

**Town Council**  
**25<sup>th</sup> March 2019 at 7.30pm**

Present: Councillors: D Abbott  
J Carroll  
D Dixon-Wilkinson  
Ms J Hillyard  
M Kennedy  
Mrs T McMahon  
C Slough  
AS Swain  
Ms S Thorne  
K Wattingham  
T Welch

Officers: Clare Evans Town Clerk  
Louise Senior Head of Democratic Services

Public: 0

Apologies: Councillor: Mrs Y Farrell

Absent: Councillor: Ms L Ellaway

**9844 APOLOGIES**

Apologies were received from Cllr Farrell.

Members requested that item 10 be brought forward for discussion and discussed after item 4.

**9845 QUESTIONS FROM THE PUBLIC**

A question was received through Cllr Slough regarding a Facebook page which promoted the leader of a national political party. The question from the member of public had asked whether as a town councillor he was stated as an administrator of the site, this should have been declared as a declaration of interest on the councillors register of interests. The Town Clerk was asked for advice regarding this matter and would respond in due course. It was suggested that the member was an independent, if he was a member of a political party, this should have been declared on the members interest form.

A member of the public had commented through Cllr Hillyard, that the calendar of events in the Town Crier was small and should be bigger.

**9846 SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

Cllr McMahon stated that she was a member of Houghton Regis Heritage Society regarding item 10.

Cllr Hillyard stated that she was a member of Houghton Regis Heritage Society regarding item 10.

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**9847 MINUTES**

To approve the minutes of the meeting held on 5<sup>th</sup> December 2018, 21<sup>st</sup> January, 28<sup>th</sup> January and 19<sup>th</sup> February 2019.

Matters arising from the Minutes:

Minute 9709: The investigation stated 5 days, it was queried if this was this still the case. Members were advised that 5 days plus an additional 5 days had been agreed by Cllr Abbott and Cllr Hillyard. It was queried whether this had been agreed by Town Council, it was confirmed that this had not been agreed by Town Council, but Town Council had been informed had been informed at the meeting on 21<sup>st</sup> January 2019.

Minute number 9759: It was requested of Cllr Abbott that he inform the council of who had made a statement regarding Cllr Dixon-Wilkinson and his wife. Cllr Dixon-Wilkinson advised members that he was aware that one member of the council was not present and assumed it was not her, he requested that whoever had made these allegations to stand to make them self known. Cllr Dixon-Wilkinson advised members that this information was required by his solicitor as he was taking legal action.

**Resolved: To approve the minutes of the meeting held on 5<sup>th</sup> December 2018, 21<sup>st</sup> January, 28<sup>th</sup> January and 19<sup>th</sup> February 2019 and for these to be signed by the Chairman.**

**9848 RED HOUSE RENOVATIONS**

To advise members of concerns from the Houghton Regis Heritage Society over the upkeep and condition of The Red House and to enable members to consider any steps which Houghton Regis Town Council may like to take to seek to ensure that the building was protected.

Members requested an update on what was envisaged for Red House. Members were advised that it a decision had not yet been made by Central Bedfordshire Council. The Houghton Regis Heritage Society would like the building as a base and to see a community use there too.

**Resolved: To advise Central Bedfordshire Council of the following:**

- 1. Houghton Regis Town Council were concerned over the current condition of The Red House and feel that without timely and suitable intervention the building may deteriorate further;**
- 2. Houghton Regis Town Council would like to see the building subject to suitable renovations to bring the property back into a suitable use and to secure its long-term viability;**
- 3. To request that Central Bedfordshire Council keep Houghton Regis Town Council, Houghton Regis Heritage Society and residents regularly and fully informed of future plans for this building.**

**9849 COMMITTEE MINUTES**

To receive the minutes of the following committees and consider any recommendations contained therein

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Corporate Services Committee	26 <sup>th</sup> November 2018
Community Services Committee	29 <sup>th</sup> October, 5 <sup>th</sup> November 2018
Environment & Leisure Committee	19 <sup>th</sup> November 2018
Planning Committee	7 <sup>th</sup> January, 28 <sup>th</sup> January, 18 <sup>th</sup> February 2019
Partnership Committee	30 <sup>th</sup> October 2018

To receive the minutes of the following sub committees and consider any recommendations contained therein

Office Provisions Sub-Committee	4 <sup>th</sup> December 2018
New Cemetery Sub-Committee	7 <sup>th</sup> January, 28 <sup>th</sup> January 2019

**Resolved:**

- 1. To receive the Minutes detailed above;**
- 2. To approve the Statutory Functions Policy**
- 3. To approve the Disciplinary & Grievance Policy**

#### **9850 TOWN MAYOR ANNOUNCEMENTS**

Members received a verbal report on events that had been attended by the Town Mayor.

Members were advised that the Mayor had attended 21 events, the highlights of which were the Valentines Bingo which had proved very popular, with several residents asking for another to be organised; the Luton and Dunstable Hospital 80<sup>th</sup> Celebration; the Loo of the Year award, which had been won for the third year running; Ground Breaking at Houghton Regis Central (All Saints View) and most recently the Mayors Charity Dinner held at Go Houghton which raised £2,000 for the Mayors charities.

