



Ref: Agenda/Council-21/09/2021

16th September 2021

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the Council Meeting of Biggleswade Town Council that will take place on **Tuesday 21st September 2021** at the **Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at **7:00pm**, for the purpose of considering and recommending the business to be transacted as specified below.

Yours faithfully

Peter Tarrant
Town Clerk & Chief Executive

Distribution: All Town Councillors
Notice Boards
The Press

AGENDA

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATIONS OF INTEREST**

To receive Statutory Declarations of Interests from Members in relation to:

- a. Disclosable Pecuniary interests in any agenda item.
- b. Non-Pecuniary interests in any agenda item.

3. **TOWN MAYOR'S ANNOUNCEMENTS**

4. **PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the agenda.

Please register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_ljebiWQRRJO2EFzNsPxmMg

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

5. **INVITED SPEAKER**

None.

6. MEMBERS QUESTIONS

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. For Members to receive the minutes of the Council Meeting held on **Tuesday 24th August 2021** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For Members to receive the minutes of the Town Centre Management Committee held on **Tuesday 17th August 2021** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- c. For Members to receive the minutes of the Finance & General Purposes Committee held on **Tuesday 7th September 2021** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. MATTERS ARISING

- a. Minutes of the Council Meeting held on **Tuesday 24th August 2021**.

9. ITEMS FOR CONSIDERATION

a. **Neighbourhood Plan – Draft for Regulation 14 Consultation**

For Members to consider a written report from the Head of Governance and Strategic Partnerships and the Deputy Administration & HR Manager.

The Draft Neighbourhood Plan will be emailed under separate cover to Members and will be available on the Town Council website.

b. **Council and Committee Meetings Dates**

For Members to consider a written report from The Assistant Town Clerk on a schedule of revised Meeting dates for 2021/2022.

c. **New Signatory**

For Members to approve the Head of Governance & Strategic Partnerships to be added as a new signatory.

For Members to note that only one Officer can sign any order for payment.

10. PLANNING APPLICATIONS

You can view details of applications and related documentation such as application forms, site plans, drawings, decision notices and other supporting documents for planning applications. Click on the hyperlink on the heading of each planning application listed below.

a. **CB/21/02886/FULL - 130 Shortmead Street, Biggleswade, SG18 0BH**

Change of Use of a building from the existing mixed E(a) and Sui generis (hot food takeaway; A5), to primarily E(a) Use Class with an ancillary E use class and F1(a) educational use.

b. **CB/21/03667/FULL - 1 Brunts Lane, Biggleswade, SG18 0LY**

Two storey side and rear extension.

c. **CB/21/03680/FULL - 28 Drove Road, Biggleswade, SG18 8HD**

Construction of a dropped kerb.

d. **CB/21/03080/FULL - 172 & 174 Drove Road Biggleswade SG18 0HP**

Joint hip to gable loft conversions including rear dormers with Juliet balconies and the raising of the ridges by 375mm.

e. **CB/21/03746/FULL - Ivel Valley School Secondary Site, Hitchmead Road, Biggleswade, SG18 0NL**

Erection of a temporary marquee.

Previously on Council agenda

CB/21/01582/REG3 - Ivel Valley School Secondary Site - Installation of three temporary modular classrooms on site for a temporary period of 5 years. On Council agenda 04/05/2021. Outcome as No Objection - provided that: 1) There is sufficient staff parking and 2) unfettered access to the three bungalows which are on the approach to the school. The Council has an observation that any future planning applications should be for permanent buildings rather than temporary modular.

f. **CB/21/03974/FULL - Unit 6, Montgomery Way, Biggleswade, SG18 8UB**

Modifications to external parking arrangements.

g. **CB/21/03749/FULL - Land north of 20 Tate Drive Biggleswade**

Change of Use: Temporary change of use of the land for a 3 year period from vacant field to use of the land for storage of site cabins.

h. **CB/21/03997/FULL - 75 London Road, Biggleswade, SG18 8EE**

Two storey rear extension, insertion of roof light and internal alterations.

i. **CB/TCA/21/00459 - White Hart Public House, 23-24 Market Square, Biggleswade, SG18 8AS**

Works to trees in a Conservation Area: crown lift by 4m to 6 mixed species trees.

11. **PLANNING APPLICATION OUTCOMES**

A report of the Planning Application Outcomes as of 21/09/2021.

12. ACCOUNTS

a. Financial Administration

- i. Detailed Balance Sheet to 31/07/2021.
- ii. Summary Income and Expenditure by Committee 31/07/2021.
- iii. Detailed Income and Expenditure by Committee 31/07/2021.
- iv. Lloyds Bank Payment listing June 2021.

13. ITEMS FOR INFORMATION

None.

14. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Please register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_liebWQRRJO2EFzNsPxgMq

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

15. EXEMPT ITEMS

The following resolution will be **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt items are discussed.

- (16 a. CCTV Strategic & Operational Plan Outline)
- (16 b. Pigeon Reduction Strategy)
- (16 c. Drove Road Chapel Remedial Works)

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.



**MINUTES OF THE BIGGLESWADE TOWN COUNCIL
MEETING HELD ON TUESDAY 24TH AUGUST 2021 AT 7PM AT
BIGGLESWADE TOWN COUNCIL OFFICES, THE OLD COURT
HOUSE, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL**



PRESENT:

Cllr M. Russell (Chairman)
Cllr G. Fage (Vice Chairman)
Cllr D. Albone
Cllr I. Bond
Cllr K. Brown
Cllr F. Foster
Cllr H. Ramsay
Cllr M. Knight
Cllr M. North
Cllr R. Pullinger
Cllr D. Strachan
Cllr C. Thomas
Cllr J. Woodhead

Mr P Tarrant – Town Clerk & Chief Executive, Biggleswade Town Council
Mr P Truppin – Assistant Town Clerk, Biggleswade Town Council
Ms H Calvert – Deputy Administration & HR Manager (Meetings Administrator)

Members of Public – Cllr S Watkins (CBC Ward Councillor)

Meeting Formalities:

Following a reminder to meeting attendees, both panel and public, that this is a formal meeting, the Mayor advised that members of the public will be given an opportunity to speak during public open session but not at other times. The meeting is being filmed and by being present attendees are deemed to have agreed be filmed and to the use of those images and sound recordings. The Mayor advised that attendees should not disclose any personal information of individuals as this would infringe the Data Protection Rights of the individual. The Mayor asked everyone to mute their microphones when not speaking.

1. APOLOGIES FOR ABSENCE

Cllr L Fage and Cllr M Foster.

ABSENT WITHOUT APOLOGIES

None.

2. DECLARATIONS OF INTEREST

a. Disclosable Pecuniary interests in any agenda item:

None.

b. Non-Pecuniary interests in any agenda item:

None.

3. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor announced that that day marked the anniversary of Peter Tarrant joining the Town Council as Town Clerk & Chief Executive. Mr Tarrant drove the Town Council response to Covid and has initiated changes to the Council and its services to ensure that the Council is fit to serve an expanding town. His most notable achievements are a re-energised staff team and fit-for-purpose Public Realm Depot. Members thanked Mr Tarrant for a successful first year.

The Deputy Mayor, Cllr M Foster and Cllr S Watkins (CBC Ward Councillor) attended the official opening of the Biggleswade Cricket Club's Cricket Nets. Funding was secured from the Wind Farm Grant and Ward Councillor Grants and the event celebrated the addition of these nets to the offerings of the Cricket Club.

4. PUBLIC OPEN SESSION

The Chairman advised members of the public wishing to speak to use the "raise hand" function on screen.

None.

5. INVITED SPEAKER

None.

6. MEMBERS' QUESTIONS

None.

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. Members received the Minutes of the Town Council Meeting held on the **Tuesday 27th July 2021** at the offices of Biggleswade Town Council, The Old Court House, 4 Saffron Road, Biggleswade.

Page 10 – Item 9g – Cllr G Fage – remove the repetition in the last three lines of the paragraph.

Subject to this amendment being made, Members **APPROVED** the Minutes of the Town Council Meeting held on **Tuesday 27th July 2021**.

8. MATTERS ARISING

- a. From the Minutes of the Town Council Meeting held on **Tuesday 27th July 2021**.

Items 9 and 10 – Council resolved to object to the appeals and to send a letter to the Planning Authority. Cllr Bond sent the representation by email and asked if this counted as the representation - the Town Clerk & Chief Executive confirmed that it does.

Item 11a – The Jerk Hub's Street Trading Application: Cllr G Fage confirmed this had been presented to the Town Centre Management Meeting and asked the Assistant Town Clerk if the Committee's response had been sent in to Central Bedfordshire Council in a timely manner. The Head of Governance & Strategic Partnerships will send an update to Councillors on this.

9. **PLANNING APPLICATIONS**

a. **CB/21/03284/FULL - 5 Holme Court Avenue, Biggleswade, SG18 8PF**

False pitched roof to porch and garage, render and new windows.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted, this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.

b. **CB/21/03394/FULL - 17 St Margarets Gardens, Biggleswade, SG18 8NU**

Demolition of existing garage and conservatory and erection of two storey side extension.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

c. **CB/21/03220/FULL - 18 Maskin Drive, Biggleswade, SG18 8JQ**

Part conversion of garage to habitable space.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

d. **CB/21/03428/FULL - 33 Maunder Avenue, Biggleswade, SG18 8GL**

Single-storey rear extension.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

e. **CB/21/03452/FULL - 132 Mead End, Biggleswade, SG18 8JX**

Loft conversion with rear flat roof dormer and front rooflights.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

f. **CB/21/03376/FULL - Elmside, Potton Road, Biggleswade, SG18 0EJ**

Two storey side and single storey rear extensions.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

g. **CB/21/03364/FULL - Little Acre One, Langford Road, Biggleswade, SG18 9JU**

Change of use of land to extend area for siting of additional static and mobile caravans with new separate cross over/vehicular access.

It was **RESOLVED** that the Town Council does not object to this application but would like to request that the Highways Officer's comments on this application be highlighted and taken into consideration as the Town Council is concerned about the access and egress of this site onto Langford Road.

h. **CB/21/03536/FULL - 70 Rowan Crescent, Biggleswade, SG18 0PG**

Single storey rear and side extension.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

i. **CB/21/03372/FULL - 15 Nursery Close, Biggleswade, SG18 0HR**

Removal of existing conservatory and replace with new single-storey rear extension.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

CB/19/04301/OUT - Land North of Biggleswade Bedfordshire SG18 0HB

Outline Application: planning permission with all matters reserved except for access for the development of the land situated north of Biggleswade, east of the ECML railway to provide for up to 416 dwellings including affordable housing; green infrastructure accommodating landscaping, allotments, community orchard, public open space, children's play space; new roads, car parking, cycleways and footways; associated infrastructure, including a sustainable drainage system; vehicular access to be secured from Furzenhall Road.

Cllr G Fage advised the meeting that a proposed objection response to Central Bedfordshire Council had been circulated to Members earlier today in relation to a number of critical traffic and access concerns, disruption to residents and the public and potential risk to archaeology.

Cllr G Fage further highlighted that Central Bedfordshire Council had engaged external consultants to conduct an in-depth review of the Applicant's analysis of the Sun Street/Shortmead Street junction on a previous application, suggesting they had significant concerns around the proposed modelling for this junction at that time. Biggleswade Town Council's commissioned Traffic Consultants have reiterated many of those concerns in this new Outline Application in relation to the Drove Road / London Road junction. Given the severity of these concerns, the Town Council requests that CBC engage those same external consultants to conduct a similar analytical review on the Drove Road / London Road junction modelled plans.

Members extended their thanks to Cllr G Fage for his significant input into dealing with this application and putting together the Town Council's response.

It was **RESOLVED** that:

- the Town Council submit this formal response to Central Bedfordshire Council subject to minor amendments;

- the Town Council request that CBC add the following documents to its Planning Portal for this Outline Planning Application so that they are available to members of the Public, Members of the Central Bedfordshire Council Development Management Committee, as well as any other interested parties:
 - Biggleswade Town Council's response to this Outline Planning Application;
 - Biggleswade Town Council's Technical Audit of the Applicant's Transport Assessment;
 - Sandy Town Council's response to this Outline Planning Application;
- that the Town Council write to Central Bedfordshire Council to ask that it engages the services of the Consultants who conducted the analysis of Sun Street / Shortmead Street to conduct further in-depth and expert analysis of the London Road / Drove Road Junction.

Cllr Russell extended the Town Council's thanks to the Transport Consultant for their professionalism and issuing its report to a very tight deadline, with not all information being readily available to them to conduct this work.

k. **CB/21/03763/VOC - 60 Saffron Road, Biggleswade, SG18 8DJ**

Variation (or removal) of Conditions 2 and 3 against Planning Permission CB/21/01285/VOC (Variation of condition number 3 of planning permission CB/20/04501/FULL (Reinstatement of single dwelling into two dwellings, 2 storey rear extensions to both properties). Changes in design from a double storey extension to 60 Saffron Road to a Single storey lean to extension) Replace previous drawings with the new drawing revisions showing the minor design change.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

10. **PLANNING APPLICATION OUTCOMES**

This report was **NOTED**.

