

**HOUGHTON REGIS TOWN COUNCIL
Community Engagement Sub-Committee
Draft Minutes of the meeting held on
Tuesday 26th November 2024 at 7.00pm**

Present:	Councillors:	Y Farrell T McMahon C Rollins	Chair
	Officers:	Sarah Gelsthorp Amanda Samuels	Civic and Events Manager Administration Officer
	Co-opted members	N Batchelor K Wattingham	
Also in attendance:		E Farrier D Feather	Land Improvement Holdings, Linmere Development Bidwell West Community Assoc
Apologies:	Councillor:	A Slough Sgt H Miles	Bedfordshire Police
Absent:	Councillor:	E Cooper	
Members of the public:		1	

CEC21 APOLOGIES AND SUBSTITUTIONS

Apologies were received from Cllr A Slough and Sgt H. Miles.

CEC22 DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None.

CEC23 QUESTIONS FROM THE PUBLIC

None.

CEC24 MINUTES

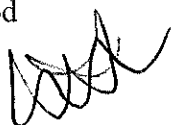
To approve the Minutes of the meeting held on 17th September 2024.

Resolved: To confirm the minutes of the Community Engagement Sub-Committee meeting held on 17th September 2024.

CEC25 LINMERE EVENTS

A representative from Linmere gave an update regarding events being held.

12th Dec Residents only event: lighting the Christmas tree, Santa, with food provided by a local bistro



-
- | | |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| January | <ul style="list-style-type: none"> • Fit Vibe '25: different classes provided during the month • Two craft-making sessions for children (first two Saturdays of January) • Lantern walk in support of Blue Monday • Children's playground opening on 18th January • Danceathon for Thornhill School |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

There were also plans to hold a soft play event at the Farmstead and a disco for local children.

Resolved: To note the report.

CEC26 BIDWELL WEST EVENTS

A representative from the Bidwell West Community Association gave an update regarding events being held.

Members were informed that, for various reasons, the Christmas event planned for 7th December had been cancelled. Complaints arising from the previous year's event regarding noise meant that it was not possible to use the site at the care home.

Resolved: To note the report.

CEC27 CHRISTMAS 2024

A verbal update was given regarding the progress of the Christmas Events 2024.

4 th / 5 th December	<p>Santa Float, 5.30pm start (20 min stops at each site)</p> <p>4th Houghton Hall Park, Village Green, Morrisons, Bidwell West</p> <p>5th HRTC offices, Tithes Farm shops, La Bella Calabria, Pocket Park (Linnere)</p>
7 th December	<p>Christmas Market, 10.00am – 1:00pm</p> <p>A request was made to advertise for more stalls</p>
14 th December	<p>Santas Grotto, 10.00am – 2.00pm</p> <p>stalls, crafts, face painting and Magician</p>

Volunteers were requested for all dates, plus 13th December from 11.00am for setting up the grotto.

Following an enquiry from Members, it was confirmed that a replacement fireplace for the grotto would be explored further by the Civic and Events Manager.

Resolved: To note the report.

CEC28 PROGRAMME OF EVENTS 2025

Members were advised that the following events were planned from May 2025:

- | | |
|-------------------|----------------|
| • Carnival | 12th July 2025 |
| • Skate Jam Event | TBC |



-
- Open Air Cinema TBC
 - Houghton Rocks 6th September 2025
 - Fireworks Display 1st November 2025 (Saturday)
 - Santa's Grotto 13th December 2025
 - Easter Egg Hunt 28th March 2026

It was suggested that the Santa's Grotto event on 13th December 2025 should be booked now to avoid clashes with other authorities.

The representative from Linnere expressed an interest in organising a dog show and questioned whether HRTC were planning a similar event. It was confirmed that a small show would take place as part of the carnival arrangement, and that Houghton Hall Park also hold an event. This was not seen as a reason to prevent a similar event being arranged at Linnere.

Resolved: To note the report.

CECSC29 CARNIVAL THEME AND PITCH FEES

Members were asked to decide a theme for the 2025 Carnival. Additionally, Members were asked to note the pitch fees for the Carnival and Houghton Rocks as follows:

- Fairground £100.00 per ride
- *(Except Fireworks where the fee has been the same as the HRTC Fees per day)*
- Food outlets £135.00 per outlet
- *(Except Fireworks where the fee has been £60 per stall)*
- Ice Cream Vans £110.00 per van
- Commercial Stalls £55.00 per stall
- Small Business Stalls £30 per stall
- Stall holders (individuals) £15 per stall **
- Registered Charities and not for profit organisations £10 per stall **

** 50% discount is given on the cost of a second stall**

The 'Green Assessment' allows 10% off across the board for 20 points or more, which should be achievable for most stallholders, or 20% discount across the board for a score of 30 or more.

There were no notable changes to the fees and Members were happy to accept these as they stood.

Members were asked for suggestions regarding the theme for Carnival 2025. It was suggested that it would be useful to be provided with a list of themes from previous years for future reference.

It was highlighted that 2025 would see the 80th anniversary of the end of WWII and it was questioned if this should form part of the theme. It was confirmed that an event and beacon lighting was already expected to take place to mark this occasion.

The Civic and Events Manager suggested a sports-related theme and 'Sporting Icons' was proposed. Members agreed that there were a lot of possibilities around this theme and could involve local sports groups and clubs. There would also be opportunities to arrange some sport-related events, e.g. pickleball, a mini putting green etc. plus demonstrations.



- Resolved:**
- 1. To decide the theme of the 2025 Carnival**
 - 2. To note the pitch fees for 2025**

CESC30 REPORT FROM THE COMMUNITY SERVICES MANAGER

Members were provided with a report from the Community Services Manager regarding forthcoming events.

Members were informed that:

- the welcome packs had not yet been delivered but were a work in progress.
- A crafting and wreath-making event had taken place at Houghton Hall Park earlier in the day.

Resolved: **To note the report.**

The Chairman declared the meeting closed at 7.44pm

Dated this 4th day of February 2025

Chairman

