

Houghton Regis Town Council
Community Safety Sub-Committee
Minutes of the meeting held on
17th December 2025 at 11.00 am

Present: Councillors: Y Farrell (Chairman)
E Cooper
M Herber
C Slough

Police: Sgt M Payne Bedfordshire Police

Officers: Ian Haynes Head of Environmental &
Community Services
Bianca Nagle Cemetery and Allotments Officer

Absent: Councillors: T McMahon

CS1 ELECTION OF CHAIR

Members were invited to elect a Chair for the Community Services Sub-Committee for 2025-2026.

Nominee: Y Farrell Proposed by: E Cooper
Nominee: M Herber Proposed by: M Herber

On being put to the vote, Cllr Farrell became the Chair of Community Safety Sub-Committee for the municipal year of 2025/2026.

CS2 ELECTION OF VICE-CHAIR

Members were invited to elect a Vice-Chair for the Community Safety Sub-Committee for 2025-2026.

Nominee: C Slough Proposed by: C Slough
Seconded by: E Cooper

There were no other nominations.

On being put to the vote, Cllr Slough became the Vice-Chair of Corporate Services for the municipal year of 2025/2026.



CS3 APOLOGIES & SUBSTITUTIONS

None.

CS4 QUESTIONS FROM THE PUBLIC

None.

CS5 SPECIFIC DECLARATIONS OF INTEREST

None.

CS6 MINUTES

To approve the Minutes of the final Combating Crime Working Group held on 15th October 2025.

Resolved: To approve the Minutes of the final Combating Crime Working Group held on 15th October 2025, and for these to be signed by the Chairman.

CS7 COMMITTEE FUNCTIONS & TERMS OF REFERENCE

In accordance with Standing Order 4.j.iv. Council is required to review its delegation arrangements to committees and sub-committees.

These arrangements are set out in the Committee Functions & Terms of Reference. This document sets out the system of delegation to the Council's Committees, Sub-Committees, and Working Groups.

Members were provided with an extract from the approved Committee Functions & Terms of Reference relating to this sub-committee.

The ToRs would be agreed upon and reported to Community Services and Town Council, and updated at the AGM in May 2026. The meetings would continue to take place in working hours.

CS8 PRIORITY SETTING MEETING

Members were asked to discuss issues they wished the attending representative to raise on behalf of the community at the next Priority Setting meeting.

Following the change of venue for the previous meeting, Cllr Herber asked for confirmation of the venue for the next meeting. The representative from Bedfordshire Police apologised for the venue change and confirmed that the meeting would be held at Dunstable Police Station on 14th January 2026. The time was yet to be confirmed, but Cllr Herber would be informed.



Members were invited to submit any items they would like included at the meeting. The representative from Bedfordshire Police confirmed that they would supply data prior to the meeting to inform decision making. Members requested data for the previous three months, as the absence of police representation at previous meetings meant figures had not been made available.

The Head of Environmental and Community Services suggested that topics for the Priority Setting meeting be prioritised to ensure the most important items were addressed. Members were requested to provide feedback on priorities ahead of the January meeting.

Resolved: To agree on issues to be raised at the next Priority Setting Meeting.

CS9 CBC COMMUNITY & PARTNERSHIP UPDATE

An officer from Central Bedfordshire Council's Safer Communities & Partnership Team was not available to provide an update.

The Chair informed Members that an officer from CBC had stated that it was unlikely that a representative would attend future meetings. It was expected that the Head of Environmental and Community Services would be contacted regarding this matter.

CS10 REDEPLOYABLE CCTV CAMERA LOCATIONS

Members received a schedule of redeployable camera locations.

In light of the police report, Members considered whether to move the redeployable cameras to alternative locations or keep them in place. Members agreed to leave the cameras in situ:

- Sundon Road (an application had been submitted to relocate this camera to Thorn Park)
- Parkside Drive
- Tithe Farm Road
- Village Green Pavilion

The representative from Bedfordshire Police informed Members that a map would be generated identifying areas likely to benefit from camera surveillance. It was suggested that cameras should also be placed in areas identified through the Priority Setting process.

The Head of Environmental and Community Services had been tasked with reviewing CCTV options available to HRTC. The review was being undertaken, and the results would be brought back to this sub-committee. If it were decided that additional cameras were required, this proposal, including costings, would go to the Town Council for consideration.

Resolved: To agree, on the advice of the Police or other reliable information, on the location of the redeployable cameras.



CS11 "WATCH" SCHEMES UPDATE

Members provided a verbal update in respect of the "Watch" schemes within the Parish. Members suggested that the schemes be held at a set location with high footfall rather than engage in patrols.

It was highlighted that shoplifting and ASB were both regular incidents, especially in the Bedford Square units. The Head of Environmental and Community Services stressed the need to report incidents, thereby improving the accuracy of crime statistics and potentially freeing up police resources.

It was suggested that HRTC should engage with members of the various existing 'watch' schemes and encourage representatives to attend meetings to provide Members with updates. Members expressed a wish to improve engagement with schemes and were keen to see increased publicity. The representative from Bedfordshire Police informed Members that they could assist with promoting the schemes and suggested that residents could access the Beds Connected site, which showed upcoming events.

CS12 EXCLUSION OF THE PRESS AND PUBLIC

Members voted on the exclusion of the press and public:

Proposed by: Cllr Herber Seconded by: Cllr Cooper

Votes in favour: 3

Resolved: In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press are to 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.

CS13 POLICE REPORT

Members received a report regarding Operation Hana.

Members were updated on total crime figures and ASB figures for the previous month. The report also provided information on current High Demand Locations and officer updates following Op Hana patrols.

Members agreed on the areas of focus for Op Hana to remain the same.

The Chairman closed the meeting at 12:15 pm.

Dated this 21st day of January 2026

Chairman