11. **ACCOUNTS**

a. **Financial Administration:**

Members received and **ADOPTED** the following Accounts:

- i. Detailed Balance Sheet to 30/06/2021.
- ii. Summary Income and Expenditure by Committee 30/06/2021.
- iii. Detailed Income and Expenditure by Committee 30/06/2021.
- iv. Lloyds Bank Payment listing June 2021.

12. **ITEMS FOR CONSIDERATION**

a. **Electric Vehicle Charge Points**

The report submitted by the Place Shaping Manager sets out proposed plans for Electric Vehicle Charge Points within Biggleswade as well as a list of proposed locations. The Town Clerk & Chief Executive advised that this project is still very much in the early stages of planning and information on logistics and finer details is still to come. Additional questions were raised about whether the currently available funding is for public charging points or

council charging points only.

It was **RESOLVED** that:

- Town Council Officers share Central Bedfordshire Council's plans and documentation for EV Charge Points with Councillors.
- The Town Council request Central Bedfordshire Council provide a summary of the responses they have received to their consultation with the public.
- The Town Council invites Central Bedfordshire Council Officers to attend at a future Town Council Meeting to present the scheme in greater detail to Councillors and Officers.

b. **Market Strategy**

Cllr G Fage summarised that the Market Strategy was put forward for consideration four months ago and is a framework on how to transform and grow the Biggleswade Market. The current Market Strategy has not changed since then as the Market Working Group has not been able to meet to review this. When the Market Working Group is able to meet, the amended document will then be put forward for consideration by Members at a future Town Council meeting.

It was **RESOLVED** to endorse the current Market Strategy until such time as the Market Working Group has had an opportunity to review the document and suggest changes to it.

The Market Policy was approved at the Town Centre Management Meeting of 18 August 2021. Biggleswade Town Council consulted with Traders and the responses were collated into the currently presented format.

It was **RESOLVED** for the Town Council to adopt the Market Policy.

c. **CB/TCA/21/00380 - 8 Barn Field Close, Biggleswade, SG18 8FN**

Works to trees within a Conservation Area: Remove to ground level. Sycamore Trees T1, T2, T3, T4 and T5.

This works order was **NOTED**.

d. **CB/TRE/21/00374 - Second Meadow, Fairfield Road, Biggleswade, SG18 0BS**

Works to trees protected by a Tree Preservation Order: The lower hanging branches of Group 1 English Oak trees x5 and Group 2 Lime trees x5, Ash Tree x1 and Hornbeam x1 need to be trimmed back away from the fence. Mid-height branches need to be cut back to allow the light to shine directly on to the pitch.

This works order was **NOTED**.

12. **ITEMS FOR INFORMATION**

None.

13. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Cllr Steven Watkins addressed the Town Council in relation to the Electric Charging Points and confirmed that a CBC Officer would be happy to address the Town Council.

14. EXEMPT

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council resolve to exclude the public and press by reason of the confidential nature of the business about to be transacted.

(15a. Recommendation of Meeting of the Town Centre Management Committee)
(15b. Queen's Award for Voluntary Service)

The following resolution was **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

DRAFT

15. **EXEMPT**

a. **Recommendation of Meeting of the Town Centre Management Committee**

It was suggested that Wilma Solomon, the Town Council's newly appointed Head of Finance & Planning, be invited to the Finance & General Purpose meeting on 7th September 2021.

For Members to consider the recommendation from the Town Centre Management meeting of Tuesday 17th August 2021 at which quotes for Christmas lights for 2021 were considered and recommended for approval. In order to resolve adoption of these recommendations, Members are advised to take account of Financial Regulations as follows:

- a. Christmas light display festoons- The contract with the current provider has expired and in order to accept the quote, Members are requested to approve an extension of the contract under Financial Regulation 11.1.a.iv for one year only.
- b. Christmas Light Switch-on quote 2 (without Video screen) - it has not proved possible to obtain three quotes for this service. Due to the specialist nature of the service, Members are requested to resolve, under Financial Regulation 11.1.a.vii, to suspend the requirement for competitive quotes for this reason. Also, to approve the quote received.
- c. Christmas Light Show covering 8 shows- it has not proved possible to obtain three quotes for this service. Due to the specialist nature of the service, Members are requested to resolve, under Financial Regulation 11.1.a.vii, to suspend the requirement for competitive quotes for this reason. Also, to approve the quote received.

It was **RESOLVED** to approve the contract extension and the quotes as recommended by Town Centre Management Committee.

It was requested that formal tendering for the Christmas lights take place in 2022.

b. **Queen's Award for Voluntary Service**

It was **RESOLVED** to submit a nomination for Biggleswade Good Neighbours for the Queen's Award for Voluntary Service.

The Chairman closed the Meeting at 8.45 pm



**MINUTES OF THE TOWN CENTRE MANAGEMENT COMMITTEE
MEETING HELD ON TUESDAY 17th AUGUST 2021 AT 7.00PM AT
BIGGLESWADE TOWN COUNCIL OFFICE, 4 SAFFRON ROAD,
BIGGLESWADE, SG18 8DL**



PRESENT:

Cllr M Knight – Chairman
Cllr G Fage – Vice Chairman
Cllr D Albone
Cllr I Bond
Cllr M North
Cllr R Pullinger
Cllr D Strachan
Cllr C Thomas

Mr Peter Tarrant, Town Clerk & Chief Executive, Biggleswade Town Council
Mr Karim Hosseini, Head of Governance & Strategic Partnerships, Biggleswade Town Council
Mr Simon Newton, Place Shaping Manager, Biggleswade Town Council
Mrs Sian van der Merwe, Professional Assistant, Biggleswade Town Council

Member of the public: Cllr F Foster

Meeting Formalities:

Following a reminder to meeting attendees, both panel and public, that this is a formal meeting, the Chairman advised that members of the public will be given an opportunity to speak during public open session but not at other times. The meeting is being filmed and by being present attendees are deemed to have agreed to be filmed and to the use of those images and sound recordings. The Chairman advised that attendees should not disclose any personal information of individuals as this would infringe the Data Protection Rights of the individual. The Chairman asked everyone to mute their microphones when not speaking.

1. APOLOGIES FOR ABSENCE

Cllr M Russell and Cllr J Woodhead.

2. DECLARATIONS OF INTEREST

To receive Statutory Declarations of Interests from Members in relation to:

a. Disclosable Pecuniary interests in any agenda item:

None.

b. Non-Pecuniary interests in any agenda item:

Cllr Strachan – Item 12c.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman extended his thanks to the Biggleswade Business Consortium, Town Council Staff and business owners in Biggleswade for their contribution to the successful "Sunday on the Square" event held on 15th August 2021.

The Chairman noted that it was not possible to include a financial report to include revenue from Car Parks, the welcome back funding, and the events budget in this meeting, but that he had requested this be available for 23rd November 2021 TCM meeting.

Item 9d in relation to Century House will be discussed under Exempt matters at this meeting.

4. PUBLIC OPEN SESSION

The Chairman advised members of the public wishing to speak to either raise their hand (for in-person attendees) or to use the electronic "raise hand" function on screen (for Zoom attendees).

None.

5. INVITED SPEAKER

None.

6. MINUTES OF MEETINGS

Members received and **APPROVED** the Minutes of the Town Centre Management meeting of **Tuesday 18th May 2021.**

7. MATTERS ARISING

a. Missing Biggleswade Market Advertising Banner

Cllr G Fage asked when the banner that was missing would be replaced. The Place Shaping Manager confirmed this would be replaced as soon as possible.

b. Union Flag

Cllr Strachan asked if the Town Council had permission relating to the flagpole. The Town Clerk & Chief Executive advised the Assistant Town Clerk would respond to Members with an update. The Town Clerk advised that new flags have not yet been purchased.

Cllr Albone asked if the height of the flagpole at the Town Hall could be looked at as the flag is sitting close to the building.

c. Community Toilet Scheme

Cllr Albone asked if the Community Toilet Scheme would be deferred to the next Town Centre Management Committee meeting on 23rd November 2021. The Place Shaping Manager confirmed it would be.

d. **Footfall Monitoring – High Streets Task Force**

Cllr Strachan stated the report on the outcome of the Footfall Monitoring application had not yet been sent to Councillors. Cllr Knight commented he is aware of the dashboard, but this is not electronic and when a technological solution is available, Members will be informed. Cllr Knight proposed putting this on the next Town Centre Events meeting of 23rd November 2021.

e. **Remedial Works to War Memorial**

Cllr Albone asked if these works have been scheduled. The Town Clerk & Chief Executive commented that these works are insubstantive and rather more a sprucing up of the Memorial. The Administration Manager is arranging for the letter typefacing to be touched up and the Public Realm Manager has been in discussions with Central Bedfordshire Council about updating the bedding plantings and having the railings painted.

8. **ITEMS FOR CONSIDERATION**

a. **Christmas Offer**

Last year's light show and Christmas Entertainment Offer was hugely popular with residents of all ages and very well attended.

Members were provided with three quotes relating to proposals for different Christmas entertainment offers. The Place Shaping Manager advised he is still searching for additional entertainment providers to supply quotes. The quotes provided at this meeting are for light shows over four weekends in the Market Place, with road closures, as well as for a video wall.

The Place Shaping Manager discussed the potential extension of the contract for last year's light show provider and the Financial Regulations relating to this extension. He has also discussed potentially extending the contract for the Festoons with the relevant service provider.

Cllr Pullinger commented that additional quotes are vital to ensure compliance with financial regulations and to ensure best value is achieved. Cllr Pullinger asked for the Christmas Entertainment to be reviewed earlier in the annual calendar year going forward to ensure that additional quotes can be provided to the Town Council.

Members questioned the schedule of light shows and the Chairman asked for a copy of the schedule of dates to be distributed to the Committee and ultimately to the Public.

It was **AGREED** to defer further discussion on the quotations provided to this Committee to the Exempt Session.

It was **AGREED** that any decisions made by this Committee in relation to the proposed Christmas Offer be taken to the Town Council Meeting of 24th August 2021 for final approval.

b. **Market Strategy**

Cllr Fage presented the report updating Members on the progress with transforming the market.

It was **AGREED** that the Market Policy be recommended to the next Town Council meeting, subject to minor changes.

It was **AGREED** to continue with the Market Strategy until the Market Working Group has discussed the document.

c. **Street Trading Application – Market Square**

An application for a Street Trading permit was considered at the Town Council Meeting of 27th July 2021, where it appeared the Town Council was being asked to approve the application. It was therefore deferred to this meeting for further discussion.

The deadline for responses to the consultation period was 31 July 2021 and consequently, this application will be permitted by Central Bedfordshire Council. It is noted that the applicant is a regular trader at Biggleswade Markets.

Members asked for the Place Shaping Manager to follow up with Central Bedfordshire Council to establish whether the Applicant has permission to use a car parking space and requested to see the paper trail to that effect.

Cllr Knight expressed the importance of the Town Council developing a policy for Street Trading Applications to preserve the integrity and fairness of the Market and the Market Strategy.

It was **AGREED** to write to Central Bedfordshire Council giving the Town Council's view that:

- 1) whilst it does not approve of the Applicant trading on a Friday, it would be prepared to support the Applicant trading on a Saturday late afternoon/evening where the Applicant has traded at the Saturday market (on the same day);
- 2) In the event that the Town Centre is required by the Town Council for an event, this should take precedence over the Street Trading Licence, and
- 3) That the Applicant should remain in the same position that the Market Superintendent allocated on the earlier Saturday Market.
- 4) That the Street Trading Application only be granted for a period of 12 months and no longer.
- 5) Subject to the Town Council clarifying that Town Council staff do not have a position on the given application.

In addition, the Town Council should highlight that the Applicant has erroneously listed his application to cover one event only.

The Chair closed the meeting at 8:30pm.



**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
MEETING TUESDAY 7th SEPTEMBER 2021 AT THE OFFICES OF
BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, 4
SAFFRON ROAD, BIGGLESWADE COMMENCING AT 7:00PM**



PRESENT:

Cllr R Pullinger (Chair)
Cllr M North (Vice Chair)
Cllr D Albone
Cllr I Bond
Cllr G Fage
Cllr M Knight
Cllr M Russell
Cllr D Strachan

Mr P Tarrant – Town Clerk & Chief Executive, Biggleswade Town Council
Mr P Truppin – Assistant Town Clerk, Biggleswade Town Council
Mr K Hosseini - Head of Governance & Strategic Partnerships
Mrs A Dennis – Meeting Administrator, Biggleswade Town Council
Ms H Calvert – Deputy Administrator & HR Manager , Biggleswade Town Council
Ms W Solomon – Head of Finance & Planning
Members of Public - 0

1. APOLOGIES FOR ABSENCE

Cllr H Ramsay

ABSENT WITHOUT APOLOGIES

None

2. DECLARATIONS OF INTEREST

a. Disclosable Pecuniary interests in any agenda item

None.

b. Non-Pecuniary interests in any agenda item

Cllr M Russell Item 7b ii. Grants 2021/2022.

