

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

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

Officers: Debbie Marsh Corporate Services Manager  
Louise Senior Head of Democratic Services

Public: 8

**11377 APOLOGIES & SUBSTITUTIONS**

None.

**11378 QUESTIONS FROM THE PUBLIC**

None.

**11379 SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

Cllr Wattingham declared a non-pecuniary interest in the grant for the Memorial Hall as his role as Chair of the Memorial Hall Committee, accordingly, Cllr Wattingham neither participated in discussion nor voted on this grant application. Cllr Copleston chaired the meeting for the duration of this discussion. Cllrs Wattingham and Copleston declared a non-pecuniary interest in the grant for Churches Together as they were employed by Safer Luton Partnership, accordingly, they neither participated in discussion nor voted on this grant application. Cllr McMahan chaired the meeting for the duration of this discussion. Cllr Goodchild declared a non-pecuniary interest in the grant for the Churches Together application, as a member of the Baptist Church. Cllr Goodchild also declared a non-pecuniary interest, as a Central Bedfordshire Councillor and member of the review panel that had reviewed Central Bedfordshire's entire voluntary and community sector. Accordingly, Cllr Goodchild neither participated in discussions nor voted on these grant applications. Cllr Farrell declared a non-pecuniary interest in the grant for the Memorial Hall as a trustee on the Memorial Hall Committee. Cllr Farrell also declared a non-pecuniary interest, as a Central Bedfordshire Councillor and member of the review panel that had reviewed Central Bedfordshire's entire voluntary and community sector. Accordingly, Cllr Farrell neither participated in discussions nor voted on these grant applications.

**11380 KEY PARTNERS - ANNUAL REVIEW OF EXISTING**

Members were reminded that Key Partner status had been awarded to these organisations for the financial years 2020/21, 2021/22, 2022/23 and 2023/24.

Members were advised that the Council offered the early release of funding to these organisations to help them through difficulties arising from Covid-19. Community Action Bedfordshire and Houghton Regis Heritage Society benefited from this offer.

Representatives from SORTED, Keech Hospice Care, Community Action Bedfordshire, South Beds Dial-a-Ride, Houghton Regis Memorial Hall, Full House Theatre and the Houghton Regis Heritage Society spoke briefly to thank the Committee for previous support and for the offer of an early release of funding during this difficult time.

The following summarises the amount of the Key partner award:

Dunstable & District CA	£2,000
SORTED	£2,000
Keech Hospice Care	£2,500
Community Action Bedfordshire	£2,500 (received)
South Beds Dial A Ride	£1,125.50
Houghton Regis Memorial Hall	£2,000
Full House Theatre	£1,500
Houghton Regis Heritage Society	£500 (received)

**Resolved: To approve the release of funding as detailed for the financial year 2020/21.**

## 11381 GRANT APPLICATIONS

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

### Large Capital Grant

Members were advised that the following applications had been received for a large capital grant.

Large capital grants were awarded within the financial in which they were received and were budgeted for in the next financial year, as such applicants would receive the funding in the April of the following financial year.

<i>Applicant</i>	<i>Total project cost</i>	<i>Amount requested</i>	<i>Brief description</i>
Churches Together in Houghton Regis*	£3,171	£1000	To help facilitate a drive-in style Community Carol Service

### Small Capital Grants

Approved small project grant:

<i><b>Applicant</b></i>	<i><b>Total project cost</b></i>	<i><b>Amount requested</b></i>	<i><b>Brief description</b></i>
Dunstable Food Bank	£500	£200	To provide Christmas parcels to children.

Members were advised that £2,800 remained in the Small Grant Fund. Members considered information for the following Grant Application:

<i><b>Applicant</b></i>	<i><b>Total project cost</b></i>	<i><b>Amount requested</b></i>	<i><b>Brief description</b></i>
Churches Together in Houghton Regis*	£3,171	£500	To help facilitate a drive-in style Community Carol Service

\* Members were advised Churches Together in Houghton Regis had submitted 2 grant applications, one Small Project at £500 and one Large Project at £1000. Both applications were to support the provision of a drive-in style Community Carol Service in Houghton Regis.

The grant criteria stated:

No more than one application could be made per organisation, per financial year.

The applicant advised, that if members had concerns, they would be prepared to withdraw the small Project application and increase the Large Project Application to £1500.

The applicant also advised that should Covid related restrictions alter, the plans for this event they would alter accordingly. The organiser would seek to ensure financial flexibility with all contractors who were engaged to support this event. Should the event not proceed, and expenses not be incurred, the organiser would not draw down on the grant award.

Although this financial request had been submitted through the council's grant process, Members were advised that there were sufficient funds in 304-4222, Events, which could be allocated for this event.

Members were requested to consider the Small and Large Capital Grant Applications as detailed and to confirm whether these were to be funded through the grant process or through the Council's event budget. Churches Together had indicated that they would like to see the event delivered as a shared project with HRTC and Morrisons. It was suggested that the council, in addition to a funding contribution, also offer assistance in terms of planning the event.

Members asked the applicant various questions in relation to the provision of toilets, proposed control measures should there be an increase of ad hoc attendees, timings and safety.

Members were advised that the organiser had a meeting scheduled with Central Bedfordshire Councils Safety Advisor Group (SAG), in the near future, where it was envisaged solutions could be found to mitigate concerns.

**Resolved: To support the Drive in Carol Concert Proposal by Churches Together in Houghton Regis and to offer £1500 from 304-4222.**

**End of Award Report**

In accordance with the Grant Scheme successful applicants were required to submit an End of Award Report. As this was the first meeting of the council year in which grants were considered there were no End of Award Reports to present.

**Resolved: To note no End of Award Reports were presented.**

**The Chairman declared the meeting closed at 9.04pm**

**Dated this 2nd day of November 2020**

**Chairman**