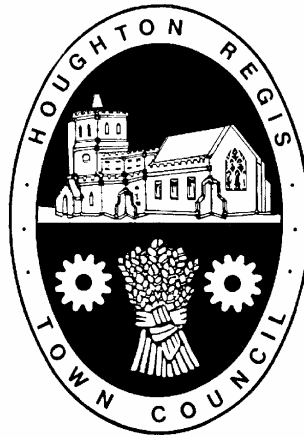


Houghton Regis Town Council



Annual Report

2009 / 2010

Draft June 2010

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1. Chairman's Foreword

When I was elected to the Town Council in 2007 it was the first time I had been involved in local government and it seemed quite daunting, but I felt very proud to have been elected to serve the Houghton Hall ward as well as hopefully representing the all the residents of the town. This I felt was the most important part of the position. However being asked to stand as Deputy Mayor and then subsequently being elected as Mayor in May 2009 was certainly a privilege and an honour.

When elected as the first citizen of the Town, a resident attending the meeting requested that I promote the Houghton Regis. I took this request on board and, with pride, shared with other Town Mayors and dignitaries the wonderful residents, recourses, clubs, and schools that we have in the town.

The role as Mayor gave me many opportunities, chairing Town Council meetings and attending many civic events in and around the town, as well as hosting events to raise funds for the charities I had chosen to support over my year. The charities I chose to support were:

- ❖ YAWN (Young Adults with Additional Needs) - this is a group that meets in the town and does an excellent job providing many activities for young people;
- ❖ The local Macmillan Nursing team who help so many residents in the town; and,
- ❖ The cancer unit at the Luton and Dunstable Hospitable where a brilliant service is offered at one of the patients most vulnerable times.

I was very proud to be asked to nominate a Houghton Regis resident for a High Sheriff award. This was presented at an award ceremony attended by many dignitaries.

I was very aware that I was never going to be able to support the charities alone, and so I was thrilled to be part of team Houghton, an amazing group which included residents as well as fellow councillors, family and friends. Together we raised over £7,000.

There have been so many highlights this year, however if I was to choose a favourite, it would be the visits I had to all the schools and residential homes as well as receiving the many School Councils and Parliaments to the Council Chamber.

The Town Council has been as busy as ever, the Environment committee has especially seen a hectic year, as the skate park was opened, 2 parks refurbished one on the Green and the other in Tith Farm both which seem to have been very well received by the young of the town. The Moor Crescent sports pavilion was built and is now hosting many bowling matches and other sporting and social events. The Town Council is continuing to work with the local community, police and other agencies to improve the safety of the town. The new library was also opened and has quickly become the hub of the town. Father Christmas and the Easter bunny both made visits and each time hundreds of children and families enjoyed free presents and eggs.

It has been a wonderful year, and my thanks go to all the residents of the town for their support and friendship which made the my time as Mayor so very special

Lynda

2 Chairman's Overview

2.1 The Year of 2009 / 2010

The Town Council has had an extremely busy and productive year. The Council has completed a number of major projects such as the construction of a new sports pavilion at Moore Crescent, refurbishment of a further 2 play sites and the completion of the skate park project. These are significant community projects within the town and it is anticipated that they will provide great facilities for current and future residents.

In addition the Council has 6 committees and sub committees which met over 60 times during the year. These meetings are open to the public and there is a specific slot on the agenda where members of the public are permitted to ask questions or to make comment. Information on the meetings and the agenda's can be found on the notice board outside the Council offices and on the website, www.houghtonregis.org.uk.

The new pavilion offers state of the art changing facilities for sports users including the Houghton Regis Bowls Club and Houghton Regis Youth Football Club, plus a fantastic club / community room with kitchen. The pavilion is fully accessible and has car parking. To hire the building please contact the Town Council on 01582 708540.

The newly refurbished play areas are on The Green and on Tithe Farm recreation ground. They both offer a range of play equipment to suit different ages and abilities. The skate park project at Tithe Farm was finished in June 2009 and is a very popular youth facility.

A major project for 2010/11 which was initiated in 2009/10 is the formulation and production of a Town Plan for Houghton Regis.

The Council continues to run the Town Carnival, Santa's Grotto, Easter Egg Hunt and other Mayoral / community events, to produce the quarterly Town Crier newsletters and maintain the Council's website (www.houghtonregis-tc.org.uk), to nominate councillors as representatives on 14 outside organisations and to offer grants to local community and voluntary groups.

2.2 Houghton Regis Town Council & Committees

Town Council

Much of the work of the Town Council is completed by various committees, however full Town Council considers many strategic issues, policies and consultations. The following list details some of these considerations:

Community Safety: The Town Council has continued to work closely with our local police over the last 12 months to provide additional high visibility policing throughout the town. This work will continue during 2010/11.