3. CHAIRMAN'S ANNOUNCEMENTS

None.

4. PUBLIC OPEN SESSION

No public present.

5. MINUTES AND RECOMMENDATIONS OF MEETINGS

Members received and **APPROVED** the Minutes of the Finance & General Purpose Meeting held on **Tuesday 15th June 2021**.

6. MATTERS ARISING

From the Minutes of Tuesday 15th June 2021

Page 5 Item 3 – Meeting dates were discussed. The Assistant Town Clerk advised that the meetings calendar will be discussed at the next Council meeting. An informal meeting with Members was to be held next week before the next Council meeting to review the dates and to take this information to the next Council meeting.

Page 6 Item c. Website Update. A brief verbal update was given on this item.

7. ITEMS FOR CONSIDERATION

a. Grants & Sponsorship Policy Update

The Assistant Town Clerk presented a report on the Grants and Sponsorship Policy. A previous draft policy from 2016 had never been adopted. Several points were raised on the policy application process which were accepted. Additionally, a discussion ensued regarding the meeting cycle and its fit within the context of the financial calendar.

The following was **RESOLVED** to:

Adopt the draft policy subject to:

- deletion of the reference to unsuccessful applicants being given the reason for not being awarded a grant.
- amendment to the cycles for payment in April and October, to replace 'awarded' with 'paid'.
- the proposed 1st Cycle and the 2nd Cycle be reversed going forward.
- invitations for applications should additionally be placed on all possible social media with an online application.
- ensure previous successful applicants to be invited to apply again.
- any out of cycle applications will be considered in the next cycle and be referred to as interim applications.

b. Grants 2021/2022

- i. Members were asked to consider the financial request from the Biggleswade Sports Meeting.

It was **RESOLVED** to approve this application for the amount of £360.00.

- ii. Members were asked to consider the financial request from the Trinity Methodist Church for the Defibrillator Project.

It was **RESOLVED** to approve this application for the amount of £1,971.60.

- iii. Members were asked to consider the financial request from the Bedfordshire Police Partnership.

It was **RESOLVED** to approve this application for the amount of £500.00.

8. ITEMS FOR INFORMATION

a. Finance Review

- i. Members received an oral update from the Town Clerk & Chief Executive on the action items from the Finance Review.

The Town Clerk & Chief Executive advised Members that work has started on the Finance Review and then introduced Wilma Solomon (WS) who joined the meeting via Zoom. Two new roles have been appointed as Head of Finance & Planning (WS) and a Finance Manager who will be working on the implementation of the Finance Review recommendations. Once they commence in role, a plan for implementation will be prepared and reported to the committee.

- ii. Members received an oral update from the Town Clerk & Chief Executive on the status of the Revenue and Income Optimisation (RIO) work.

This is key and vital tool which drew from over 30 Councils to benchmark pricing. This is looking at what is charged as well as what is not and could be charged by the Council. Work is about 70% complete. The Town Clerk & Chief Executive intention is to bring a detailed report to the next Finance and General Purposes Committee meeting with recommendations for implementation in October, subject to Members' approval.

The updates were **NOTED**.

b. Orchard Centre

Members received an oral report from the Assistant Town Clerk on the scope of, and progress with, the forthcoming Orchard Centre report.

Members were advised that a report looking at the past, present and future of the Orchard Centre is in progress looking at the facilities and services that are on offer. Charges and pricing would be linked with the RIO. Recommendations to remove inconsistencies in the charges for example on concessions on the main hall for block bookings versus hiring of the training room would be provided.

The intention is to produce a report with recommendations for Officers to consider and subsequently Members to discuss, either at a Council meeting or at a future meeting of this Committee. One of the recommendations would be to seek feedback from users.

This update was **NOTED**.

c. Asset Register

Members received an oral update from the Head of Governance and Strategic Partnerships who complimented Officers' work to date on pulling together a good register. At present there is no Approved Suppliers register but a standard contract will be offered to existing and new suppliers.

Members wanted confirmation of lease renewal dates to ensure that dates do not run over. These details are important to make decisions on investment decisions.

Two significant actions remained:

- a complete review by an external expert surveyor on condition, current asset valuation, and maintenance budget along with schedule for all buildings, assets, and land owned by BTC.
- conducting a greater Biggleswade area land parcels search on HM Land Registry to identify all land plots and their ownership, to inform the wider place shaping BTC strategy.

Timelines for these actions would align with the new finance team to enable the latter to take this forward under budget planning.

This update was **NOTED**.

9. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Committee, through the Chairman, in respect of any other business of the Town Council.

None.

10. EXEMPT ITEMS

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolved** to exclude the public and press by reason of the confidential nature of the business about to be transacted.

None.

The Chair closed the meeting at 8:10pm.

BIGGLESWADE TOWN COUNCIL
Report to Council 21st September 2021 Neighbourhood
Plan Draft for Regulation 14 Consultation

Implications of Recommendations

Corporate Strategy: The Neighbourhood Plan is a key component of the Biggleswade Town Council vision

Finance: This is covered within the existing Neighbourhood Plan budget

Equality: Biggleswade Town Council will ensure full inclusivity in accordance with gunning principles

Environment: The consultation phase will be made up of digital and hard copy material

Community Safety: The plan will deliver enhanced community safety by design

Background

Biggleswade Town Council (BTC) is in the process of producing a Neighbourhood Plan for the parish area. The Town Council agreed to prepare a Neighbourhood Plan in January 2018 and commenced work on preparation following formal consultation and subsequent designation by Central Bedfordshire Council in July 2018 by forming a working group to progress the Plan.

A Neighbourhood Plan allows a community to play a more prominent role in its future, giving it the power to create a shared vision and policies that will shape the development and growth of the area.

The Neighbourhood Plan, once adopted, will sit alongside the Local Plan prepared by Central Bedfordshire Council. Its role is to expand, extend or amplify the policies in the Local Plan but not to oppose or contradict them. An adopted Neighbourhood Plan carries significant weight in determining future planning applications located in or affecting the parish.

Biggleswade Town Council have held two Public Engagements for the Biggleswade Neighbourhood Plan in March 2019 and March 2021. The feedback received has helped shape the policies within the Neighbourhood Plan. A Neighbourhood Plan document has since been drafted which will need to be presented to the public for comment via a Regulation 14 Consultation.

Introduction

Biggleswade Town Council are now at the stage where the Neighbourhood Plan document needs to be finalised by Council to be presented to the public for feedback via a Regulation 14 consultation. The Regulation 14 is a statutory consultation and needs to run for a six-week period. During the consultation period, members of the public can submit feedback on specific policies. Following the consultation, all feedback needs to be individually considered with further modifications to be made to the Neighbourhood Plan.

Summary

Biggleswade Town Council are adhering to the Gunning principles in full by ensuring that it is inclusive of all aspects of its communities. Biggleswade Town Council recommends that the consultation commence on the 27th September 2021 from 9am and run to Monday 8th November 2021, to 9am. This will ensure a full six-week consultation period. Biggleswade Town Council is preparing a Consultation table and feedback template which forms part of the consultation. Biggleswade Town Council is implementing its Consultation outreach plan using online, social media, banners, and hard copy leaflets to be deployed at key locations.

Recommendation

In view of the short timeline between the Full Council meeting and the go live consultation date of

27th September, Members are recommended to approve in principle the content of the Regulation 14 Neighbourhood Plan subject to any consequential amendments that may arise.

Consultation Engagement Plan

This covers all resourcing, coordination activity before, during and after (lessons learnt) the 6-week formal consultation period. Gunning principles are being fully observed and implemented.

Resourcing Requirement: This is top priority and Biggleswade Town Council has explored using dedicated internal staff (on overtime), assisted by Members, and any volunteers.

Costs: Biggleswade Town Council's existing allocated Neighbourhood Plan budget of circa £42,000 covers all existing costs, although the Post Office and any other incidental costs will need prior additional approval.

Timeline: This is tight and pressing with only 5 days between formal approval of the plan and materials decided on the morning of Wednesday 22nd September and the formal consultation launch on Monday 27th September at 9am. All approved materials will need to be deployed on multiple channels within 3 working days and 2 weekend days. The fallback position would mean leaflets distribution would take place days after the go live date.

Social Media, Traditional Media & Website: Biggleswade Town Council is promoting the consultation using its website, via a clear spreadsheet, backed up with inviting online feedback form. Go live is 27th September. Biggleswade Town Council is using its Facebook and Twitter pages to promote consultation. Posts will be pinned to ensure the first communication is at the top of the Biggleswade Town Council pages inviting feedback. The Facebook posts will be shared with the 'We love Biggleswade' page (circa 33,000). Sharing will continue each week with this page. Biggleswade Town Council will place a 'Biggleswade Today' article online and traditional.

Post Office Distribution: Biggleswade Town Council intends to use the Royal Mail to distribute the indicative 15,000 A5 leaflet to all postcodes (domestic/retail/commercial/industrial/key infrastructure) within the current boundaries. This should ensure blanket coverage of the critical communication, under Gunning principles.

Target Communities: Biggleswade Town Council will reach out to the Chamber of Trade, Biggleswade business contacts database, and all existing groups, associations, Churches, schools, GP surgeries, care homes, cemeteries, parks, football pitches and other open areas.

Public Drop-In Sessions: Biggleswade Town Council is hosting 5 dedicated public drop-in sessions, two at the Orchard Community Centre on 5th & 12th October between 10am & 2pm, and 4pm & 8pm. Another two sessions are diarized for 14th and 21st October at the same times. A dedicated Market Place session will be held on Saturday 16th October from 10am to 4pm. All five events will feature Neighbourhood Plan display material. Finally, Biggleswade Town Council will hold the Town Council Chamber and the Orchard Community Centre open during the 6 weeks for the public to drop in, view content on the green boards, and provide feedback.

Promotional Material: Biggleswade Town Council is deploying a range of attractive promotional material including 6 banners placed at all 5 entrance routes into the town, as well as Century house. 100 Posters will be placed at key focal points across the town area, as well as public notice boards.

Karim Hosseini
Head of Governance & Strategic Partnerships

Helen Calvert
Deputy Administration & HR Manager

BIGGLESWADE TOWN COUNCIL
Report to Full Council Meeting 21st September 2021
Council and Committee Meeting Dates

Implications of Recommendations

Corporate Strategy: None

Finance: None

Equality: None

Environment: None

Community Safety: None

Background

This report has been created following a consultation with Members on the frequency of meetings of Council and Standing Committees now that the extended trial period for the current calendar is due to expire at the end of this month.

Introduction

The calendar as at present covers the Municipal Year 2021/22. There is a monthly Council meeting plus four meetings of each Standing Committee in a full year. Members and Officers are also involved in a number of other meetings, including various working groups and representation on outside bodies.

Summary

The proposals being presented for consideration are as follows:

- A return of full Council meetings to two per month, on the second and fourth Tuesdays, with the exception of August and December where it is intended to hold one meeting on the third Tuesday in those months.
- A revision of the order of business so that important items for consideration are dealt with earlier in the meetings of Council.
- To continue with four routine meetings per year for the Finance & General Purposes Committee, Town Centre Management Committee and the Public Land & Open Spaces Committee. Dates to fit with required externally set cycles.
- To hold an additional meeting of the Finance & General Purposes Committee to consider the RIO on Thursday 21st October 2021 at 7.00pm.
- Personnel Committee to meet twice yearly at appropriate times in the year.
- Consideration to be given to reduction and phasing out of working groups where the work can be incorporated in the Committees.

The revised schedule of meetings based on these proposals is attached.

Recommendations

Members are invited to consider the proposals for adoption to the end of the current Municipal Year and to note that a calendar for the 2022/23 will be presented to Council at a meeting in January 2022 for adoption based on decisions taken as a result of this report. Further to review the current year calendar in January in the light of experience should that be required.

