of the meeting held on
Tuesday 4th February at 7.00pm**

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|---------------------|------------------------|--|---|
| Present: | Councillors: | T McMahon E Cooper E Costello C Rollins A Slough | Vice Chair (Substitute) |
| | Co-opted Members: | K Wattingham L Morison | |
| Also in attendance: | | Sgt H Miles E Farrier | Bedfordshire Police Land Improvement Holdings, Linmere Devt |
| | Officers: | Sarah Gelsthorp Amanda Samuels | Civic and Events Manager Administration Officer |
| | Members of the Public: | 1 | |
| Apologies: | Councillors: | Y Farrell | |
| | Co-opted Members: | J Batchelor | |
| | Others: | Bidwell West | |
| Absent: | | 0 | |

CEC31 APOLOGIES AND SUBSTITUTIONS

Apologies were received from Cllr Farrell (Cllr Costello substituted), J Batchelor and the representative from Bidwell West.

CEC32 DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None.

CEC33 QUESTIONS FROM THE PUBLIC

None.

CEC34 MINUTES

To approve the Minutes of the meeting held on 26th November 2024.

Resolved: To confirm the Minutes of the Community Engagement Sub-Committee meeting held on 26th November 2024 and for these to be signed by the Chairman.

CEC35 CO-OPTION

Members were provided with a copy of a co-option for Lorna Morison and requested to consider the application.

Members voted unanimously in favour of accepting the co-option.

Resolved: To co-option Lorna Morison to the Community Engagement Sub Committee until May 2025.

CEC36 LINMERE EVENTS

A representative from Linnere gave an update on events being held. These included

- Children's Disco, February half term
- Walking Trail 'Love Bugs Trail' – working with Chiltern School. This would include a competition for a book voucher prize.
- Soft Play at The Farmstead

Following an agreement with Central Bedfordshire Council, a cycling hub would be opening in Spring 2025 in Unit 3 at The Farmstead. Courses and other events would be taking place and further details would be provided as they became available.

There were plans in progress for an event at Easter (not an Easter egg hunt). Details TBC.

The representative from Linnere confirmed that artwork for events would be forwarded to the Civic and Events Manager.

Resolved: To note the report

CEC37 BIDWELL WEST EVENTS

The representative from the Bidwell West Community Association was unable to attend the meeting to provide an update.

CEC38 PROGRAMME OF EVENTS

The Civic and Events Manager had taken over the running of activities at Houghton Hall Park (HHP) and these events would run alongside those organised on behalf of HRTC.

Members were advised that there had been a change to the programme of events for 2024/2025 and 2025/2026. Additional events were likely to be added

The following events were planned from February 2025 - May 2025:

- **Half Term Activities at HHP:** 18, 20th and 21st February 2025, 10am-3pm. Teaching Talons would be holding a drop-in event involving animals, reptiles and birds.
- **Easter Egg Hunt,** 12th April 2025
This had been moved to the Visitor Centre and would include craft stalls

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- **VE 80 Beacon Lighting**, 8th May 2025
9.15pm with music
 - **Pride of Houghton Awards**, 10th May 2025
 - **Event at HHP** (TBC), 11th May 2025
This was likely to be a dog show and potentially take place on 17th or 18th May

The following events were planned from May 2025:

- Classics in the Park, date TBC
- Carnival 12th July 2025
- Open Air Cinema 23rd July 2025
- Skate Jam Event 24th July 2025
- Houghton Rocks 6th September 2025
- Heritage Open Day September / October 2025 (TBC)
- Fireworks Display 1st November 2025 (Saturday)
- Santa's Grotto 13th December 2025
- Easter Egg Hunt 28th March 2026

Details of additional events/activities would be made available, once confirmed.

It was also confirmed that:

- Additional activities were being planned for the Easter holidays at Houghton Hall and would be confirmed soon.
- There were hopes to tie in the Classics in the Park Car Show with the VE80 celebrations and would include music from the era.
- A craft fair was being planned for 6th December 2025.
- The Fireworks Display would take place at Bidwell West.
- Regarding the Classics in the Park event and the classic cars at Houghton Rocks, it was felt that both could take place this year, but adjustments to arrangements could be made in 2026 if necessary.
- It was hoped that the pavilion facilities at Tithe Farm would be available for the Skate Jam event in July. This would be confirmed when further details were available.

Members questioned whether HRTC would be doing anything for Red Nose Day. The Civic and Events Manager confirmed they would liaise with the Head of Environmental and Community Services, and the Community Services Manager to investigate options for participation in the event.

Resolved: To note the report

CESC39 REPORT FROM THE COMMUNITY SERVICES MANAGER

Members were provided with a report from the Community Services Manager regarding forthcoming events.

Resolved: To note the report

The Chairman declared the meeting closed at 7.19pm

Dated this 25th day of March 2024

Chairman

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