



HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire, LU5 5EY

Town Mayor: **Cllr D Jones**

Tel: 01582 708540

Town Clerk: **Clare Evans**

e-mail: info@houghtonregis-tc.gov.uk

8th July 2026

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

Notice of Meeting

[MEETING LINK](#)

All attendees are reminded that this meeting must be conducted in a respectful and considerate manner. Comments should remain appropriate and non-defamatory, as behaviour that undermines dignity, respect, or integrity will not be permitted.

You are hereby summoned to a Meeting of the **Community Safety Sub-Committee** to be held at the Council Offices, Peel Street on **Wednesday 15th July 2026 at 11.00 am.**

Clare Evans
Town Clerk

**THIS MEETING MAY
BE RECORDED ***

AGENDA

1. ELECTION OF CHAIR

Members are invited to elect a Chair for the Community Safety Sub-Committee for the municipal year 2026-2027.

2. ELECTION OF VICE-CHAIR

Members are invited to elect a Vice-Chair for the Community Safety Sub-Committee for the municipal year 2026-2027.

3. APOLOGIES & SUBSTITUTIONS

**This meeting may be filmed by the Council for subsequent broadcast online and can be viewed at <https://houghtonregis-tc.gov.uk/council/committees>*

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.

4. 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.

5. 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.

6. MINUTES

Pages: 4-7

To approve the Minutes of the Community Safety Sub-Committee held on the 20th May 2026.

Recommendation: **To approve the Minutes of the Community Safety Sub-Committee held on the 20th May 2026, and for these to be signed by the Chairman.**

7. COMMITTEE FUNCTIONS & TERMS OF REFERENCE

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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 Committees, Sub-Committees and Working Groups of the Council.

Members will find attached the extract from the approved Committee Functions & Terms of Reference which relates to this sub-committee.

This report is provided for information purposes only.

8. CCTV PRESENTATION

Colleagues from Central Bedfordshire Council's – Community Safety Team will present, about the latest improvements to the CCTV team and how they can help identify hotspot locations using police crime and ASB data.

This report is provided for information purposes only.

9. REDEPLOYABLE CAMERA LOCATIONS

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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.**

9. “WATCH” SCHEMES UPDATE

To receive a verbal update in respect of the "Watch" schemes within the Parish, and to discuss the best ways to promote and engage with them.

Recommendation: **To agree on the best ways to engage with “Watch” schemes within the Parish.**

10. 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
Wednesday 20th May 2026 at 11.00 am

Present: Councillors: E Cooper (Chair)
M Herber
D Jones (Substitute)
T McMahon
C Slough

Officers: Bianca Nagle Project Manager
Louise Senior Head of Democratic Services

Also Present: Juliet Wright (virtual) Bedfordshire Police

CS41 APOLOGIES & SUBSTITUTIONS

Apologies were received from Councillor Farrell (Councillor Jones substituted). Cllr Cooper was appointed Temporary Chair.

CS42 QUESTIONS FROM THE PUBLIC

None.

CS43 SPECIFIC DECLARATIONS OF INTEREST

None.

CS44 MINUTES

To approve the Minutes of the meeting held on 15th April 2026.

Resolved: To approve the Minutes of the meeting held on 15th April 2026 and for these to be signed by the Chairman.

CS45 SPEED WATCH HOUGHTON REGIS

A member of Bedfordshire Police's Community Policing outlined the process of setting up a Community Speedwatch for Houghton Regis. Members were advised on the scheme as follows:

- Speedwatch was an educational program rather than an enforcement.
- A minimum of four volunteers was required to start a group, with one member acting as co-ordinator.
- Bedfordshire Police focused on sites with a history of issues and conducted risk assessments at those locations
- One member would be required to undergo vetting

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- There would be a short online training package for participants to read
 - Bedfordshire police would attend the site to demonstrate how the equipment and process worked.
 - Bedfordshire Police would provide support at the commencement of activities
 - Volunteers were required to register: the speed of the car; the registration number; make; model; and colour
 - Upon completion, the results would be submitted to Bedfordshire Police who would write to the car owner. Police would visit any drivers who were caught on more than one occasion
 - Every group was requested to carry out two, one-hour sessions each month during daylight hours

Bedfordshire Police could provide leaflets to distribute to encourage volunteers.

Once Bedfordshire Police received a confirmation email from HRTC, they would begin the process.