Philip Truppin
Assistant Town Clerk

DATES	TIME	MEETING
	2021	
4th May	7.00 pm	Annual Statutory Council
6th May	7:30 pm	Annual Assembly
18th May	7.00 pm	Town Centre Management
25th May	7.00 pm	Personnel
1st June	7.00 pm	Council
8th June	7.00 pm	Public Land & Open Spaces
15th June	7.00 pm	Finance and General Purposes
22nd June		
29th June	7.00 pm	Council
6th July		
13th July		
15th July	2.30 pm	Biggleswade J C
20th July		
27th July	7.00 pm	Council
3rd August		
10th August	7.00 pm	Personnel (postponed)
17th August	7.00 pm	Town Centre Management
24th August	7.00 pm	Council
31st August		
7th September	7.00 pm	Finance and General Purposes
14th September		
21st September	7.00 pm	Council
28th September	7.00 pm	Public Lands & Open Spaces
5th October		
12th October	7.00 pm	Council
14th October	2.30 pm	Biggleswade J C
19th October	7.00 pm	Town Centre Management
21st October	7.00pm	Finance and General Purposes
26th October	7.00 pm	Council
2nd November	7.00 pm	Personnel
9th November	7.00 pm	Council
16th November	7.00 pm	
23rd November	7.00 pm	Council
30th November		
7th December		
14th December		
21st December	7.00 pm	Council

DATES	TIME	MEETING
	2022	
4th January		
11th January	7.00 pm	Council
18th January	7.00 pm	Finance and General Purposes
20th January	2.30 pm	Biggleswade J C
25th January		Council
1st February	7.00 pm	Public Lands & Open Spaces
8th February	7.00 pm	Council
15th February	7.00 pm	Town Centre Management
22nd February	7.00 pm	Council
1st March		
8th March	7.00 pm	Council
15th March	7.00 pm	Finance and General Purposes
22nd March	7.00 pm	Council
29th March		
5th April		
12th April	7.00 pm	Council
19th April	7.30 pm	Annual Assembly
26th April	7.00 pm	Council
3rd May		
10th May	7.00 pm	Annual Statutory Council

Development Management

Central Bedfordshire Council

Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ
www.centralbedfordshire.gov.uk



Mr P Tarrant
Clerk to Biggleswade Town Council
The Old Court House
4 Saffron Road
Biggleswade
Beds
SG18 8DL

Contact Joanna Baker
Direct Dial 0300 300 6990
Email planning@centralbedfordshire.gov.uk
Your Ref
Date 10 September 2021

Dear Mr Tarrant,

Application No: CB/TCA/21/00459
Proposal: Works to trees in a Conversation Area: crown lift by 4m to 6 mixed species trees
Location: White Hart Public House, 23-24 Market Square, Biggleswade, SG18 8AS

I have received an application to carry out work to tree(s) at the above property which is within the **Biggleswade Conservation Area**. You can view the application details and documents on our website by visiting:
<http://www.centralbedfordshire.gov.uk/tree-works-register>.

If you wish to comment on the application, please do so in writing by **01 October 2021** quoting the above application number.

All letters received are open to public view and therefore cannot be treated in confidence. Normally, your letter will not be acknowledged.

How coronavirus is affecting planning

We were already well prepared for agile working, operating a paper light planning application process. Most of our staff are now working from home, but can be contacted as normal via email or phone during working hours. A number of staff are working flexibly around childcare - please leave a message and they will get back to you as quickly as they can. We will of course be keeping staffing levels and workloads under constant review in light of any cases of self-isolation and childcare needs.

A small number of our planning admin team are in the office to register post, scan documents and print. However, as most applications can be registered remotely, please help us by making electronic submissions. Hard copy applications and postal comments are still being received, but there could be a delay in getting these logged as they have to be scanned in at the office. Please also be advised that we are unable to offer case history copies or other printing requests at this time.

We are continuing to consult on planning applications and consider any comments made. We will not be sending hard copy plans to parish and town councils in addition to electronic consultations. If you are unable to view plans then please contact the case officer to discuss.

Site visits by officers will only be carried out once the applicant / agent has first been contacted to discuss the suitability of a visit and whether arrangements can be made to accord with up to date advice on social distancing. Case officers will then make a judgement as to whether a site visit can be made in a safe way – if this is not possible we will discuss the potential for alternative ways of assessing the site or in appropriate cases request your agreement that consideration of the application be paused.

In accordance with the latest advice on social distancing, we are unable to have face to face meetings, so we are asking customers not to come into our offices. Your case officer will contact you to discuss alternative arrangements which could be via phone call or video conferencing.

Read about our Development Management Committee for updates and information about meetings:

https://www.centralbedfordshire.gov.uk/info/31/meetings/219/development_management_committee_-_meetings_and_agendas.

All of these arrangements will be kept under review and we would like to thank you for your co-operation during these challenging times.

Yours sincerely,

Joanna Baker
Trainee Natural Environment Officer

OUTCOME OF CBC DETERMINED PLANNING

Address	Application No.	Committee date	BTC Decision	Description	Comments	Central Beds Outcome/Date	"Called In"
2018							
Ullswater Close, 2	18/04253/FULL	27/11/2018	No Objection	Single & two storey rear extension.		Awaiting Decision	
2019							
Dunton Lane, Stratton Park Drive	19/02839/VOC	08/10/2019	No Objection	Variation of Condition no.1 on Planning Permission MB/83/456 "Renewal of Planning Permission for caravan park on a permanent basis" to state that the total number of caravans shall not exceed twenty-two at any time.		Awaiting Decision	
Land North of Biggleswade	19/04301/OUT	14/01/2020	Strongly Object - does not comply with NPPF and various other comments made against the Applicant	Outline Application: planning permission with all matters reserved except for access for the development of the land situated north of Biggleswade, east of the ECML railway to provide for up to 406 dwellings including affordable housing; green infrastructure accommodating landscaping, allotments, community orchard, public open space, children's play space; new roads, car parking, cycleways and footways; associated infrastructure; including a sustainable drainage system; vehicular access to be secured from Furzenhall Road.		Consultation Period	
Land North of Biggleswade	19/02827/PAPC	08/09/2020	Strongly Object - For reasons set out in previous correspondences. Council also agreed that Cllr G Fage would be appointed to represent BTC and to speak at the Development Management Committee Meeting. It was Resolved that the draft letter be approved, and that letter and the previous letter of objection be sent to the named planning officer and to the general planning address. Further, that a shorter version be circulated to Members of the CBC Development Management Committee for information.	Development Brief relating to residential scheme of around 400 dwellings at land north of Biggleswade, with access taken from Furzenhall Road.		No Information as at 13/09/2021	
Lincoln Crescent, 48	19/03482/FULL	12/11/2019	No Objection	Proposed single storey rear extension.		Awaiting Decision	
2020							
Biggleswade Road, Land East of	20/00959/OUT	28/04/2020	No Objection - provided the following points are considered: 1) Dunton Lane is upgraded. 2) The speed limit from Saxon Drive be reduced from the current 60 mile per hour to 40 miles per hour. 3) The necessary facilities be provided for pedestrian footpath and cyclist pathway. 4) Adequate access for Motorists to the A1.	Outline application: seeking Planning Permission for up to 1,500 dwellings (use Class C3) and up to a 2ha of commercial development dwellings (use Class C3) and up to a 2ha of commercial development (use Class A1, A2, A3, A4, A5, B1a, bc, B2, B8) up to 5ha of primary school development (class D1) and up to 4ha of other leisure and community development (Use Classes D1 and D2) up to 61 ha of open space including play space, allotments and a country park, infrastructure including site access, internal roads, car parking, footpaths, cycle ways, drainage and utilities. Subject to Environmental statement.		See Below	
Biggleswade Road, Land East of	20/00959/OUT	11/08/2020	As above.	Outline application: seeking Planning Permission for up to 1,500 dwellings (use Class C3) and up to a 2ha of commercial development dwellings (use Class C3) and up to a 2ha of commercial development (use Class A1, A2, A3, A4, A5, B1a, bc, B2, B8) up to 5ha of primary school development (class D1) and up to 4ha of other leisure and community development (Use Classes D1 and D2) up to 61 ha of open space including play space, allotments and a country park, infrastructure including site access, internal roads, car parking, footpaths, cycle ways, drainage and utilities.		See Below	

2020 (Cont.)							
Biggleswade Road, Land East of	20/00959/OUT	13/10/2020	As above.	Outline Application: seeking Planning Permission for up to 1,500 dwellings (use Class C3) and up to a 2ha of commercial development (use Class A1, A2, A3, A4, A5, B1a,b,c, B2, B8) up to 5ha of primary school development (Class D1) and up to 4ha of other leisure and community development (Use Classes D1 and D2) up to 61ha of open space including play space, allotments and a country park, infrastructure including site access, internal roads, car parking, footpaths, cycle ways, drainage and utilities. Subject to Environmental statement.	Virtual Council Meeting 28/04/2020 and again on 11/08/2020. Same objection applies to the second meeting as to the first.	See Below	
Biggleswade Road, Land East of	20/00959/OUT	12/01/2021	It was Resolved that the Town Council will submit further correspondence to Central Bedfordshire Council to include the previous comments of objections due to: 1) Dunton Lane is upgraded. 2) The speed limit from Saxon Drive reduced from the current 60 mile per hour to 40 miles per hour. 3) The necessary facilities provided for pedestrian footpath and cyclist pathway. 4) Adequate access for Motorists to A1. Additional comment: 5) There are to be improvements to Chambers Road/London Road junction.	Outline Application: seeking Planning Permission for up to 1,500 dwellings (use Class C3) and up to a 2ha of commercial development (use Class A1, A2, A3, A4, A5, B1a,b,c, B2, B8) up to 5ha of primary school development (Class D1) and up to 4ha of other leisure and community development (Use Classes D1 and D2) up to 61ha of open space including play space, allotments and a country park, infrastructure including site access, internal roads, car parking, footpaths, cycle ways, drainage and utilities. Subject to Environmental statement.		Awaiting Decision	
Church Street, Asda Store	20/03923/VOC	10/11/2020	No Objection - provided that all lorry delivery hours not changed.	Variation of condition 3 of appeal decision APP/P0240/A/12/2185842 (Redevelopment for construction of retail store with catering facilities, bakery, pharmacy, dry cleaners, crèche and associated level parking for 363 cars, store serving and access arrangements (all matters reserve except siting and means of access). Change of opening hours.		Awaiting Decision	
Shortmead Street, 33	20/03784/FULL	17/12/2020 (Refused) 27/07/2021 (Appeal)	Outcome as Objection - on the grounds of: 1) over-development of the site. 2) the access to Shortmead Street will be compromised. 3) the privacy of the neighbours will be compromised. 4) there is inadequate parking.	Re-submission of planning permission CB/20/02285/FULL Partial demolition of workshop, convert remaining workshop into two dwellings and erection of single storey bungalow.		13/09/2021 No Information	
Avon Rise, 8	21/02630/FULL	29/06/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Single storey side and rear extension.		See Below	
Avon Rise, 8	21/02630/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.	Single storey side and rear extension.		Granted 07/08/2021	
Banks Road, 17	21/02927/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.	Two storey side extension, single storey rear extension, conversion of garage with front bay window and widening of front vehicular access.		Awaiting Decision	
Boddington Gardens, 16	21/03244/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC	Single storey front and rear extensions.		Granted 24/08/2021	
Chestnut Avenue, The Library	21/02802/REG3	29/06/2021 (Supplementary)	No Objection.	Change of Use from ancillary garage to a children's centre working space (Class E). Building works to windows and doors.		Consultation Period	
Drove Road, 152	21/02482/FULL	29/06/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Single and two storey rear extension.		Awaiting Decision	

2020 (Cont.)							
Exeter Close, 1	21/03027/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.	Single storey front side extension and conversion of garage.		Granted 02/09/2021	
High Street, 26A	EN/20/0509	01/06/2021	Town Council agrees with CBC's decision to enforce the alleged breach.	Alleged breach: Installation of uPVC replacement windows, changes to dormer cheeks and removal of chimney.	http://plantech.centralbedfordshire.gov.uk/PLANTECH/DCWebPages/acolnetcgi.gov?ACTION=UNWRAP&RIPNAME=Root.PgeConditions&TheSystemkey=621402	Granted 14/04/2021	Called In
High Street, 36	21/02657/LB	29/06/2021	No Objection.	Listed Building: Old management office proposal to remove an existing partition wall (circa 2003), lower the existing floor by 700mm, drop and widen the existing door frame and remove the existing raised platform and treads. Proposal to reinstall a partition wall and install a Doc M compliant toilet facility along with a storage cupboard. In the front lower area of the building. Proposal to block up the existing glass partitions, remove the glass and wood partition and realign the front doors with the front of the building all circa 2003 works. Proposal to remove the boxing in of the old clock mechanism in the front corner. Proposal to install a front and back servery bar. Proposal to remodel the existing treads leading up into the main area of the building so that they are tighter to the existing wall. In the old kitchen area we propose to remove the existing partition walling and reinstate partitioning to create a smaller servery and a separate enclosed room with a door from behind the servery area and another door through into the main area. Above the kitchen on the 1st floor we propose to remodel the layout of the three toilets to run along the east wall and create a further separate room. In the main area of the building we propose to remove the existing bar counter, shelving to the curved wall and the middle row of banquet seating. The existing raised section will be retained with a continuous run of banquet seating to the front. Banquet seating will be installed on the raised section. The existing curved banquette seating will be moved to the south-west corner. We propose to repaint the entire interior - colours to be decided also to repaint the entire exterior - colours to be decided. We propose to hang exterior signage - design currently being worked on.		Awaiting Decision	
Holme Court Avenue, 5	21/03284/FULL	24/08/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	False pitched roof to porch and garage, render and new windows.		Awaiting Decision	
Langford Road - Little Acre One	21//03364/FULL	24/08/2021	No Objection - but would like to request Highways Officer's comments on this application be highlighted and taken into consideration as the Town Council is concerned about the access and egress of this site onto Langford Road.	Change of use of land to extend area for siting of additional static and mobile caravans with new separate cross over/vehicular access.		Awaiting Decision	
Lawrence Road, 10	21/03147/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.	Erection of single storey rear/side extension		Granted 17/08/2021	
London Road, Holme Lodge	21/02930/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.	Single storey rear extension with roof terrace, two storey side extension with roof lights, conversion of garage to habitable living space and addition of front porch Canopy Installation of 5 PV roof solar panels to the rear.		Granted 25/08/2021	