Electoral Review: The Town Council has considered and commented upon the Central Bedfordshire Electoral review seeking to ensure that suitable and adequate representation is achieved for the electorate of Central Bedfordshire and to enable Central Bedfordshire Council to perform to a high standard.

East of England Plan 2031: The Town Council has considered this consultation and made comment.

Special Edition of the Town Crier: This sought to set out what the planning process was, which authorities dealt with which aspects and what their contact details were.

Annual Accounts for 2008 / 09: These were signed off.

Power of Wellbeing: This new Power was introduced by the government to enable councils to undertake activities to achieve the promotion or improvement of the economic, social or environmental wellbeing of their area. To qualify to be able to use this Power the council must achieve certain criteria. The Town Council worked hard and achieved this.

Committees

The Town Council has 3 main committees to carry out the work of the Council; Policy & Resources Committee, Environment Committee and the Planning & Licensing Committee.

The *Policy and Resources Committee* have:

Policy: Reviewed and approved the Standing Orders, Financial Regulations, Risk Assessments for 2009 / 10

Accounts: Reviewed and approved the requirements for the 2008/09 Internal audit, and considered the Internal and External Auditors report for 2008/09,

Budget: Regularly reviewed the current years budget and set the forthcoming years budget,

Council office refurbishment: Overseen the management for Phase II of the office refurbishment (improvements have included better disabled access and the installation of a hearing loop),

Town Plan: To work with local community groups and residents to form a Town Plan. This would consider social, environmental and economic issues and detail actions to address these issues.

Grants: approved 21 grants to local organisations totalling £14,365. It is felt that these grants would enable local charitable and voluntary organisations to continue their valuable work within our community.

The *Environment Committee* have:

Moore Crescent Sports Pavilion: overseen the development and subsequent opening of a new sports pavilion on the recreation ground at Moore Crescent.

Allotments: worked with the Houghton Regis Allotments Association to progress the development of an allotment site in Houghton Regis.

Play Areas: the refurbishment of play sites on The Green and Tithe Farm recreation grounds have been completed

Highways: The Environment Committee has also put forward suggestions for highways improvements to the Central Bedfordshire Highways Partnership. It was decided to concentrate on pavement improvements within the town this year especially on routes known to be used as routes to school.

The *Planning & Licensing Committee* have:

Planning Applications: considered and made representations on 45 planning applications.

Other issues: consideration has also been given to including changes to public footpaths and bridleways, temporary highway closures for maintenance work, street naming and permitted development rights for householders.

2.3 The Year 2010 / 2011

For the financial year 2010 / 2011 the Town Council has many aspirations. Below are listed a few of them:

- Contribution to fund for development of new cemetery.
- Contribution to fund for development of new allotments.
- Continuation of rolling programme for grounds machinery replacement.
- Continuation of rolling programme for Christmas lights replacement.
- Establishment of fund to maintain new bus shelters, to purchase new public seating and noticeboards.
- Contribution to summer playscheme.
- Fund to finance the development and publication a Town Guide.

3.0 Summary of Accounts**INCOME 2009 - 2010**

	Income £
Precept	637,500
Agency	21,002
Loan & capital receipts	494,025
Interest & investment income	5,199
Leisure & recreation, including pavilions	14,650
Cemetery & Churchyard	14,368
Miscellaneous income	1,708
Community Development	5,711
TOTAL INCOME	1,194,163

EXPENDITURE 2009 - 2010

	Expenditure £
Establishment/general admin	355,545
Agency Costs	6,550
Election expenses	0
Grants	14,071
Capital expenditure	566,335
Loan Interest and Capital repayments	17,887
Leisure & recreation – play areas & pavilions	84,736
Cemetery & Churchyard	11,749
Christmas lights	9,863
Highways	5,453
Democratic representation & management	16,009
Town security	30,939
Community development	8,003
TOTAL EXPENDITURE	1,127,140

- *The Year End Accounts are yet to be finalised, so the above figures are an estimate.*

4.0 Your Councils**4.1 Houghton Regis Town Council*****Contact Details***

Address: Houghton Regis Town Council	Telephone: 01582 708540
Peel Street	Fax: 01582 861102
Houghton Regis	E-mail: info@houghtonregis.org.uk
Beds LU5 5EY	web: www.houghtonregis.org.uk

General	01582 708540
Clare Evans (Town Clerk)	01582 708542
Stuart Oliver (Deputy Town Clerk)	01582 708542
Sonia Stennett (Accounts & Administration Officer)	01582 708541
Sarah Gelsthorp (Development & Town Centre Officer)	01582 708540
Sandra Brandham (Administration Assistant)	01582 708540

Current Houghton Regis Town Councillors

Below are listed, by Ward, your current Town Councillors:

Houghton Hall Ward

Cllr Dr Rita Egan	
4 Bidwell Close, Houghton Regis, LU5 5TP	868746
Cllr Edward Costello	
1 Clarke's Way, Houghton Regis, LU5 5EN	862147
Cllr Robin Hines (<i>Town Mayor 2010/2011</i>)	
5 Bidwell Hill, Houghton Regis, LU5 5DR	759026
Cllr Andrew Roberts	
40 Manor Park, Houghton Regis, LU5 5BX	868288
Cllr Tony Swain	
19 Roslyn Way, Houghton Regis, LU5 6JX	522952
Cllr Mrs Lynda Walmsley	
22 Houghton Road, Dunstable, LU5 5AD	660408

Parkside Ward

Councillor Vacancy

Clr Mrs Janine Dixon-Wilkinson
127 Sundon Road, Houghton Regis, LU5 5NL 514696

Clr David Jones
2 Halley's Way, Houghton Regis, LU5 5HY 655162

Clr Alan Winter
100 Westminster Gardens, Houghton Regis, LU5
5RU 514654

Tithe Farm Ward

Clr Gerald Fill
101 Sundon Road, Houghton Regis, LU5 5NJ 866373

Clr Mrs Shirley Gilchrist
129 Sundon Road, Houghton Regis, LU5 5NL 519087

Clr Ms Karen Sanderson
149 Leaf Road, Houghton Regis, LU5 5JQ 518482

Clr Ms Ros Williams
18 The Link, Houghton Regis LU5 5LD 07535
187407

Areas of Responsibility

Contact the Town Council offices on 01582 708540 to discuss any of the following:

• Children's play
• Consultee On Documents From Other Councils And Public Bodies, Government Offices Etc.
• Cemeteries
• Fairs on The Green
• Sports & Football bookings
• Grants To Organisations
• Mayoral Secretariat
• Mayoral Events
• Civic Events
• Parks

<ul style="list-style-type: none"> • Pavilion hire
<ul style="list-style-type: none"> • Planning – Commenting On Planning Applications
<ul style="list-style-type: none"> • Projects – Specialized play equipment, community safety & development
<ul style="list-style-type: none"> • War Memorial
<ul style="list-style-type: none"> • Youth provision

Central Bedfordshire Council

Contact Details

Address: Central Bedfordshire Council
 Priory House,
 Monks Walk,
 Chicksands,
 Shefford, SG17 5TQ

Telephone: 0300 300 8000

Current Central Bedfordshire Councillors for Houghton Regis

Cllr Dr Rita Egan

4 Bidwell Close, Houghton Regis, LU5 5TP 0300 3008518

Cllr Mrs Sue Goodchild

21 Roslyn Way, Houghton Regis, LU5 6JX 0300 3008525

Cllr David Jones

2 Halley's Way, Houghton Regis, LU5 5HY 0300 3008535

Cllr Peter Williams

25 Dalling Drive, Houghton Regis, LU5 5EF 0300 3008567

Areas of Responsibility

Please note, telephone numbers correct at time of press.

Abandoned / End of life vehicles	0800 300 8631 / 8632
Access to Childrens Services Records	0800 300 8094
Adoption & Fostering	0300 300 8090

Archaeology	0300 300 8091
Arts Development	0300 300 8096
Automated Payments	0300 300 8030 / 8610
B	
Bedfordshire and Luton Archives and Records Service	01234 228833
Bedfordshire Music	0300 300 8102
Beecroft Community Centre	0300 300 8000
Births, Deaths, Marriages an Civil Partnerships	0300 300 8089
Blocked Drains / Gullies	0300 300 8000
Blue Badge Scheme	0300 300 8035
Building Control (general enquires)	0300 300 8635
Building Control Inspection Hotline	0300 300 8116
Bulky Waste Collection	0300 300 8631 / 8632
C	
CCTV	0300 300 8000
Car Parks	0300 300 8000
Carers Helpline	0300 300 8036
Children with Disabilities	0300 300 8097
Children's Complaints	0300 300 8000
Children's Play	0300 300 8000
Children's Rights	0300 300 8000
Choice Based Lettings	0300 300 8697
Clinical Waste	0300 300 8000
Commons and Village Greens	0300 300 8084
Community Development	0300 300 8117
Community Grant ID	0300 300 8637
Community Safety	0300 300 8040
Concessionary Bus Passes	0300 300 8041 / 8641
Conservation	0300 300 8692
ContactPoint	0300 300 8118
Contaminated Land	0300 300 8642 / 8643
Coroner's Office	0300 300 8089
Council Housing	0300 300 8007
Council Housing Repairs	0300 074 0263
Council Tax and Business Rates Recovery, Housing Benefit Overpayment	0300 300 8642 / 0300 300 8611
Council Tax Direct Debit Hotline	0300 300 8012
Country Parks and Countryside Sites	0300 300 8085
Country Walks	0300 300 8085
D	
Dangerous Structures / Buildings	0300 300 8690
DART Bus Bookings and Information	08456 016164
Dog Warden Service	0300 300 8631/ 8632
Dunstable Leisure Centre	01582 608107
Domestic Violence	0300 300 8103
E	

