



# HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire, LU5 5EY

Town Mayor: **Cllr M Herber**  
Town Clerk: **Clare Evans**

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15<sup>th</sup> January 2026

**To:** **Members of the Community Safety Sub-Committee**  
**Cllrs:** E Cooper, Y Farrell, M Herber, T McMahon, C Slough  
**Police** Sgt Mark Payne

## Notice of Meeting

You are hereby summoned to a Meeting of the **Community Safety Sub-Committee** to be held at the Council Offices, Peel Street on **Wednesday 21<sup>st</sup> January 2026 at 11.00 am.**

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](#)

**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.

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

*No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session.*

### 3. SPECIFIC DECLARATIONS OF INTEREST

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. MINUTES

*Pages: 3 - 6*

To approve the Minutes of the first Community Safety Sub-Committee held on the 17<sup>th</sup> December 2025.

**Recommendation:** To approve the Minutes of the first Community Safety Sub-Committee held on the 17<sup>th</sup> December 2025, and for these to be signed by the Chairman.

## 5. REDEPLOYABLE CAMERA LOCATIONS

*Pages 7 - 9*

Members will find attached a schedule of redeployable camera locations.

In light of the police report, members are invited to consider if there is a need to move the redeployable cameras to different locations, or whether they should remain in situ.

**Recommendation:** To agree, on the advice of the police or other reliable information, on the location of the redeployable cameras.

## 6. “WATCH” SCHEMES UPDATE

To receive a verbal update in respect to the "Watch" schemes within the Parish.

*This report is provided for information purposes only.*

## 7. EXCLUSION OF PRESS AND PUBLIC

- Police Report

**Recommendation:** In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

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**Houghton Regis Town Council**  
**Community Safety Sub-Committee**  
**Minutes of the meeting held on**  
**17<sup>th</sup> December 2025 at 11.00 am**

Present: Councillors: Y Farrell (Chairman)  
E Cooper  
M Herber  
C Slough

Police: Sgt M Payne Bedfordshire Police

Officers: Ian Haynes Head of Environmental &  
Bianca Nagle Community Services  
Cemetery and Allotments Officer

Absent: Councillors: T McMahon

**CS1 ELECTION OF CHAIR**

Members were invited to elect a Chair for the Community Services Sub-Committee for 2025-2026.

Nominee: Y Farrell Proposed by: E Cooper  
Nominee: M Herber Proposed by: M Herber

On being put to the vote, Cllr Farrell became the Chair of Community Safety Sub-Committee for the municipal year of 2025/2026.

**CS2 ELECTION OF VICE-CHAIR**

Members were invited to elect a Vice-Chair for the Community Safety Sub-Committee for 2025-2026.

Nominee: C Slough Proposed by: C Slough  
Seconded by: E Cooper

There were no other nominations.

On being put to the vote, Cllr Slough became the Vice-Chair of Corporate Services for the municipal year of 2025/2026.

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**CS3 APOLOGIES & SUBSTITUTIONS**

None.

**CS4 QUESTIONS FROM THE PUBLIC**

None.

**CS5 SPECIFIC DECLARATIONS OF INTEREST**

None.

**CS6 MINUTES**

To approve the Minutes of the final Combating Crime Working Group held on 15<sup>th</sup> October 2025.

**Resolved: To approve the Minutes of the final Combating Crime Working Group held on 15<sup>th</sup> October 2025, and for these to be signed by the Chairman.**

**CS7 COMMITTEE FUNCTIONS & TERMS OF REFERENCE**

In accordance with Standing Order 4.j.iv. Council is required to review its delegation arrangements to committees and sub-committees.

These arrangements are set out in the Committee Functions & Terms of Reference. This document sets out the system of delegation to the Council's Committees, Sub-Committees, and Working Groups.

Members were provided with an extract from the approved Committee Functions & Terms of Reference relating to this sub-committee.

The ToRs would be agreed upon and reported to Community Services and Town Council, and updated at the AGM in May 2026. The meetings would continue to take place in working hours.