2020 (Cont.)							
Maskin Drive, 18	21/03220/FULL	24/08/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Part conversion of garage to habitable space.		Awaiting Decision	
Maunder Avenue, 33	21/03428/FULL	24/08/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Single-storey rear extension.		Awaiting Decision	
Mead End, 132	21/03452/FULL	24/08/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Loft conversion with rear flat roof dormer and front rooflights.		Granted 06/09/2021	
Mulberry Close, 14 & 16	21/02741/FULL	27/07/2021	No objection - provided: 1) that the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they make are considered by CBC in their deliberations. 2) provision is made for adequate off-street parking.	Proposed joint application for a first floor front extension to 16 Mulberry Close and an adjoining first floor front extension and single story front extension to 14 Mulberry Close.		Granted 17/08/2021	
Nursery Close, 15	21/03372/FULL	24/08/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Removal of existing conservatory and replace with new single-storey rear extension.		Awaiting Decision	
Potton Road, Elmside	21/03376/FULL	24/08/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Two storey side and single storey rear extensions.		Awaiting Decision	
Potton Road, 3, Quince Stoneworks	21/01744/FULL	01/06/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations. However, there is a concern that there will be noise complaints from neighbours.	Workshop extension.		Granted 08/09/2021	
Rowan Crescent, 70	21/03536/FULL	24/08/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.			Awaiting Decision	
St Margarets Garden, 17	21/03394/FULL	24/08/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Demolition of existing garage and conservatory and erection of two storey side extension.		Awaiting Decision	
Saffron Road, 60	21/03763/VOC	24/08/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Variation (or removal) of Condition 2 and 3 against Planning Permission CB/2101285/VOC (Reinstatement of single dwelling into two dwellings, 2 storey rear extensions to both properties). Changes in design from a double storey extension to 60 Saffron Road to a single storey lean-to extension). Replace previous drawings with the new drawings with the new drawing revisions showing the minor design change.		Consultation Period	
Shortmead Street, 33, Land behind	21/03195/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.	Conversion and part demolition of existing workshop to create two new dwellings.		Consultation Period	
Stratton Way, 67	21/03287/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.	Part two storey and part single storey rear extension.		Awaiting Decision	
Tavener Drive, 46	21/03084/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.	Single storey rear extension.		Granted 02/09/2021	

2020 (Cont.)

Tavener Drive, 106	21/02052/FULL	27/07/2021	No Objection - provided the neighbours are consulted; this point is stressed that the neighbours must be consulted and that any comments they may make are considered by CBC in their deliberations.	Erection of an inglenook to side of house.		Granted 16/08/2021	
Thirlmere Close, 4	21/02514/FULL	29/06/2021 27/07/2021 Restrospective	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Erection of single storey outbuilding to rear garden.		Granted 03/092021	

25/08/2021

Biggleswade Town Council

Item 12ai Detailed Bal Sheet

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Detailed Balance Sheet - Excluding Stock Movement**Month 4 Date 31/07/2021**

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<u>A/c</u>	<u>Description</u>	<u>Actual</u>		
	<u>Fixed Assets</u>	Asset Value	Depreciation	Net Value
1	OP'L F/H LAND & BUILDINGS	1,813,044	456,657	1,356,387
2	OP'L L/H LAND & BUILDINGS	9,095	0	9,095
21	VEHICLES & EQUIPMENT	807,385	522,103	285,282
41	INFRASTRUCTURE ASSETS	303,110	247,880	55,230
61	COMMUNITY ASSETS	15,380	0	15,380
	Total Fixed Assets	2,948,014	1,226,640	1,721,374
	<u>Current Assets</u>			
91	CAPITAL WORK IN PROGRESS	7,325		
100	DEBTORS - TOWN COUNCIL	18,983		
101	DEBTORS - ALLOTMENTS	350		
102	DEBTORS - PITCH HIRE	1,064		
103	DEBTORS - ORCHARD CENTRE	4,310		
105	VAT REFUNDS	48,759		
109	DEBTORS - TBA	2,572		
114	CBC STREETLIGHTS	11,293		
202	LLOYDS CURRENT BANK A/C	161,544		
204	LLOYDS SALARY A/C	449		
210	PETTY CASH	204		
224	PUBLIC SECTOR DEPOSIT	495,000		
	Total Current Assets		751,854	
	<u>Current Liabilities</u>			
501	TRADE CREDITORS	26,978		
510	ACCRUALS	2,445		
525	ALLOTMENT DEPOSITS	3,100		
530	INC IN ADVANCE - COMMUTED	23,000		
537	SUNDRY CREDITORS	(2,044)		
	Total Current Liabilities		53,479	
	Net Current Assets			698,375
	Total Assets less Current Liabilities			2,419,749
	<u>Long Term Liabilities</u>			
401	PWLB LOANS	111,224		
430	LEASE CREDITOR (GROSS)	2,682		
435	LEASE CREDITOR (DEF'D INT)	(201)		
	Total Long Term Liabilities		113,705	
	Total Assets less Total Liabilities			2,306,044
	<u>Represented by :-</u>			
301	CURRENT YEAR FUND	186,616		
310	GENERAL RESERVE	97,682		
327	EMR TWINNING	1,500		
329	EMR DEPOT	1,500		
343	EMR ELECTION FUND	4,000		
349	ROLLING CAPITAL FUND	399,752		
350	CAPITAL FINANCING RESERVE	1,312,813		

Detailed Balance Sheet - Excluding Stock Movement**Month 4 Date 31/07/2021**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
451	DEF'D GRANTS APPLIED	608,674	
452	DEF'D GRANTS W/BACK	(306,492)	
	Total Equity		<u>2,306,044</u>

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance & General Purposes								
101	B'SWADE MAGISTRATES COURT	Income	800	203	1,800	1,597		11.3%
		Expenditure	800	203	1,800	1,597	1,597	11.3%
	Movement to/(from) Gen Reserve		<u>0</u>	<u>0</u>				
108	GRANTS (INCL S137)	Expenditure	31,450	10,826	32,767	21,941	21,941	33.0%
109	CAPITAL EXPENDITURE	Income	2,687	2,040	0	(2,040)		0.0%
		Expenditure	92,720	2,934	13,435	10,501	10,501	21.8%
	Movement to/(from) Gen Reserve		<u>(90,034)</u>	<u>(894)</u>				
111	CORPORATE MANAGEMENT	Income	1,167,097	644,915	1,292,191	647,276		49.9%
		Expenditure	171,390	61,934	122,729	60,795	60,795	50.5%
	Movement to/(from) Gen Reserve		<u>995,707</u>	<u>582,981</u>				
112	DEMOCRATIC REP'N & MGMT	Income	7,800	3,826	0	(3,826)		0.0%
		Expenditure	257,342	108,858	188,576	79,718	79,718	57.7%
	Movement to/(from) Gen Reserve		<u>(249,542)</u>	<u>(105,032)</u>				
113	CIVIC ACTIVITIES & EXPENSES	Income	577	102	500	398		20.4%
		Expenditure	1,000	2,865	3,100	235	235	92.4%
	Movement to/(from) Gen Reserve		<u>(423)</u>	<u>(2,763)</u>				
115	ORCHARD COMMUNITY CENTRE	Income	23,422	7,977	33,120	25,143		24.1%
		Expenditure	87,393	34,580	109,873	75,293	75,293	31.5%
	Movement to/(from) Gen Reserve		<u>(63,971)</u>	<u>(26,603)</u>				
901	CENTRAL SERVICES	Expenditure	355	0	77,668	77,668	77,668	0.0%
	Finance & General Purposes Income		<u>1,202,382</u>	<u>659,063</u>	<u>1,327,611</u>	<u>668,548</u>		<u>49.6%</u>
	Expenditure		<u>642,450</u>	<u>222,201</u>	<u>549,948</u>	<u>327,747</u>	<u>0</u>	<u>40.4%</u>
	Movement to/(from) Gen Reserve		<u>559,932</u>	<u>436,862</u>				
Public Land & Open Spaces								
102	ALLOTMENTS	Income	9,682	627	7,200	6,573		8.7%
		Expenditure	1,681	533	1,715	1,183	1,183	31.0%
	Movement to/(from) Gen Reserve		<u>8,001</u>	<u>95</u>				
104	BURIAL GROUNDS	Income	24,152	6,357	18,900	12,543		33.6%
		Expenditure	98,461	44,947	104,123	59,176	59,176	43.2%
	Movement to/(from) Gen Reserve		<u>(74,309)</u>	<u>(38,590)</u>				
210	GENERAL	Expenditure	3,876	2,467	3,000	533	533	82.2%
212	RECREATION GROUNDS	Income	8,888	1,799	5,500	3,701		32.7%
		Expenditure	349,409	138,847	359,019	220,172	220,172	38.7%
	Movement to/(from) Gen Reserve		<u>(340,520)</u>	<u>(137,048)</u>				
902	WORKS SERVICES	Expenditure	0	0	62,097	62,097	62,097	0.0%

Summary Income & Expenditure by Budget Heading 31/07/2021

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Public Land & Open Spaces Income	42,723	8,784	31,600	22,816			27.8%
Expenditure	453,426	186,793	529,954	343,161	0	343,161	35.2%
Movement to/(from) Gen Reserve	<u>(410,703)</u>	<u>(178,009)</u>					
Town Centre Management							
103 STREET LIGHTS	Expenditure	0	765	0	(765)	(765)	0.0%
105 CAR PARKS	Income	13,071	8,928	39,800	30,872		22.4%
	Expenditure	99,295	29,743	96,982	67,239	67,239	30.7%
Movement to/(from) Gen Reserve	<u>(86,224)</u>	<u>(20,816)</u>					
106 MARKET	Income	3,803	3,435	16,500	13,065		20.8%
	Expenditure	43,595	21,719	40,793	19,074	19,074	53.2%
Movement to/(from) Gen Reserve	<u>(39,792)</u>	<u>(18,283)</u>					
107 TOWN CENTRE GENERAL	Income	345	0	500	500		0.0%
	Expenditure	110,081	29,799	120,254	90,455	90,455	24.8%
Movement to/(from) Gen Reserve	<u>(109,736)</u>	<u>(29,799)</u>					
110 PUBLIC CONVENIENCES	Income	650	0	0	0		0.0%
	Expenditure	22,770	2,573	7,080	4,507	4,507	36.3%
Movement to/(from) Gen Reserve	<u>(22,120)</u>	<u>(2,573)</u>					
Town Centre Management Income	17,869	12,363	56,800	44,437			21.8%
Expenditure	275,741	84,599	265,109	180,510	0	180,510	31.9%
Movement to/(from) Gen Reserve	<u>(257,873)</u>	<u>(72,236)</u>					
Grand Totals:- Income	1,262,974	680,210	1,416,011	735,801			48.0%
Expenditure	1,371,617	493,594	1,345,011	851,417	0	851,417	36.7%
Net Income over Expenditure	<u>(108,644)</u>	<u>186,616</u>	<u>71,000</u>	<u>(115,616)</u>			
Movement to/(from) Gen Reserve	<u>(108,644)</u>	<u>186,616</u>					

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Finance & General Purposes								
101 B'SWADE MAGISTRATES COURT								
1081 INC-RENT	680	0	1,800	1,800			0.0%	
1091 INC-MISCELLANEOUS	120	203	0	(203)			0.0%	
B'SWADE MAGISTRATES COURT :- Income	800	203	1,800	1,597			11.3%	0
4007 HEALTH & SAFETY	294	0	300	300	300	0.0%		
4008 STAFF TRAINING	270	0	0	0	0	0.0%		
4011 RATES	14,220	4,858	12,740	7,882	7,882	38.1%		
4012 WATER RATES	425	160	500	340	340	32.0%		
4013 RENT	(46,090)	(9,648)	(24,700)	(15,052)	(15,052)	39.1%		
4014 ELECTRICITY	2,384	1,483	3,000	1,517	1,517	49.4%		
4015 GAS	3,992	1,403	2,000	597	597	70.2%		
4016 CLEANING COSTS	11,766	922	360	(562)	(562)	256.0%		
4021 TELEPHONE & FAX	122	0	0	0	0	0.0%		
4023 STATIONERY	180	0	0	0	0	0.0%		
4026 COMPUTER	59	0	0	0	0	0.0%		
4029 OFFICE REFURBISHMENT	154	0	0	0	0	0.0%		
4036 PROPERTY MAINTENANCE	678	252	4,000	3,749	3,749	6.3%		
4042 EQUIPT MAINT/REPAIR	649	0	500	500	500	0.0%		
4104 REFUSE COLLECTION	1,187	323	1,000	677	677	32.3%		
4110 FIRE PRECAUTIONS	704	0	600	600	600	0.0%		
4128 EQUIPMENT	403	0	0	0	0	0.0%		
4134 SECURITY/CCTV	7,789	450	1,500	1,050	1,050	30.0%		
4790 DEFERRED GRANTS RELEASED	(2,593)	0	0	0	0	0.0%		
4999 DEPRECIATION CHARGED	4,206	0	0	0	0	0.0%		
B'SWADE MAGISTRATES COURT :- Indirect Expenditure	800	203	1,800	1,597	0	1,597	11.3%	0
Net Income over Expenditure	0	0	0	0				
108 GRANTS (INCL S137)								
4261 GRANTS UNDER OTHER POWERS	19,950	10,826	20,767	9,941	9,941	52.1%		
4264 Community Agent Grant	11,500	0	12,000	12,000	12,000	0.0%		
GRANTS (INCL S137) :- Indirect Expenditure	31,450	10,826	32,767	21,941	0	21,941	33.0%	0
Net Expenditure	(31,450)	(10,826)	(32,767)	(21,941)				
109 CAPITAL EXPENDITURE								
1074 INC-DONATIONS	1,020	0	0	0			0.0%	
1175 INC-SALES OF FIXED ASSETS	1,667	2,040	0	(2,040)			0.0%	
CAPITAL EXPENDITURE :- Income	2,687	2,040	0	(2,040)				0