Economic Growth / Development	0300 300 8644
Elections And Electoral Register	0300 300 8008
Emergency Out of Hours Repairs and Homelessness	0300 300 8098
Environmental Health – general enquires	0300 300 8642 / 8643
F	
Family History & Genealogy	01234 228833
Flitwick Leisure Centre	0300 300 8045
Fly Tipping	0300 300 8631 / 8632
Food Safety Advice and Enforcement Services	0300 300 8642 / 8643
Footpaths and Bridleways	0300 300 8085
Fraud Hotline	0300 300 8022
G	
Garages- council owned	0300 300 8686
Grass Cutting	0300 300 8631 / 8632
H	
High Hedges	0300 300 8692
Highways	0300 300 8049
Home Care Services	0300 300 8087
Homelessness	0300 300 8650
Houghton Regis Leisure Centre	01582 866141
I	
Inform (0-19) Parents and Carers)	0300 300 8119
L	
Land Charges	0300 300 8052
Leighton Buzzard Theatre	01525 378310
Learning Disability	0300 300 8100
Library – Ampthill	0300 300 8053
Library – Barton	0300 300 8054
Library - Biggleswade	0300 300 8055
Library – Dunstable	0300 300 8056
Library – Flitwick	0300 300 8056
Library – General Enquires	0300 300 8057
Library - Houghton Regis	0300 300 8058
Library – Leighton Buzzard	0300 300 8059
Library Link Service	0300 300 8061
Library – Mobile	0300 300 8062
Library – Potton	0300 300 8063
Library - Renewals	0300 300 8064
Library – Sandy	0300 300 8065
Library Schools Service	0300 300 8066
Library - Shefford	0300 300 8067
Library – Toddington	0300 300 8069
Licensing	0300 300 8647
Listed Buildings	0300 300 8692 / 8670
Local Development Framework (LDF)	0300 300 8000 / 8071
M	
Minerals And Waste Planning	0300 300 8693

N	
Nationality Checking	0300 300 8089
Noise Nuisance	0300 300 8642 / 8670
Nurseries, Playgroups	0300 300 8089
O	
Occupational Therapy	0300 300 8050
Older Peoples Team	0300 300 8033
Older Peoples Housing and Careline Services	0300 300 8632
P	
Parent Partnership	0300 300 8088
Parking	0300 300 8005
Pavements	0300 300 8049
Physical Disability	0300 300 8124
Planning	0300 300 8692 / 8670
Planning Enforcement	0300 300 8121
Play Ranger	0300 300 8072
Pollution (air quality, water quality, land contamination)	0300 300 8642 / 8643
Potholes	0300 300 8049
Private Sector Housing Standards, Grants and Advice	0300 300 8700
Public Rights of Way	0300 300 8085
Public Toilets – Radar Keys For Disabled	0300 300 8000
R	
Recreational Open Space and Natural Play	0300 300 8671
Recruitment Applications	0300 300 8073
Recycling	0300 300 8631 / 8632
Revenues and Benefits Customer Accounts	0300 300 8010 / 8610
Road Safety	0300 300 8000
Road Salting	0300 300 8049
S	
Safeguarding Vulnerable Adults	0300 300 8122
Sandy Sports & Community Centre	0300 300 8075
Saxon Pool and Leisure Centre (Biggleswade)	0300 300 8076
School Transport	0300 300 8059
Schools Admission	01234 228140
Social Services Emergency Duty Team	0300 300 8123
Sports Development and Summer Schemes	0300 300 8077
Street Cleansing	0300 300 8631 / 8632
Street Naming and Numbering	0300 300 8678
Student Awards	01234 718400
T	
Tastes of Bedfordshire	0300 300 8079
Tourism	0300 300 8079
Tiddenfoot Leisure Centre	01525 375765
Tidy Tips	0300 300 8000
Town Centre Management Dunstable	01582 474026

Town Centre Management Leighton Buzzard	01525 372282
Town Centre Management Houghton Regis	01582 708540
Trading Standards	0300 300 8064
Trees and Landscapes	0300 300 8692 / 8665
W	
Waste Collection	0300 300 8631 / 8632
Waste Permits	0300 300 8080
Welfare Rights	0300 300 8112
Y	
Youth Offending Service	01234 276400
Youth Participation	0300 300 8681
Youth Service	0300 300 8082

**Produced by:
Houghton Regis Town Council
Peel Street
Houghton Regis
Beds
LU5 5EY**

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COUNCIL ON 01582 708540**