**CS8 PRIORITY SETTING MEETING**

Members were asked to discuss issues they wished the attending representative to raise on behalf of the community at the next Priority Setting meeting.

Following the change of venue for the previous meeting, Cllr Herber asked for confirmation of the venue for the next meeting. The representative from Bedfordshire Police apologised for the venue change and confirmed that the meeting would be held at Dunstable Police Station on 14<sup>th</sup> January 2026. The time was yet to be confirmed, but Cllr Herber would be informed.

Members were invited to submit any items they would like included at the meeting. The representative from Bedfordshire Police confirmed that they would supply data prior to the meeting to inform decision making. Members requested data for the previous three months, as the absence of police representation at previous meetings meant figures had not been made available.

The Head of Environmental and Community Services suggested that topics for the Priority Setting meeting be prioritised to ensure the most important items were addressed. Members were requested to provide feedback on priorities ahead of the January meeting.

**Resolved: To agree on issues to be raised at the next Priority Setting Meeting.**

#### **CS9 CBC COMMUNITY & PARTNERSHIP UPDATE**

An officer from Central Bedfordshire Council's Safer Communities & Partnership Team was not available to provide an update.

The Chair informed Members that an officer from CBC had stated that it was unlikely that a representative would attend future meetings. It was expected that the Head of Environmental and Community Services would be contacted regarding this matter.

#### **CS10 REDEPLOYABLE CCTV CAMERA LOCATIONS**

Members received a schedule of redeployable camera locations.

In light of the police report, Members considered whether to move the redeployable cameras to alternative locations or keep them in place. Members agreed to leave the cameras in situ:

- Sundon Road (an application had been submitted to relocate this camera to Thorn Park)
- Parkside Drive
- Tithe Farm Road
- Village Green Pavilion

The representative from Bedfordshire Police informed Members that a map would be generated identifying areas likely to benefit from camera surveillance. It was suggested that cameras should also be placed in areas identified through the Priority Setting process.

The Head of Environmental and Community Services had been tasked with reviewing CCTV options available to HRTC. The review was being undertaken, and the results would be brought back to this sub-committee. If it were decided that additional cameras were required, this proposal, including costings, would go to the Town Council for consideration.

**Resolved: To agree, on the advice of the Police or other reliable information, on the location of the redeployable cameras.**

**CS11 "WATCH" SCHEMES UPDATE**

Members provided a verbal update in respect of the "Watch" schemes within the Parish. Members suggested that the schemes be held at a set location with high footfall rather than engage in patrols.

It was highlighted that shoplifting and ASB were both regular incidents, especially in the Bedford Square units. The Head of Environmental and Community Services stressed the need to report incidents, thereby improving the accuracy of crime statistics and potentially freeing up police resources.

It was suggested that HRTC should engage with members of the various existing 'watch' schemes and encourage representatives to attend meetings to provide Members with updates. Members expressed a wish to improve engagement with schemes and were keen to see increased publicity. The representative from Bedfordshire Police informed Members that they could assist with promoting the schemes and suggested that residents could access the Beds Connected site, which showed upcoming events.

**CS12 EXCLUSION OF THE PRESS AND PUBLIC**

Members voted on the exclusion of the press and public:

Proposed by: Cllr Herber      Seconded by: Cllr Cooper

Votes in favour: 3

**Resolved:** In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press are to be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

**CS13 POLICE REPORT**

Members received a report regarding Operation Hana.

Members were updated on total crime figures and ASB figures for the previous month. The report also provided information on current High Demand Locations and officer updates following Op Hana patrols.

Members agreed on the areas of focus for Op Hana to remain the same.