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4053 LOAN INTEREST	5,383	0	4,752	4,752		4,752	0.0%	
4115 SEATING	0	19,942	0	(19,942)		(19,942)	0.0%	
4253 LEASE INTEREST REPAID	401	67	268	201		201	25.0%	
4801 CP - New Vehicles\Equipment	0	20,630	3,000	(17,630)		(17,630)	687.7%	
4802 CP - New Computer Installation	(1)	1,142	0	(1,142)		(1,142)	0.0%	
4803 CP - Boiler Magistrates Court	0	0	15,335	15,335		15,335	0.0%	
4847 CP - Drove Road	0	0	70,000	70,000		70,000	0.0%	
4851 CP - Emergency Support Plan De	0	0	6,000	6,000		6,000	0.0%	
4866 CP - Public Realm	0	4,831	0	(4,831)		(4,831)	0.0%	
4867 CP - Eldon Way L/Hold Improvem	0	12,630	0	(12,630)		(12,630)	0.0%	
4900 ROLLING CAPITAL FUND ALLOC'N	71,500	0	0	0		0	0.0%	
4980 LOAN REPAYMENT	9,453	0	5,107	5,107		5,107	0.0%	
4981 TFR TO CFR NEW ASSETS	15,830	0	0	0		0	0.0%	
4982 LEASE CAPITAL REPAID	4,963	827	3,308	2,481		2,481	25.0%	
4990 ASSET FUNDING FROM RCP	(14,810)	(57,136)	(94,335)	(37,199)		(37,199)	60.6%	
4993 TFR TO CAP REC RSV	0	2,040	0	(2,040)		(2,040)	0.0%	
4994 TRANSFER FROM CAP REC RSV	0	(2,040)	0	2,040		2,040	0.0%	
CAPITAL EXPENDITURE :- Indirect Expenditure	92,720	2,934	13,435	10,501	0	10,501	21.8%	0
Net Income over Expenditure	(90,034)	(894)	(13,435)	(12,541)				
111 CORPORATE MANAGEMENT								
1076 PRECEPT RECEIVED	1,166,677	644,846	1,289,691	644,845			50.0%	
1096 INTEREST RECEIVED	420	69	2,500	2,431			2.8%	
CORPORATE MANAGEMENT :- Income	1,167,097	644,915	1,292,191	647,276			49.9%	0
4057 AUDIT FEES	3,375	445	3,720	3,275		3,275	12.0%	
4080 BAD DEBTS WRITTEN OFF	3,992	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	65,173	27,817	63,456	35,639		35,639	43.8%	
4911 C.S. O'HEAD RECHARGE	98,850	33,672	55,553	21,881		21,881	60.6%	
CORPORATE MANAGEMENT :- Indirect Expenditure	171,390	61,934	122,729	60,795	0	60,795	50.5%	0
Net Income over Expenditure	995,707	582,981	1,169,462	586,481				
112 DEMOCRATIC REP'N & MGM'T								
1078 INC-MISC GRANTS	7,800	3,250	0	(3,250)			0.0%	
1082 INC-LETTINGS	0	576	0	(576)			0.0%	
DEMOCRATIC REP'N & MGM'T :- Income	7,800	3,826	0	(3,826)				0
4024 SUBSCRIPTIONS	2,992	2,565	3,200	635		635	80.2%	
4026 COMPUTER	0	0	1,500	1,500		1,500	0.0%	
4082 NEIGHBOURHOOD PLAN	24,167	24,308	20,000	(4,308)		(4,308)	121.5%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4085 COUNCIL WEBSITE	0	0	1,200	1,200		1,200	0.0%	
4135 ELECTION PROVISION	0	0	4,000	4,000		4,000	0.0%	
4790 DEFERRED GRANTS RELEASED	(1,806)	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	86,897	37,089	84,608	47,519		47,519	43.8%	
4911 C.S. O'HEAD RECHARGE	131,800	44,896	74,068	29,172		29,172	60.6%	
4991 TRANSFER TO E/MARKED RESERVE	4,000	0	0	0		0	0.0%	
4999 DEPRECIATION CHARGED	9,292	0	0	0		0	0.0%	
DEMOCRATIC REP'N & MGM'T :- Indirect Expenditure	257,342	108,858	188,576	79,718	0	79,718	57.7%	0
Net Income over Expenditure	(249,542)	(105,032)	(188,576)	(83,544)				
113 CIVIC ACTIVITIES & EXPENSES								
1091 INC-MISCELLANEOUS	577	0	500	500			0.0%	
1300 INC-MAYORS CHARITY	0	102	0	(102)			0.0%	
CIVIC ACTIVITIES & EXPENSES :- Income	577	102	500	398			20.4%	0
4008 STAFF TRAINING	0	0	500	500		500	0.0%	
4112 TOWN MAYOR'S ALLOW.	0	0	1,000	1,000		1,000	0.0%	
4166 TWINNING	0	0	500	500		500	0.0%	
4179 CIVIC FUNCTIONS	0	0	1,000	1,000		1,000	0.0%	
4180 CIVIC REGALIA REPAIRS ETC	0	2,865	100	(2,765)		(2,765)	2865.2%	
4991 TRANSFER TO E/MARKED RESERVE	1,000	0	0	0		0	0.0%	
CIVIC ACTIVITIES & EXPENSES :- Indirect Expenditure	1,000	2,865	3,100	235	0	235	92.4%	0
Net Income over Expenditure	(423)	(2,763)	(2,600)	163				
115 ORCHARD COMMUNITY CENTRE								
1077 INC-S106 GRANTS	800	0	0	0			0.0%	
1078 INC-MISC GRANTS	18,000	0	18,000	18,000			0.0%	
1081 INC-RENT	346	0	0	0			0.0%	
1082 INC-LETTINGS	4,276	7,977	15,000	7,023			53.2%	
1109 INC-COFFEE MACHINE	0	0	120	120			0.0%	
ORCHARD COMMUNITY CENTRE :- Income	23,422	7,977	33,120	25,143			24.1%	0
4001 STAFF SALARIES	54,292	20,213	65,137	44,924		44,924	31.0%	
4002 EMPLOYERS N.I	4,962	1,566	5,351	3,785		3,785	29.3%	
4003 EMPLOYERS SUPERANN.	13,099	5,209	16,805	11,596		11,596	31.0%	
4007 HEALTH & SAFETY	966	51	500	449		449	10.2%	
4009 STAFF TRAVEL	129	102	300	198		198	34.0%	
4011 RATES	0	0	5,500	5,500		5,500	0.0%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4012 WATER RATES	341	117	900	783		783	13.0%	
4014 ELECTRICITY	4,623	2,759	4,800	2,041		2,041	57.5%	
4015 GAS	1,062	390	2,000	1,610		1,610	19.5%	
4016 CLEANING COSTS	1,440	689	240	(449)		(449)	286.9%	
4020 MISC. ESTABLISH.COST	226	22	500	478		478	4.5%	
4021 TELEPHONE & FAX	0	0	1,200	1,200		1,200	0.0%	
4023 STATIONERY	0	59	0	(59)		(59)	0.0%	
4026 COMPUTER	1,516	150	2,940	2,790		2,790	5.1%	
4032 PUBLICITY	0	0	500	500		500	0.0%	
4036 PROPERTY MAINTENANCE	241	835	1,000	165		165	83.5%	
4038 MAINTENANCE CONTRACT	1,121	445	1,500	1,055		1,055	29.7%	
4042 EQUIPT MAINT/REPAIR	505	1,592	200	(1,392)		(1,392)	795.8%	
4060 OFFICE EQUIPMENT	0	123	0	(123)		(123)	0.0%	
4080 BAD DEBTS WRITTEN OFF	2,327	0	0	0		0	0.0%	
4081 Licences	315	73	300	227		227	24.3%	
4110 FIRE PRECAUTIONS	41	0	0	0		0	0.0%	
4128 EQUIPMENT	1,200	185	200	15		15	92.5%	
4790 DEFERRED GRANTS RELEASED	(12,430)	0	0	0		0	0.0%	
4999 DEPRECIATION CHARGED	11,417	0	0	0		0	0.0%	
ORCHARD COMMUNITY CENTRE :- Indirect Expenditure	87,393	34,580	109,873	75,293	0	75,293	31.5%	0
Net Income over Expenditure	(63,971)	(26,603)	(76,753)	(50,150)				
901 CENTRAL SERVICES								
4001 STAFF SALARIES	174,241	74,086	260,444	186,358		186,358	28.4%	
4002 EMPLOYERS N.I	15,552	7,384	25,027	17,643		17,643	29.5%	
4003 EMPLOYERS SUPERANN.	27,449	11,254	48,884	37,630		37,630	23.0%	
4005 AGENCY STAFF	135,350	26,040	11,708	(14,332)		(14,332)	222.4%	
4007 HEALTH & SAFETY	638	92	2,500	2,408		2,408	3.7%	
4008 STAFF TRAINING	1,607	984	2,000	1,016		1,016	49.2%	
4009 STAFF TRAVEL	1,134	439	3,000	2,561		2,561	14.6%	
4010 MISC. STAFF COSTS	834	0	1,000	1,000		1,000	0.0%	
4013 RENT	46,090	9,648	24,700	15,052		15,052	39.1%	
4020 MISC. ESTABLISH.COST	0	187	250	63		63	74.8%	
4021 TELEPHONE & FAX	9,108	3,572	7,600	4,028		4,028	47.0%	
4022 POSTAGE	1,044	534	800	266		266	66.7%	
4023 STATIONERY	2,051	1,187	1,800	613		613	65.9%	
4025 INSURANCE	19,545	18,510	21,000	2,490		2,490	88.1%	
4026 COMPUTER	48,743	18,772	36,000	17,228		17,228	52.1%	
4027 PHOTOCOPIER	2,505	1,247	3,000	1,753		1,753	41.6%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4030 ADVERTISING, RECRUITMENT	8,668	5,100	0	(5,100)		(5,100)	0.0%	
4031 ADVERTISING	0	1,568	400	(1,168)		(1,168)	392.0%	
4032 PUBLICITY	2,527	0	2,500	2,500		2,500	0.0%	
4041 EQUIPMENT HIRE	355	0	0	0		0	0.0%	
4051 BANK CHARGES	1,020	473	1,200	727		727	39.4%	
4056 LEGAL EXPENSES	7,102	3,861	1,000	(2,861)		(2,861)	386.1%	
4058 PROFESSIONAL FEES	17,067	7,098	2,000	(5,098)		(5,098)	354.9%	
4059 CONSULTANCY	0	6,930	0	(6,930)		(6,930)	0.0%	
4060 OFFICE EQUIPMENT	737	508	500	(8)		(8)	101.6%	
4073 PAYROLL BUREAU FEES	2,911	(220)	2,000	2,220		2,220	(11.0%)	
4074 ACCOUNTANCY FEES	15,193	5,712	15,000	9,288		9,288	38.1%	
4125 Misc Costs	52	0	50	50		50	0.0%	
4901 C.S. SALARY RECHARGE	(217,242)	(92,724)	(211,520)	(118,796)		(118,796)	43.8%	
4911 C.S. O'HEAD RECHARGE	(329,501)	(112,240)	(185,175)	(72,935)		(72,935)	60.6%	
4999 DEPRECIATION CHARGED	5,574	0	0	0		0	0.0%	
CENTRAL SERVICES :- Indirect Expenditure	355	0	77,668	77,668	0	77,668	0.0%	0
Net Expenditure	(355)	0	(77,668)	(77,668)				

Finance & General Purposes :- Income	1,202,382	659,063	1,327,611	668,548			49.6%	
Expenditure	642,450	222,201	549,948	327,747	0	327,747	40.4%	
Movement to/(from) Gen Reserve	559,932	436,862						

