

**MINUTES OF THE MEETING OF HOUGHTON REGIS PARTNERSHIP  
COMMITTEE  
HELD AT THE COUNCIL OFFICES, PEEL STREET  
ON 28<sup>th</sup> JANUARY 2020**

Present: Town Cllrs: J Carroll (Substitution), D Jones, K Wattingham and  
Vacancy  
CBC Cllrs: A Ryan (Chair), Y Farrell, S Goodchild  
CBC Officers: Sarah Hughes, Community Engagement Manager  
HRTC Officers: Clare Evans, Town Clerk  
Louise Senior, Head of Democratic Services

In Attendance: Mr S Caldbeck, Place Programme Manager

Apologies: Cllr Abbott, HRTC Councillor  
Cllr Hamill, CBC Councillor

Members of the public: 2

**840 APOLOGIES AND SUBSTITUTIONS**

Apologies were received from Cllr P Hamill and Cllr Abbott (Cllr Carroll substituted)

**841 QUESTIONS FROM THE PUBLIC**

Information was requested on the Woodside Link footpaths, and whether they would undergo improvements now ownership had been returned to Central Bedfordshire Council.

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

Cllr Goodchild declared a non-pecuniary interest in item 8, CBC Community Assets Grants Scheme, as she is a ward representative where the pavilion is located. She would declare this interest at any discussions with Central Bedfordshire Council at the time.

Cllr Farrell declared a non-pecuniary interest in item 8, CBC Community Assets Grants Scheme, as she is a ward representative where the pavilion is located. She would declare this interest at any discussions with Central Bedfordshire Council at the time.

**843 MINUTES**

To approve the Minutes of the meeting held on 29<sup>th</sup> October 2019.

**Resolved: To approve the Minutes of the meeting held on 29<sup>th</sup> October and for these to be signed by the Chairman.**

#### **844 TOWN CENTRE BENCHMARKING REPORT**

Members received the Houghton Regis Town Centre Benchmarking report.

Mr S Caldbeck, Place Programme Manager, Central Bedfordshire Council was in attendance to facilitate a discussion on how to take the report forward. As part of this discussion members considered establishing a task and finish group to consider the scope of findings and to develop a prioritised action plan to address identified issues or opportunities. Members were advised that it was intended that should a task and finish group be established that meetings would be held during normal working hours.

Members were advised that the report would be available to view on the Central Bedfordshire Council website in two to three weeks from the date of this meeting.

Members were advised, in order to determine areas of priority, that the production of an action plan was needed by the end of the calendar year, which would be reported back to the Town Partnership Committee.

Members raised concerns regarding the accuracy of data within the report. Members were advised to highlight errors to the Town Clerk who would feed the information back.

A member of the public requested permission to use the Benchmarking report by the Neighbourhood Plan Steering Group. It was advised that the report could be used.

Members were invited to put their name forward for the opportunity to become a member of a task and finish group.

Councillor Jones, Councillor Farrell and Councillor Wattingham volunteered to join the task and finish group.

In their absence, it was requested that Councillor Hamill and Councillor Abbott be contacted to ask if they wished to become members of the group. If neither Councillor accepted, Councillor Goodchild would attend.

**Resolved: To establish a task and finish group with the following Committee Functions and Terms of Reference:**

- 1. To consider the scope of findings of the Houghton Regis Benchmarking Report**
- 2. To develop a prioritised action plan to address identified issues**
  - To report back to the Partnership Committee**
  - To comprise 4 members**

#### **845 PARTNERSHIP COMMITTEE WORKPLAN**

Members were invited to consider the Partnership Committee workplan.

Members were also requested to consider the workplan for 2020/21. A suggested Draft Workplan was attached.

This was an important forward planning document. Items for consideration should be those of significant importance to the town. There was some scope for flexibility so that items could be scheduled earlier or later.

It was queried that some items on the workplan for the current year had not been included on the agenda. Members were advised that some items had rolled forward from previous meetings as more details were needed.

Members confirmed that the specific requirements of the committee regarding the Chalk Pit was of its future management and maintenance. In relation to Tithes Farm car park, was over its ownership and management. It was agreed that this information would be CBC shared by e-mail.

Members raised concerns regarding the parking strategy. Members were advised that there had been a delay in the publication of the report, the report would be fed back to the committee when available.

Regular updates were requested on:

- The feasibility study for the Kingsland site.
- The health hub.
- Addressing health and wellbeing inequalities
- School places, as consideration may need to be given to bringing forward the building of an additional primary school.

#### **846 CBC UPDATE REPORT**

Members received the CBC update report.

Members raised concerns over illegally parked cars in Houghton Regis. It was queried whether Parking Attendants visited the town to enforce parking restrictions.

Members were advised of the removal request of payphones following Ofcom guidance. Members were advised that Central Bedfordshire Council would be objecting to their removal.

Members were advised that nominations for the 6<sup>th</sup> Cheering for Volunteering awards were open; the closing date was April 2020. It was requested that Houghton Regis Town Council promote the event on their website and on social media.

**Resolved: To note the report.**

#### **847 CBC COMMUNITY ASSETS GRANTS SCHEME**

Members were advised of the format of this grants scheme by Mrs Hughes, Community Engagement Manager, CBC.

Members were updated on the HRTC consideration of potential grants under this scheme by Ms Evans, Town Clerk, HRTC. Members received the report to Town Council which detailed options and made the following recommendation:

*To support a grant application being made to the CBC Community Grants Scheme for the refurbishment of Orchard Close pavilion subject to CBC ward councillor endorsement.*

As the Town Council had supported the officer recommendation, the Partnership Committee was asked to consider and endorse the HRTC grant application.

**Resolved: To endorse the Town Council application for funding for the refurbishment of Orchard Close pavilion.**

**The Chairman declared the meeting closed at 8.11pm.**

**Dated this     day of     2020**

**Chairman**