

**HOUGHTON REGIS TOWN COUNCIL**  
**Community Services Committee**  
**24<sup>th</sup> June 2019 at 7.00pm**

Present: Councillors: K Wattingham Chairman  
J Carroll  
C Copleston  
Y Farrell  
S Goodchild  
T McMahon  
A Slough

Officers: Clare Evans Town Clerk  
Tara Earnshaw Community Development Officer  
Louise Senior Head of Democratic Services

Public: 0

**9966 APOLOGIES & SUBSTITUTIONS**

None.

**9967 QUESTIONS FROM THE PUBLIC**

None.

**9968 SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

None.

**9969 ELECTION OF VICE CHAIR**

Members were invited to nominate and elect a Vice Chair for the Community Services Committee.

Nominee: Cllr Copleston Nominated by: Cllr Slough  
Seconded by: Cllr Farrell

No other nominations were received.

On being put to the vote Cllr Copleston was duly elected as Vice-Chair for the Community Services Committee for the municipal year 2019/ 2020.

**9970 MINUTES**

To approve the minutes of the meeting held on 11<sup>th</sup> February 2019.

**Resolved: To confirm the minutes of the Community Services Committee meetings held on 11<sup>th</sup> February 2019 and for these to be signed by the Chairman.**

#### **9971 REPORT FROM YOUTH COUNCIL**

Representatives from Houghton Regis Youth Council attended the meeting to report on the events and activities they had been involved with.

Members were advised of some of the events that had been attended by Youth Council members:

- Mayor's Inauguration
- May Day
- Pride of Houghton Youth Awards
- Easter Egg Hunt
- Civic Service
- Red Nose Day
- Birds of Prey
- Cat Protection event

Members were advised that in addition to the events attended, the Youth Council had attended regular fortnightly meetings where event planning and decisions had been made. Pride of Houghton Youth Awards had involved a lot of planning which had been completed at these meetings.

Members agreed to move agenda items 7 and 8 to later in the meeting as the representative from Groundwork had not yet arrived.

#### **9972 COMMUNITY SERVICES**

Members received a report which updated members on work undertaken by the Community Development Officer.

Members were advised that the new phase of Shop Local had been launched with 42 businesses signed up. The new phase would be for twelve months rather than 6. The Birds of Prey event held in Bedford Square had drawn in large numbers of people, Red Nose Day was held inside due to poor weather on the day. Despite poor weather, the event was a success with over £400 raised for Comic Relief.

Work for the summer youth provision was underway. The family day trip to Southend was planned, with two coaches booked based on the success of the trip last year.

Funding had been received for the Graffiti Project, which had been completed at the Skate Park and Parkside Pavilion. Sessions had been attended by young people prior to completion of the artwork.

Work was ongoing with Houghton Together, which had delivered a music event in Bedford Square.

The Graffiti Project was commended and had received positive feedback.

Members queried whether the shops had provided feedback on any increase in footfall arising from events and Shop Local. Members were advised that these figures had not been collated, as not all shops had returned the evaluation form.

Members were advised that work to compile a questionnaire to roll out to youths in the area was ongoing. Results would be fed back into the Councils Vision.

**Resolved: To note the report.**

**9973 TO RECEIVE THE MINUTES OF THE FOLLOWING WORKING GROUPS AND CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Events Working Group	13 <sup>th</sup> February, 6 <sup>th</sup> March, 3 <sup>rd</sup> April, 24 <sup>th</sup> April 2019
Combating Crime Working Group	19 <sup>th</sup> December 2018, 23 <sup>rd</sup> January 20 <sup>th</sup> February, 20 <sup>th</sup> March, 17 <sup>th</sup> April 2019

**Resolved: To receive the following Minutes:**

<b>Events Working Group</b>	<b>13<sup>th</sup> February, 6<sup>th</sup> March, 3<sup>rd</sup> April, 24<sup>th</sup> April 2019</b>
<b>Combating Crime Working Group</b>	<b>19<sup>th</sup> December 2018, 23<sup>rd</sup> January 20<sup>th</sup> February, 20<sup>th</sup> March, 17<sup>th</sup> April 2019</b>

**9974 BUDGET REVIEW & INCOME AND EXPENDITURE REPORT**

Members received a report on the Community Services Committee's budget for 2019/20 supported by the relevant extract from the and income and expenditure report.