Public Land & Open Spaces102 ALLOTMENTS

1087 INC-ALLOTMENTS	9,682	627	7,200	6,573			8.7%	
ALLOTMENTS :- Income	9,682	627	7,200	6,573			8.7%	0
4013 RENT	581	233	465	233		233	50.0%	
4037 GROUNDS MAINTENANCE	73	0	500	500		500	0.0%	
4067 PEST CONTROL	860	300	750	450		450	40.0%	
4999 DEPRECIATION CHARGED	167	0	0	0		0	0.0%	
ALLOTMENTS :- Indirect Expenditure	1,681	533	1,715	1,183	0	1,183	31.0%	0
Net Income over Expenditure	8,001	95	5,485	5,390				

104 BURIAL GROUNDS

1084 INC-BURIAL FEES	24,152	6,357	18,000	11,643			35.3%	
1097 INC-MEMORIALS	0	0	900	900			0.0%	
BURIAL GROUNDS :- Income	24,152	6,357	18,900	12,543			33.6%	0

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4011 RATES	4,786	1,607	4,800	3,193		3,193	33.5%	
4012 WATER RATES	111	29	150	121		121	19.4%	
4014 ELECTRICITY	106	80	150	70		70	53.4%	
4036 PROPERTY MAINTENANCE	730	6,870	2,000	(4,870)		(4,870)	343.5%	
4104 REFUSE COLLECTION	303	0	0	0		0	0.0%	
4110 FIRE PRECAUTIONS	153	0	500	500		500	0.0%	
4178 PATHS MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4901 C.S. SALARY RECHARGE	13,034	5,563	12,691	7,128		7,128	43.8%	
4902 W.S. SALARY RECHARGE	46,183	19,375	59,441	40,066		40,066	32.6%	
4911 C.S. O'HEAD RECHARGE	19,770	6,734	11,111	4,377		4,377	60.6%	
4912 W.S. O'HEAD RECHARGE	11,033	4,687	12,280	7,593		7,593	38.2%	
4999 DEPRECIATION CHARGED	2,250	0	0	0		0	0.0%	
BURIAL GROUNDS :- Indirect Expenditure	98,461	44,947	104,123	59,176	0	59,176	43.2%	0
Net Income over Expenditure	(74,309)	(38,590)	(85,223)	(46,633)				
210 GENERAL								
4064 ANNUAL HANGING BASKETS	3,876	2,467	3,000	533		533	82.2%	
GENERAL :- Indirect Expenditure	3,876	2,467	3,000	533	0	533	82.2%	0
Net Expenditure	(3,876)	(2,467)	(3,000)	(533)				
212 RECREATION GROUNDS								
1077 INC-S106 GRANTS	2,600	0	0	0			0.0%	
1081 INC-RENT	2,720	1,788	3,500	1,712			51.1%	
1083 INC-PITCH HIRE	261	0	2,000	2,000			0.0%	
1091 INC-MISCELLANEOUS	3,308	12	0	(12)			0.0%	
RECREATION GROUNDS :- Income	8,888	1,799	5,500	3,701			32.7%	0
4011 RATES	4,527	1,517	3,775	2,258		2,258	40.2%	
4012 WATER RATES	9,480	3,822	11,000	7,178		7,178	34.7%	
4013 RENT	0	0	1	1		1	0.0%	
4014 ELECTRICITY	2,794	2,320	6,000	3,680		3,680	38.7%	
4037 GROUNDS MAINTENANCE	470	3,590	2,500	(1,090)		(1,090)	143.6%	
4038 MAINTENANCE CONTRACT	7,430	2,657	6,900	4,243		4,243	38.5%	
4039 PLAY. EQUIP. MAINT.	0	0	3,000	3,000		3,000	0.0%	
4043 FENCING & GATES	0	0	1,000	1,000		1,000	0.0%	
4044 TREES & PLANTS	1,110	374	2,500	2,126		2,126	15.0%	
4067 PEST CONTROL	400	150	900	750		750	16.7%	
4080 BAD DEBTS WRITTEN OFF	1,237	0	0	0		0	0.0%	
4100 FERT./SEEDS/WEEDKILL	41	0	200	200		200	0.0%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4104 REFUSE COLLECTION	4,680	3,019	4,000	981		981	75.5%	
4110 FIRE PRECAUTIONS	476	0	750	750		750	0.0%	
4114 LITTER BINS	0	0	2,000	2,000		2,000	0.0%	
4128 EQUIPMENT	0	150	0	(150)		(150)	0.0%	
4139 GRASS CUTTING	0	4,236	0	(4,236)		(4,236)	0.0%	
4790 DEFERRED GRANTS RELEASED	(11,187)	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	34,759	14,836	33,843	19,007		19,007	43.8%	
4902 W.S. SALARY RECHARGE	161,641	67,813	208,042	140,229		140,229	32.6%	
4911 C.S. O'HEAD RECHARGE	52,720	17,958	29,628	11,670		11,670	60.6%	
4912 W.S. O'HEAD RECHARGE	38,617	16,405	42,980	26,575		26,575	38.2%	
4999 DEPRECIATION CHARGED	40,215	0	0	0		0	0.0%	
RECREATION GROUNDS :- Indirect Expenditure	349,409	138,847	359,019	220,172	0	220,172	38.7%	0
Net Income over Expenditure	(340,520)	(137,048)	(353,519)	(216,471)				
<u>902 WORKS SERVICES</u>								
4001 STAFF SALARIES	180,216	78,275	239,146	160,871		160,871	32.7%	
4002 EMPLOYERS N.I	15,345	6,016	21,006	14,990		14,990	28.6%	
4003 EMPLOYERS SUPERANN.	35,354	12,585	61,701	49,116		49,116	20.4%	
4007 HEALTH & SAFETY	822	456	500	44		44	91.2%	
4008 STAFF TRAINING	132	806	2,500	1,694		1,694	32.2%	
4009 STAFF TRAVEL	46	248	300	52		52	82.8%	
4011 RATES	0	0	16,000	16,000		16,000	0.0%	
4013 RENT	0	0	14,176	14,176		14,176	0.0%	
4014 ELECTRICITY	(3,543)	302	7,596	7,294		7,294	4.0%	
4023 STATIONERY	0	6	0	(6)		(6)	0.0%	
4030 ADVERTISING, RECRUITMENT	0	273	0	(273)		(273)	0.0%	
4036 PROPERTY MAINTENANCE	0	0	5,200	5,200		5,200	0.0%	
4037 GROUNDS MAINTENANCE	0	83	0	(83)		(83)	0.0%	
4041 EQUIPMENT HIRE	183	156	400	244		244	39.0%	
4042 EQUIPT MAINT/REPAIR	5,435	724	4,500	3,776		3,776	16.1%	
4044 TREES & PLANTS	0	120	0	(120)		(120)	0.0%	
4046 VEHICLE LEASING	9,698	4,662	11,000	6,338		6,338	42.4%	
4047 MATERIALS/TOOLS	9,566	4,068	12,000	7,932		7,932	33.9%	
4048 VEHICLE MAINT/REPAIR	4,303	3,826	10,000	6,174		6,174	38.3%	
4049 VEHICLE FUEL	5,808	1,894	8,000	6,106		6,106	23.7%	
4050 VEHICLE TAX	675	296	675	379		379	43.9%	
4060 OFFICE EQUIPMENT	29	2,505	0	(2,505)		(2,505)	0.0%	
4100 FERT./SEEDS/WEEDKILL	0	479	0	(479)		(479)	0.0%	
4101 MOWER REPAIRS	0	145	0	(145)		(145)	0.0%	
4103 PROTECTIVE CLOTHING	3,036	633	2,500	1,867		1,867	25.3%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4119 SKIP HIRE	2,048	314	3,000	2,686		2,686	10.5%	
4128 EQUIPMENT	490	1,439	500	(939)		(939)	287.8%	
4790 DEFERRED GRANTS RELEASED	(2,536)	0	0	0		0	0.0%	
4902 W.S. SALARY RECHARGE	(230,916)	(96,876)	(297,203)	(200,327)		(200,327)	32.6%	
4912 W.S. O'HEAD RECHARGE	(55,166)	(23,436)	(61,400)	(37,964)		(37,964)	38.2%	
4999 DEPRECIATION CHARGED	18,975	0	0	0		0	0.0%	
WORKS SERVICES :- Indirect Expenditure	0	0	62,097	62,097	0	62,097	0.0%	0
Net Expenditure	0	0	(62,097)	(62,097)				

Public Land & Open Spaces :- Income	42,723	8,784	31,600	22,816			27.8%	
Expenditure	453,426	186,793	529,954	343,161	0	343,161	35.2%	
Movement to/(from) Gen Reserve	(410,703)	(178,009)						

Town Centre Management103 STREET LIGHTS

4014 ELECTRICITY	0	765	0	(765)		(765)	0.0%	
STREET LIGHTS :- Indirect Expenditure	0	765	0	(765)	0	(765)		0
Net Expenditure	0	(765)	0	765				

105 CAR PARKS

1088 INC-CAR PARKING FEES	7,316	6,377	22,000	15,623			29.0%	
1089 INC - PARKING PERMITS WORK	2,475	485	11,500	11,015			4.2%	
1189 INC-PARKING PERMITS RES	3,280	2,065	6,300	4,235			32.8%	
CAR PARKS :- Income	13,071	8,928	39,800	30,872			22.4%	0
4011 RATES	26,318	8,707	26,600	17,893		17,893	32.7%	
4038 MAINTENANCE CONTRACT	7,583	692	7,500	6,808		6,808	9.2%	
4047 MATERIALS/TOOLS	810	904	2,000	1,096		1,096	45.2%	
4056 LEGAL EXPENSES	495	2,022	1,000	(1,022)		(1,022)	202.2%	
4092 Card Processing Fees	423	328	1,000	672		672	32.8%	
4108 SURFACE REPAIRS	0	0	3,000	3,000		3,000	0.0%	
4126 CAR PARK LEASE	32,345	8,000	32,001	24,001		24,001	25.0%	
4790 DEFERRED GRANTS RELEASED	(742)	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	3,259	1,391	3,173	1,782		1,782	43.8%	
4902 W.S. SALARY RECHARGE	11,546	4,844	14,860	10,016		10,016	32.6%	
4911 C.S. O'HEAD RECHARGE	4,943	1,684	2,778	1,094		1,094	60.6%	
4912 W.S. O'HEAD RECHARGE	2,758	1,172	3,070	1,898		1,898	38.2%	
4999 DEPRECIATION CHARGED	9,559	0	0	0		0	0.0%	
CAR PARKS :- Indirect Expenditure	99,295	29,743	96,982	67,239	0	67,239	30.7%	0
Net Income over Expenditure	(86,224)	(20,816)	(57,182)	(36,366)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>106 MARKET</u>								
1085 INC-TUESDAY MARKET RENTS	697	623	1,500	877			41.5%	
1086 INC-SATURDAY MARKET RENTS	3,106	2,813	15,000	12,187			18.8%	
MARKET :- Income	<u>3,803</u>	<u>3,435</u>	<u>16,500</u>	<u>13,065</u>			20.8%	0
4001 STAFF SALARIES	388	0	0	0		0	0.0%	
4002 EMPLOYERS N.I	152	59	227	168		168	26.0%	
4003 EMPLOYERS SUPERANN.	741	871	2,691	1,820		1,820	32.4%	
4004 MARKET STAFF	6,407	3,376	10,430	7,054		7,054	32.4%	
4011 RATES	5,364	1,724	5,260	3,536		3,536	32.8%	
4012 WATER RATES	613	0	0	0		0	0.0%	
4014 ELECTRICITY	981	634	600	(34)		(34)	105.6%	
4023 STATIONERY	0	32	0	(32)		(32)	0.0%	
4032 PUBLICITY	608	0	1,500	1,500		1,500	0.0%	
4047 MATERIALS/TOOLS	0	278	250	(28)		(28)	111.2%	
4115 SEATING	0	4,498	0	(4,498)		(4,498)	0.0%	
4901 C.S. SALARY RECHARGE	10,862	4,636	10,576	5,940		5,940	43.8%	
4911 C.S. O'HEAD RECHARGE	16,475	5,612	9,259	3,647		3,647	60.6%	
4999 DEPRECIATION CHARGED	1,004	0	0	0		0	0.0%	
MARKET :- Indirect Expenditure	<u>43,595</u>	<u>21,719</u>	<u>40,793</u>	<u>19,074</u>	0	19,074	53.2%	0
Net Income over Expenditure	<u>(39,792)</u>	<u>(18,283)</u>	<u>(24,293)</u>	<u>(6,010)</u>				
<u>107 TOWN CENTRE GENERAL</u>								
1071 INC - A BOARDS	0	0	200	200			0.0%	
1072 INC - TEMP STREET FURNITURE	0	0	300	300			0.0%	
1145 INC-CHRISTMAS ACTIVITIES	345	0	0	0			0.0%	
TOWN CENTRE GENERAL :- Income	<u>345</u>	<u>0</u>	<u>500</u>	<u>500</u>			0.0%	0
4001 STAFF SALARIES	26,401	9,064	27,397	18,333		18,333	33.1%	
4002 EMPLOYERS N.I	2,431	844	2,568	1,724		1,724	32.9%	
4003 EMPLOYERS SUPERANN.	6,344	2,338	7,068	4,730		4,730	33.1%	
4009 STAFF TRAVEL	98	0	0	0		0	0.0%	
4012 WATER RATES	0	33	0	(33)		(33)	0.0%	
4036 PROPERTY MAINTENANCE	688	394	240	(154)		(154)	164.1%	
4037 GROUNDS MAINTENANCE	0	400	0	(400)		(400)	0.0%	
4044 TREES & PLANTS	200	0	0	0		0	0.0%	
4067 PEST CONTROL	0	25	0	(25)		(25)	0.0%	
4104 REFUSE COLLECTION	150	0	0	0		0	0.0%	
4116 WAR MEM & REM SERV	0	50	750	700		700	6.7%	
4117 CLOCK REPAIRS	0	0	350	350		350	0.0%	
4127 SIGNS	0	160	0	(160)		(160)	0.0%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4128 EQUIPMENT	0	2,066	0	(2,066)		(2,066)	0.0%	
4138 MARKET SQUARE EVENTS	2,772	3,235	15,000	11,765		11,765	21.6%	
4140 CHRISTMAS ACTIVITIES	13,640	0	7,000	7,000		7,000	0.0%	
4144 CCTV	15,378	2,100	18,000	15,900		15,900	11.7%	
4145 CHRISTMAS LIGHTS	18,914	0	18,000	18,000		18,000	0.0%	
4790 DEFERRED GRANTS RELEASED	(571)	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	3,259	1,391	3,173	1,782		1,782	43.8%	
4902 W.S. SALARY RECHARGE	11,546	4,844	14,860	10,016		10,016	32.6%	
4911 C.S. O'HEAD RECHARGE	4,943	1,684	2,778	1,094		1,094	60.6%	
4912 W.S. O'HEAD RECHARGE	2,758	1,172	3,070	1,898		1,898	38.2%	
4999 DEPRECIATION CHARGED	1,131	0	0	0		0	0.0%	
TOWN CENTRE GENERAL :- Indirect Expenditure	110,081	29,799	120,254	90,455	0	90,455	24.8%	0
Net Income over Expenditure	(109,736)	(29,799)	(119,754)	(89,955)				
110 PUBLIC CONVENIENCES								
1091 INC-MISCELLANEOUS	650	0	0	0			0.0%	
PUBLIC CONVENIENCES :- Income	650	0	0	0				0
4011 RATES	3,134	(3,144)	0	3,144		3,144	0.0%	
4012 WATER RATES	627	85	2,000	1,915		1,915	4.2%	
4014 ELECTRICITY	0	0	1,000	1,000		1,000	0.0%	
4016 CLEANING COSTS	0	3,158	600	(2,558)		(2,558)	526.3%	
4036 PROPERTY MAINTENANCE	6,516	0	2,500	2,500		2,500	0.0%	
4038 MAINTENANCE CONTRACT	12,493	1,686	980	(706)		(706)	172.0%	
4042 EQUIPT MAINT/REPAIR	0	650	0	(650)		(650)	0.0%	
4047 MATERIALS/TOOLS	0	138	0	(138)		(138)	0.0%	
PUBLIC CONVENIENCES :- Indirect Expenditure	22,770	2,573	7,080	4,507	0	4,507	36.3%	0
Net Income over Expenditure	(22,120)	(2,573)	(7,080)	(4,507)				
Town Centre Management :- Income	17,869	12,363	56,800	44,437			21.8%	
Expenditure	275,741	84,599	265,109	180,510	0	180,510	31.9%	
Movement to/(from) Gen Reserve	(257,873)	(72,236)						
Grand Totals:- Income	1,262,974	680,210	1,416,011	735,801			48.0%	
Expenditure	1,371,617	493,594	1,345,011	851,417	0	851,417	36.7%	
Net Income over Expenditure	(108,644)	186,616	71,000	(115,616)				
Movement to/(from) Gen Reserve	(108,644)	186,616						