The Mayor was commended on his fundraising over the past year and the Mayor thanked members for their support acknowledging that for personal reasons it had been a tough year for him and the support members had given had been invaluable.

The Civic Service and Afternoon Tea at the Bowls Club were pending.

The Deputy Mayor advised members that he had attended 7 events, and thanked the Mayor for his efforts, and advised members of the total amount of charity money raised by the Mayor was £7,000.

The Deputy Mayor was asked to confirm whether he had declared he was deputy Mayor on the Facebook page referred to under public questions.

#### **9851 REPORTS FROM REPRESENTATIVES ON OUTSIDE ORGANISATIONS & ON TRAINING SESSIONS ATTENDED**

Members provided verbal reports from meetings they had attended of outside organisations or from training courses they had attended on behalf of the Council.

Cllr Carroll had attended Houghton North Strategic Development meeting. This covered a wide scope, encompassing all the developments within Houghton Regis.

Cllr Slough had attended Hospice at Home and commended them on their fundraising efforts.

Cllr Thorn had attended Dial-a-Ride. They had been attempting to gain tenders broadening their area to Leighton Buzzard. The Citizens Advice meeting was scheduled for the following week.

Cllr Wattingham had attended the Memorial Hall meeting which had discussed the car park, a pre-application was to be made regarding the drainage for the car park. They had created a website showing details of activities taking place.

Cllr McMahon had attended the Houghton Hall Park Management Advisory Group meeting. It had been disappointing that funding had not been available to display a 1762 map, however funding had since been sourced therefore this would go ahead. In light of parking issues, a ticket machine was to be installed in the Houghton Hall Park car park. A spraying campaign was underway to highlight the issue of dog fouling, and the enforcement of dogs on leads. The footpaths were to be resurfaced due to deterioration of the current surface.

#### **9852 REQUEST FOR REPRESENTATIVE TO ATTEND HOUGHTON REGIS NORTH STAKEHOLDER GROUP MEETING**

Central Bedfordshire Council have set up the above group. It was intended that the group met on a quarterly basis to receive updates on Houghton Regis North strategic development sites. Members received the Terms of Reference for the Group. An officer and member of Houghton Regis Town Council have been invited to attend.

The first meeting was held on 6<sup>th</sup> March 2019. Due to the timing of this meeting the Chair of Planning attended along with the Corporate Services Manager.

It was suggested that the position of Chair of Planning was the most suitable to attend however after discussion it was suggested that any member of the Planning Committee could attend if the Chair was unavailable.

Members were requested to appoint a member representative for subsequent meetings.

It was intended that the meetings would be held quarterly in Houghton Regis and were likely to be held early evening.

An amendment was proposed to read:

To appoint a member of the Planning Committee as the Houghton Regis Town Council member representative on the Houghton Regis North Stakeholder Group and for this group to be added to the Council's list of Representatives on Outside Organisations.

Proposed by: Cllr Hillyard, Seconded by: Cllr McMahon

Members for: 12 Members against: 0 Abstentions: 0

Accordingly, this became the substantive motion:

Proposed by: Cllr Hillyard Seconded by: Cllr McMahon

Members for: 12 Members against: 0 Abstentions: 0

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**Resolved:** To appoint a member of the Planning Committee as the HRTC member representative on the Houghton Regis North Stakeholder Group and for this group to be added to the Council's list of Representatives on Outside Organisations.

### **9853 KEY CONSIDERATIONS 2019/20**

To provide members with the opportunity to consider key council policies and a calendar of meetings and events for 2019/20.

Members were advised of amendments and alterations highlighted within the documents.

**Resolved:** To recommend to the Annual Meeting of Town Council approval of the following:

- 1. Scheme of Delegation;**
- 2. Committee Functions & Terms of Reference;**
- 3. Standing Orders**
- 4. Financial Regulations**
- 5. Council Calendar for 2019/20.**

### **9854 ILLUMINATION OF FLAG POLES**

To advise members of the investigations completed into the illumination of the flag poles on The Green.

It was suggested that Central Bedfordshire Council be contacted regarding where the electric lines would be placed, and to take advice on whether the proposed illumination would impact on any of the rooms of All Saints View.

**Resolved:**

- 1. To support the illumination of the flag poles using the hard-wired option;**
- 2. To consider funding options once the s106 variation has been completed;**
- 3. To enquire with CBC about the availability of other s106 funds.**

Cllr Dixon-Wilkinson requested a moment to speak on an earlier matter, he advised members that earlier when he had stated there was a member of council missing from the meeting, there were in fact two members not present.

Cllr Thorn requested a moment to speak, she thanked the Town Clerk and staff for their support over the four-year term of office.

**The Chairman declared the meeting closed at 8.57pm**

**Dated this 15<sup>th</sup> day of May 2019**

**Chairman**