Members were requested to note the following committed Community Services Committees projects:

- Youth Services including;
  - Easter & Summer Playscheme (delivered in-house)
  - Youth Council (delivered in-house)
  - Pop-Up Cafes (delivered by Groundwork)
- Community Services including;
  - Shop Local (delivered in-house)
  - Town centre events / attractions (delivered in-house)
  - Public toilet cleaning (delivered by contractors)
  - Christmas lights (delivered by contractors)
- Communications including
  - Town crier
  - Website
- Events
- Grants including
  - Key Partners
  - Large Capital Grants
  - Small Project Grants
  - Mayors Christmas cards and voucher
- Community Safety
  - Enviro-crime – redeployable CCTV cameras, community safety initiatives

- High visibility policing project
- Civic Services
  - Mayoral allowance
  - Civic events
  - Civic regalia

It was advised that the income from events and sponsorship had dropped significantly from the initial predicted amount resulting in the need to reduce event expenditure.

The reduction of expenditure necessary for events was queried and the suggestion of a breakdown of the costs for each event would be beneficial to members. Members were advised that these figures would be presented at the Events Working Group.

A member suggested that the Events Working Group would benefit from becoming a Sub-Committee as it was involved with a large amount of expenditure.

*7.30pm David Ramsay from Groundworks arrived.*

It was queried whether sponsorship opportunities had been fully explored. Members were advised that this avenue had been exhausted with all suggestions from councillors fully explored. Members were advised that in previous years sponsorship had successfully increased when councillors had time available to canvass face to face.

Members queried the number of residents who would qualify for the Mayors Christmas Appeal Fund. Members were advised that a GDPR completion form had been sent out to residents, however, around 60% of which had been returned. Concerns were raised that the number of qualifying residents was unknown, and there could be an influx of qualifying residents signing up for the fund.

Members were advised that the increase of the Mayors Christmas Appeal Fund had been set by councillors at the last budget setting meeting.

- Resolved:**
- 1. To request that Events Working Group give consideration to ways to reduce expenditure on council events by £6500 to offset the predicted reduction in event income and sponsorship pending the outcome of recent efforts to secure additional sponsorship;**
  - 2. To enhance the Mayors Christmas Appeal Fund initiative by increasing the value of the voucher to £3.50.**

## **9975 REPORT FROM GROUNDWORK**

A representative from Groundwork attended the meeting to report on the youth work Groundwork had recently completed in Houghton Regis on behalf of Central Bedfordshire Council.

Members were advised that session attendance numbers had been at 20 / 25 although numbers had dropped during the school holidays. Members were advised that the programme of events and activities were varied with quizzes, fun activities and visitors to offer advice and support.

A session for older youths had been introduced, however the number of attendees had fallen quickly, figures would be assessed until summer, a decision would then be made whether it was worthwhile to continue these sessions.

Members were advised that Groundwork had secured a five-year tender for Central Bedfordshire Council Youth provision in Houghton Regis.

#### **9976 HRTC YOUTH SERVICES**

A representative from Groundwork attended the meeting to report on the youth work Groundwork had recently completed on behalf of HRTC in delivering the pop-up youth cafes.

Members were advised that the numbers of young people attending the Pop-up-Cafe averaged at 10 – 15. Young people were enjoying the preparation of simple foods; donuts, toasties, smoothies and had considered planning a roast dinner. There were some enhanced sessions planned with details to be confirmed.

Members were advised that a ban had been imposed on a young person due to unacceptable behaviour.

Members queried a Food Hygiene course for the young people, members were advised that investigation into this was ongoing and a suitable training programme was being sought.

#### **9977 VISION UPDATE**

Members received a review of the initiatives under this committee.

Members queried whether completed projects should be removed from the document, members were reminded that members had agreed for the items to remain on the document, but colour coded accordingly. Members were advised that the vision setting process for the next 4 years was imminent and would likely be completed over three sessions, with scope to extend to four sessions if necessary.

**Resolved: To note the report.**

**The Chairman declared the meeting closed at 8.10pm**

**Dated this 2<sup>nd</sup> day of September 2019.**

**Chairman**