Members thought that the named co-ordinator should initially be either the Project Manager or the Head of Environmental and Community Services. Once volunteers were familiar with the process, the role of co-ordinator could be transferred to a member of the Speedwatch group.

Cllr Slough joined the meeting.

Resolved: To agree to the terms of getting a scheme up and running. Nominate at least 4 volunteers, and consider who will serve as the group's coordinator.

CS46 REDEPLOYABLE CCTV CAMERA LOCATIONS

Members received a schedule of redeployable camera locations.

In light of the police report, Members considered whether to relocate the redeployable cameras or leave them in situ.

Members noted that the camera at Sundon Road was still awaiting relocation in response to HRTC's request.

As no police representative had attended the meeting to advise Members, it was proposed that the recommendation:

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

should be deferred to the next meeting.

CS47 “COMMUNITY SAFETY EQUIPMENT

Members were asked to consider ringfencing £20,000 from cost centre 306/4059 for other professional fees, with available funding of £41,000 to be allocated to the purchase of additional Closed-Circuit Television (CCTV) and new Automatic Number Plate Recognition (ANPR) cameras. The style and type of equipment to be agreed upon, subject to completion of a product life cycle audit.

A Member highlighted that the professional fees were originally intended to fund extra police presence in the town. Concerns were expressed regarding whether cameras provided a sufficient deterrent; whether HRTC would not control the cameras; and whether spending on externally operated systems lacked accountability.

Members requested that further discussions took place during private session.

Proposed by: Cllr McMahon Seconded by: Cllr Herber

Members voted unanimously in favour of the proposal to defer this item.

Resolved: To approve that up to £20,000 from cost centre 306/4059 Other Professional Fees, with available funding of £41,000, be allocated for the purchase of additional Closed-Circuit Television (CCTV) and new Automatic Number Plate Recognition (ANPR) cameras, subject to completion of a product life cycle audit.

CS48 EXCLUSION OF THE PRESS AND PUBLIC

Members voted on the exclusion of the press and public:

Proposed by: Cllr McMahon Seconded by: Cllr Herber

Votes in favour: 5

Resolved: 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.

CS49 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 for the areas of focus for Op Hana to remain the same.

CS50 OP HANA SLA 26/27

Members discussed the SLA and agreed that the budget for 26/27 should be committed by HRTC at £20,000, and that the sub-committee Chair should sign the SLA once it is available.

The Chairman closed the meeting at 12:23 pm.

Dated this 15th day of July 2026

Chairman

DRAFT

**Community Safety Sub Committee (reporting to Community Services Committee)
(meetings to be held within normal working hours)**

Terms of Reference

- To monitor the Council's Service Level Agreement with Bedfordshire Police for the provision of additional policing within the parish of Houghton Regis known as Operation Hanna
- To receive bi-monthly written reports and monthly verbal reports from Bedfordshire Police on the work completed under Operation Hanna
- To consider the forthcoming months' actions by Bedfordshire Police under Operation Hanna
- To monitor the Council's Service Level Agreement with Central Bedfordshire Council for the management of the re-deployable CCTV cameras
- To manage the formulation and implementation of the Council's Community Safety Strategy
- To manage action under the Council's enviro crime project
- To report its decisions to Community Services Committee

Functions

- The Combating Crime Working Group shall function and operate in accordance with the Council's approved Standing Orders.
- The Combating Crime Working Group shall consist of five Councillors. The quorum shall be half its members (three).



COMMUNITY SAFETY SUB-COMMITTEE

Redeployable Cameras Locations July '26

Month	Camera #	Location	Reasons for installation	Leave or redeploy	If redeploy where, and why
July	1	Sundon Road looking towards Hillborough Crescent column No 24	Reduce and prevent ASB, and reduce nuisance motorbike noise.		
	2	Parkside Drive Column No 13	Reduce the fear of crime and increase vehicle-related crime.		
	3	Tithe Farm Road, looking towards Tithe Farm Recreation Ground	Reduce ASB and protect assets; it is a high-demand policing area.	Redeploy	A request has been made to CBC for camera 3 to be moved to the top of Sundon Road by The Farmstead Complex, for Vehicle-related anti-social behaviour (ASB)
	4	The Green, looking towards the Village Green Pavilion	Reduce the fear of crime and increase vehicle-related crime.		