List of Payments made between 01/07/2021 and 31/07/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2021	TotalJobs	DC	88.80		TotalJobs
01/07/2021	Totaljobs-Advertising	DC	178.80		Totaljobs-Advertising
02/07/2021	Biggleswade Comunity Group	000435	2,000.00		Comunity Group-Grant 21/22
02/07/2021	Indeed	DC	5.75		Indeed-Advertising
06/07/2021	ADT Fire & Security plc	201828	406.97		47552084/2176/ADT Fire & Secur
06/07/2021	George Browns Ltd	201829	1,831.95		141771/2163/George Browns Ltd
06/07/2021	Rosetta Publishing Ltd	201830	290.40		11520/2174/Rosetta Publishing
06/07/2021	Caliam Consulting Limited	201831	576.00		INV-2804/2164/Caliam Consultin
06/07/2021	C Keeble	201832	120.00		044/2171/C Keeble
06/07/2021	J R GOLDTHORPE & SON	201833	51.27		30621/2167/J R GOLDTHORPE & SO
06/07/2021	Bedfordshire Growers Limited	201834	99.97		001/3111189/2181/Bedfordshire
06/07/2021	HERTFORDSHIRE COUNTY	201835	803.41		H062109390/2190/HERTFORDSHIRE
06/07/2021	Harrier Office Supplies Ltd	201836	147.84		449502/2168/Harrier Office Sup
06/07/2021	Henlow Building Supplies	201837	75.48		IN0004387/2183/Henlow Building
06/07/2021	LGRC Associates Ltd	201838	8,496.00		1124/2169/LGRC Associates Ltd
06/07/2021	The Lion Press (Sandy) Ltd	201839	38.40		6394/2170/The Lion Press (Sand
06/07/2021	CENTRAL BEDFORDSHIRE	201840	116.25		7100006455/2165/CENTRAL BEDFOR
06/07/2021	Professional Pest Management	201841	60.00		INV-33684/2191/Professional Pe
06/07/2021	Auditing Solutions Ltd	201842	534.00		A7152/2162/Auditing Solutions
06/07/2021	DCK Accounting Solutions Ltd	201843	1,650.00		TPC9706/2166/DCK Accounting So
06/07/2021	R & C Hyett	201844	1,580.00		BTC281/2172/R & C Hyett
06/07/2021	Rialtas Business Solutions Ltd	201845	1,204.80		SM23760/2173/Rialtas Business
06/07/2021	Spaldings UK Limited	201846	356.58		SI-2685829/2178/Spaldings UK L
06/07/2021	Turfcare Leisure Services Ltd	201847	690.47		16196/2179/Turfcare Leisure Se
06/07/2021	Unison	201848	11.50		JUNE21/2198/Unison
06/07/2021	Central Bedfordshire Council	CNXL201840	-116.25		P/Ledger Electronic Payment
06/07/2021	Central Bedfordshire Council	Std Ord	4,861.00		CBC - Rates 2021/21
06/07/2021	REVERSE - Toilets Rates	SO-REVERSE	262.00		REVERSE - Toilets Rates
06/07/2021	REVERSE TOILET RATES	REVERSE	-524.00		REVERSE TOILET RATES
07/07/2021	Atomic Pest Control	000436	25.00		Atomic Pest-Pegions in Market
07/07/2021	SLCC Enterprises Ltd	DC01	84.00		P/Ledger Electronic Payment
08/07/2021	Node IT Solutions Ltd	DD01	1,370.83		6075/2184/Node IT Solutions Lt
09/07/2021	Central Bedfordshire Council	DD02	116.25		P/Ledger Electronic Payment
09/07/2021	Opus Energy	DD03	241.31		26520552/2188/Opus Energy
12/07/2021	BNP Paribus	DDR	584.17		BNP-LN69 XVL
12/07/2021	The Right Fuelcard Company Lim	DD04	3.60		2255-Motor fuel
12/07/2021	OPUS Energy (Corporate) Limite	DD05	67.56		P/Ledger Electronic Payment
12/07/2021	Node IT Solutions Ltd	DD06	158.98		6087/2187/Node IT Solutions Lt
12/07/2021	Node IT Solutions Ltd	DD07	211.20		6086/2186/Node IT Solutions Lt
12/07/2021	Node IT Solutions Ltd	DD08	3,030.48		6085/2185/Node IT Solutions Lt
13/07/2021	HM Land Registry	DD	18.00		HM Land Registry
13/07/2021	Bedfordshire Pension Due	BACS	9,300.06		Bedfordshire Pension Due
14/07/2021	Lloyds Salary A/C	Tfr	31,800.00		Salary A/C Top-up
14/07/2021	Wellers Law Group	FPO	1,593.41		Wellers Law Group-Car Park
15/07/2021	Lex Autolease Ltd	DD09	410.64		2247-Lease rental
15/07/2021	Manomano CD	DC	1,010.90		Manomano-Market Events
16/07/2021	HMRC PAYE/NI Due	BACS	11,782.69		HMRC PAYE/NI Due

List of Payments made between 01/07/2021 and 31/07/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/07/2021	Fuel Genie DDR	DD10	790.17		2257-Motor fuel-June
16/07/2021	Parking permit-Refund	000434	40.00		Parking permit-Refund
20/07/2021	Anglian Water Business Ltd. (N	DD11	17.89		2254-Water 02.04.21-01.07.21
20/07/2021	Anglian Water Business Ltd. (N	DD12	39.59		2248-Water 05.04.21-04.07.21
20/07/2021	AIB Merchant Services	DD13	79.24		2271-Card processing fee-June
21/07/2021	Anglian Water Business Ltd. (N	DD14	39.59		2252-Water 02.04.21-01.07.21
21/07/2021	Anglian Water Business Ltd. (N	DD15	81.30		2251-Water 05.04.21-04.07.21
21/07/2021	Anglian Water Business Ltd. (N	DD16	84.94		2250-Water 05.04.21-04.07.21
22/07/2021	CoolerAid Ltd	201849	65.10		1551588/2177/CoolerAid Ltd
22/07/2021	British Telecommunications PLC	201850	587.26		2244-Monthly phone +broadband
22/07/2021	BATPC	201851	2,101.00		2230-Affiliation Fee 21/22
22/07/2021	Bedford College	201852	806.00		2235-NPTC Lvl 2 award
22/07/2021	Branson Leisure Limited	201853	5,397.60		2239-Baltimore iron seats
22/07/2021	Bedfordshire Rural Communities	201854	1,762.56		2228-N'hood plan-Spring q'tnir
22/07/2021	Colin Ross Workwear & Safety	201855	95.98		2236-Waterproof trousers+jacke
22/07/2021	Deeping Direct Limited	201856	72.00		2226-Container hire June 2021
22/07/2021	Harrier Office Supplies Ltd	201857	165.84		2243-Toilet roll
22/07/2021	Herts CCTV Partnership Ltd	201858	600.00		2272-Sim card renewal-RV camer
22/07/2021	Biggleswade MOT Centre Ltd	201859	174.00		2238-Replace tyres
22/07/2021	Professional Pest Management	201860	300.00		2225-Pest control visit 10.06
22/07/2021	Plantscape Ltd	201861	2,478.96		2276-3 tier planters for Town
22/07/2021	DCK Accounting Solutions Ltd	201862	4,347.19		2242-Preparing audit files
22/07/2021	Rialtas Business Solutions Ltd	201863	240.00		2234-Remote training session
22/07/2021	Ricoh UK Ltd	201864	1,008.62		2233-Copier charge-Apr to June
22/07/2021	Stapleton's (Tyre Services) Lt	201865	78.00		2231-Agricultural punture+Call
22/07/2021	Tim's Digital	201866	116.40		2227-VPS hosting for BTC.gov
22/07/2021	Unison	201867	11.50		2284-Unison Due July 2021
22/07/2021	Urban Vision Enterprise CIC	201868	5,670.00		2232-June-Prj.Manager
22/07/2021	SLCC Enterprises Ltd	201869	84.00		2237-Agenda+minutes-Training
23/07/2021	Peter Tarrant	000437	526.79		Peter Tarrant-Reimburse phone
23/07/2021	EE - DDR	DD17	255.11		P/Ledger Electronic Payment
26/07/2021	Bedfordshire Pension Due	BACS	9,318.61		Bedfordshire Pension Due
26/07/2021	HM Land Registry	DD	78.00		HM Land Registry
27/07/2021	Charlotte Puxley	000438	55.82		Allotment - Plot 5A Deposit
27/07/2021	OPUS Energy (Corporate) Limite	DD18	62.80		2258-Gas 11.05.21-11.07.21
27/07/2021	OPUS Energy (Corporate) Limite	DD19	1,087.63		2270-Elec 18.06.21-11.07.21
27/07/2021	Kubota Finance	Std Ord	536.40		Kubota Finance Leasing
28/07/2021	Anglian Water Business Ltd. (N	DD20	127.21		2327-Water 12.04.21-11.07.21
29/07/2021	HM Land Registry	DD	168.00		HM Land Registry
30/07/2021	F & R Cawley Ltd	DD21	1,018.93		2246-Refuse collection June 21
Total Payments			128,276.50		