**The Chairman closed the meeting at 12:15 pm.**

**Dated this 21<sup>st</sup> day of January 2026**

**Chairman**

## Agenda Item 5

Month	Camera Number	Current location	Members' resolution to leave or deploy.	Reasons for installation	Additional Comments	Move Number
May	1	4g-10 Sundon Road looking towards Hillborough Crescent column No 24	23/04/2025: Leave	Reduce and prevent ASB and reduce nuisance motorbikes.		
	2	4g-11 Parkside Drive Column No 13	23/04/2025: Move	Relocate the camera to Brentwood Close to reduce fly-tipping.		
	3	4g-9 Tithe Farm Road, looking towards Tithe Farm Rec	23/04/2025: Leave	Reduce ASB, and protect assets and is a high-demand area for policing		
	4	New – Village green pavilion	23/04/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
June	1	4g-10 Sundon Road looking towards Hillborough Crescent column No 24	21/05/2025: Leave	Reduce and prevent ASB and reduce nuisance motorbikes.		
	2	4g-11 Parkside Drive Column No 13	21/05/2025: Move	Relocate the camera to Brentwood Close to reduce fly-tipping.		
	3	4g-9 Tithe Farm Road, looking towards Tithe Farm Rec	21/05/2025: Leave	Reduce ASB, and protect assets and it is a high-demand area for policing		
	4	New – Village green pavilion	21/05/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
July	1	4g-10 Sundon Road looking towards Hillborough Crescent column No 24	18/06/2025: Leave	Reduce and prevent ASB and reduce nuisance motorbikes.		
	2	4g-11 Parkside Drive Column No 13	18/06/2025: Leave	Reduce fear of crime, and increase vehicle-related crime	Recommended to leave in current location	

	3	4g-9 Tithe Farm Road, looking towards Tithe Farm Rec	18/06/2025: Leave	Reduce ASB, and protect assets and it is a high-demand area for policing		
	4	New – Village green pavilion	18/06/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
August	1	4g-10 Sundon Road looking towards Hillborough Crescent column No 24	16/07/2025: Leave	Reduce and prevent ASB and reduce nuisance motorbikes.		
	2	4g-11 Parkside Drive Column No 13	16/07/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
	3	4g-9 Tithe Farm Road, looking towards Tithe Farm Rec	16/07/2025: Leave	Reduce ASB, and protect assets and it is a high-demand area for policing		
	4	New – Village green pavilion	16/07/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
September	1	4g-10 Sundon Road looking towards Hillborough Crescent column No 24	20/08/2025: Leave	Reduce and prevent ASB and reduce nuisance motorbikes.		
	2	4g-11 Parkside Drive Column No 13	20/08/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
	3	4g-9 Tithe Farm Road, looking towards Tithe Farm Rec	20/08/2025: Leave	Reduce ASB, and protect assets and it is a high-demand area for policing		
	4	New – Village green pavilion	20/08/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
October	1	4g-10 Sundon Road looking towards Hillborough Crescent column No 24	17/09/2025: Redeploy	Reduce and prevent ASB and reduce nuisance motorbikes.	To redeploy this camera to Thorn Park.	
	2	4g-11 Parkside Drive Column No 13	17/09/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		



	3	4g-9 Tithe Farm Road, looking towards Tithe Farm Rec	17/09/2025: Leave	Reduce ASB, and protect assets and it is a high-demand area for policing		
	4	New – Village green pavilion	17/09/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
December	1	4g-10 Sundon Road looking towards Hillborough Crescent column No 24	17/09/2025: Redeploy	Reduce and prevent ASB and reduce nuisance motorbikes.	To redeploy this camera to Thorn Park.	
	2	4g-11 Parkside Drive Column No 13	17/09/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
	3	4g-9 Tithe Farm Road, looking towards Tithe Farm Rec	17/09/2025: Leave	Reduce ASB, and protect assets and it is a high-demand area for policing		
	4	New – Village green pavilion	17/09/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
January	1	4g-10 Sundon Road looking towards Hillborough Crescent column No 24	17/09/2025: Redeploy	Reduce and prevent ASB and reduce nuisance motorbikes.	To redeploy this camera to Thorn Park.	
	2	4g-11 Parkside Drive Column No 13	17/09/2025: Leave	Reduce fear of crime, and increase vehicle-related crime		
	3	4g-9 Tithe Farm Road, looking towards Tithe Farm Rec	17/09/2025: Leave	Reduce ASB, and protect assets and it is a high-demand area for policing		
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