

**HOUGHTON REGIS TOWN COUNCIL**  
**Community Services Committee**  
**10<sup>th</sup> February 2020 at 7.00pm**

Present: Councillors: K Wattingham Chairman  
Y Farrell  
S Goodchild  
T McMahon  
A Slough

Officers: Clare Evans Town Clerk  
Tara Earnshaw Community Development Officer

Public: 0

Apologies: J Carroll  
C Copleston

**With members agreement the Chair advised that he would change the order of the agenda**

**11139 APOLOGIES & SUBSTITUTIONS**

Apologies were received from Cllr J Carroll and C Copleston.

**11140 QUESTIONS FROM THE PUBLIC**

None.

**11141 SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

Cllr Goodchild advised she had been involved with the Youth Club application as part of the CBC grant process.

**11142 MINUTES**

To approve the minutes of the meetings held on 28th October and 4th November 2019.

Minute 10108 - Grant Applications

Cllrs Wattingham and McMahon advised they had visited Magpas Air Ambulance. It was well worth the visit.

**Resolved: To confirm the minutes of the Community Services Committee meetings held on 28<sup>th</sup> October and 4<sup>th</sup> November 2019 and for these to be signed by the Chairman.**

**11143 REPORT FROM GROUNDWORK**

Mr D Ramsay from Groundwork was in attendance to report on the youth work Groundwork had recently completed in Houghton Regis on behalf of Central Bedfordshire Council.

Youth Club has continued to be well supported by young people attending. There have been some challenges from certain young people but these were being addressed. Some educational activities around drug and home safety use were being planned over the next few months.

It was advised that there would be a change in personnel at Groundwork in relation to the senior youth worker. The support of the council had been appreciated. The recruitment process was queried. It was advised that the young people had been informed.

It was advised that a young person had expressed an interest in attending the Youth Council, the Youth Club and the Pop Up Café. This would be followed up on.

The council noted their appreciation for the work that Mr Ramsay had completed in the town.

#### **11144 HRTC YOUTH SERVICES**

Mr D Ramsay from Groundwork was in attendance to report on the youth work Groundwork had recently completed on behalf of Houghton Regis Town Council.

Members received an overview report to date.

This facility was going from strength to strength, with numbers increasing and positive feedback being received. There have been some challenges over different types of young people attending.

**Resolved: To note the report.**

#### **11145 GRANT APPLICATIONS**

Members were able to inspect supporting information provided by the applicants at the Council Offices.

Members were advised that £1101 remained in the Small Project Grants budget.

Members were advised that the following application had been received for a small project grant.

<i>Applicant</i>	<i>Total project cost</i>	<i>Amount requested</i>	<i>Brief description</i>
Groundwork East	£960	£480	Furniture & resources for Youth Centre

It was advised that the CBC grant towards this project had recently been approved.

**Resolved: To approve the Small Capital Grant Applications as detailed.**

**End of Award Report**

In accordance with the Grant Scheme Members received End of Award Reports from the following groups:

- Sorted Counselling Services
- Keech

Members queried the SORTED Impact Report. This would be investigated.

Cllr McMahon advised that she had recently visited Keech and was very impressed by the environment they had created.

**Resolved: To note the End of Award Reports.**

#### **11146 COMMUNITY SERVICES**

Members received a report from the Community Development Officer detailing work completed.

A representative from the Youth Council addressed the meeting. It was advised that the most recent initiative, #KINIFEFREE Houghton, had been well received by the community and Bedfordshire Police. Members of the youth council enjoy being part of an event and engaging with the community. The Youth Council were thanked for all their work and commitment to the town. It was noted that the Youth Council had been put forward for the High Sherriff's Award.

The Community & Youth Officer was thanked for her work.

**Resolved: To note the End of Award Reports.**

#### **11147 TO RECEIVE THE MINUTES OF THE FOLLOWING WORKING GROUPS AND CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Events Working Group	2 <sup>nd</sup> , 7 <sup>th</sup> , 30 <sup>th</sup> October 2019.
Combating Crime Working Group	16 <sup>th</sup> October, 20 <sup>th</sup> November, 18 <sup>th</sup> December 2019.

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

<b>Events Working Group</b>	<b>2<sup>nd</sup>, 7<sup>th</sup>, 30<sup>th</sup> October 2019.</b>
<b>Combating Crime Working Group</b>	<b>16<sup>th</sup> October, 20<sup>th</sup> November, 18<sup>th</sup> December 2019.</b>

#### **11149 INCOME & EXPENDITURE REPORT**

Members received the income and expenditure report, highlighting significant variances, for Community Services Committee to date.

**Resolved: To note the report.**

#### **11150 COMMUNITY SERVICES BUDGET FOR 2020/21**

Members received the approved budget for 2020/21 for the Community Services Committee supported by the budget explanation. The following points were of note:

302-4227 Community Services, agreed budget £3000

Member decision during the budget setting process to remove the funding for the benchmarking survey. The Community Services Committee were invited to consider alternative funding possibilities. It was suggested that the council could consider funding for this report in the subsequent financial year.

303-4059 Other professional fees, agreed budget £350

Member decision during budget setting process to reduce this budget to enable Survey Monkey subscription only (removal of provision for Social media management and Enviro crime reporting ap)

Members discussed ways to attract sponsorship of events. It was requested that staff seek sponsorship in person. It was noted that this was time intensive and the return was not significant. It was agreed that the Shop Local promotion to local businesses would also be used to promote sponsorship packages.

**Resolved: To note the report.**

## 11151 TOWN GUIDE

Budget provision had been made in 2020/21 for the production of a new Town Guide. This publication was delivered to every household and additional copies were provided for ad hoc distribution.

Members were requested to consider the contents of the Town Guide. The following suggestions were made:

- Title: Official Town Guide 2020-2023
- Contents page
- Introduction / Foreword from the Town Council
- Welcome
- HRTC contact details
- Town Councillors details, including council responsibilities
- Central Bedfordshire Councillors details, including council responsibilities
- Local History
- HRTC Vision
- Local events, including Shop Local
- Community grants
- Pride of Houghton and Honorary Freeman awards
- Parks, recreational, leisure and sports facilities
- Transport
- Town map
- Strategic projects
- Retail offer
- Local directory

It was advised that sports clubs were included in the guide under the local directory. If a club wanted an advert, they were able to purchase advertising space.

It was requested that costs be investigated for producing the publication on recyclable paper.

**Resolved: To note the content of the Town Guide 2020-2023.**

**11151 EXCLUSION OF PRESS AND PUBLIC**

- Youth Services

**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.**

**11152 YOUTH SERVICES**

Members received a verbal update on the HRTC Youth Services provision for 2020/21.

**Resolved: To seek to deliver the pop up cafes and resource the Youth Council on an in-house basis and to refer to Corporate Services Committee to establish a suitable staff resource.**

**The Chairman declared the meeting closed at 8.43pm**

**Dated this 22<sup>nd</sup> day of June 2020**

**Chairman**