



Ref: Agenda/Council-09/11/2021

4th November 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 9th November 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

A handwritten signature in black ink, appearing to read "Peter Tarrant", written over a horizontal line.

Peter Tarrant
Chief Executive & Town Clerk

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_mUJeO7E-TUyyifAzC49Zhq

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. The minutes of the Council Meeting held on **Tuesday 12th October 2021** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. The minutes of the Council Meeting held on **Tuesday 26th October 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 12th October 2021.
- b. Minutes of the Council Meeting held on Tuesday 26th October 2021.

9. ITEMS FOR CONSIDERATION

a. Proposed Waiting Restrictions

For Members to consider Central Bedfordshire Council's proposed waiting restrictions on the following roads:

- i. Drove Road, east side.
- ii. Rose Lane, east side.
- iii. Chambers Way, north-west side.
- iv. Chambers Way, south-east side, north-east of the junction with London Road.
- v. Chambers Way, south-east side, from the north-eastern side.
- vi. Avocet Close, west side.
- vii. Kitelands Road.
- viii. Fairfield Road.

A map of the proposal for each road is attached to this agenda.

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/21/04465/FULL Planning application 3 Tate Drive, Biggleswade, SG18 8UD

Loft conversion to create two bedrooms with front roof lights and three rear dormer windows.

b. CB/TRE/21/00517 3 Dells Lane, Biggleswade, SG18 8LP

Works to tree(s) protected by a Tree Preservation Order. Lime Tree lopped and trimmed back.

11. ITEMS FOR INFORMATION

a. Biggleswade Footpath No 24

Temporary closure from 22nd November to 22nd December 2021.

b. Part of Bridleway no 58

Temporary closure from 22nd November to 22nd April 2022.

12. ACCOUNTS

a. Financial Administration

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

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.

Please register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_mUJeO7E-TUyyifAzC49Zhq

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**.

14. 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.

None

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 12th OCTOBER 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 I. Bond
Cllr K. Brown
Cllr L Fage
Cllr F. Foster
Cllr M. Foster
Cllr M. Knight
Cllr M. North
Cllr R. Pullinger
Cllr H Ramsay
Cllr D. Strachan
Cllr J. Woodhead
Cllr C Thomas

Mr P Tarrant – Chief Executive & Town Clerk, Biggleswade Town Council
Mr P Truppin – Assistant Town Clerk, Biggleswade Town Council
Mrs S van der Merwe – Professional Assistant (Meeting Administrator)

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 H Ramsay, Cllr D Albone, Cllr R Pullinger.

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 Thomas – Item 10g.

3. TOWN MAYOR'S ANNOUNCEMENTS

a. 29 September 2021 – Opening of Mantles Court

The Mayor attended an open day at Mantles Court, the new care home in London Road. Also present were John Mantle, Ward Councillors, a senior Central Bedfordshire Council officer from Adult Social Care and the Chairman and Chief Executive of Quantum Care. Everyone was introduced to the Manager of the home and her team and were shown around the facilities in the care home. There is capacity for 76 residents, divided into five residential areas, each with a sitting room, a dining room with kitchenette and bedrooms with *en suite* wet rooms. The Home is expecting twelve residents to transfer from Abbotsbury and is arranging for them to be all together in one of the five areas so that they still have their community. The facilities are first class, with lots of outdoor space on balconies as well as in the extensive landscaped garden.

b. 7 October 2021 – The Queen's Green Canopy Tree Planting at Jubilee Wood

The Queen's Green Canopy is a unique tree planting initiative, created to mark Her Majesty Platinum Jubilee, where people across the country are invited to Plant a Tree for the Jubilee. The Mayor and Deputy Mayor were invited to the launch of the local campaign for Bedfordshire, held appropriately at Jubilee Wood in Biggleswade – the wood that was planted to mark the Queen's Diamond Jubilee and which will now be extended.

The first tree was planted by Her Majesty's Lord Lieutenant for Bedfordshire, Mrs Helen Nellis. Richard Wenham, Leader of Central Bedfordshire Council, and Cllrs. Russell and Fage planted trees on behalf of their respective councils. Also present were Rod Calvert DL, who is co-ordinating the initiative for Bedfordshire, and Cllr. Steve Dixon, the CBC lead for Sustainability.

4. PUBLIC OPEN SESSION

There were no participants.

5. INVITED SPEAKER

Cllr Russell introduced PC Steven Beer, a member of the Bedfordshire Police Community Cohesion Team.

PC Beer explained that the Cohesion Team is a public facing team that attends events, emergency situations and panels to engage with the public and answer any questions they may have. Their primary aim is to work with the community to dispel myths that arise due to police involvement in issues across a broad range of social and crime management situations and to have an open and frank dialogue with the public, garner feedback and listen to what the public wants Bedfordshire Police to hear. PC Beer explained that he is responsible for all of Central Bedfordshire and works with all the Officers across Central Bedfordshire. He will be attending a number of events in Biggleswade in the future to build a rapport with residents, business owners and the Town Council.

Cllr Knight pointed out the Notice Board at the Police Office in Biggleswade could be updated with information on the work the Police have been doing in the Community.

Cllr Strachan, as the Town Council's Police Liaison Member, welcomed PC Beer and explained that the Town Council welcomes the opportunity to build on its already solid history

of engaging with the Police for the benefit of the residents and local businesses. It was explained that, in the past, a Police representative used to regularly attend Council meetings. Members welcomed the resumption of that tradition.

6. MEMBERS' QUESTIONS

a. Neighbourhood Plan

Cllr Knight asked for an update on the number of responses to date on the Neighbourhood Plan. Cllr Russell explained that leaflets are still being delivered around the town, and Officers have been looking at additional options to stimulate engagement from the public.

The Chief Executive & Town Clerk and Head of Governance & Strategic Relationships confirmed that the leaflet drop would be completed by 16th October 2021, and the management team were working on additional measures to ensure maximum exposure to the local public, such as additional press, social media and reaching out to local community groups.

b. Land North of Biggleswade Planning Application

Cllr G Fage reminded Members that the Town Council submitted its very detailed response to CBC on this application, together with Sandy Town Council's response and the Council's Transport Audit of the Applicant's Transport Assessment some time ago but these had still not been uploaded onto CBC's planning portal. Cllr G Fage asked Officers to escalate this matter to senior management at CBC to ensure that the Town Council's position is fully transparent.

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

a. Members noted that the Minutes of the Town Council Meeting held on the **Tuesday 21st September 2021** at the offices of Biggleswade Town Council, The Old Court House, 4 Saffron Road, Biggleswade are deferred to the next Town Council Meeting on 26th October 2021.

b. Members received and noted the draft Minutes of the Public Lands and Open Spaces Committee held on **Tuesday 28th September 2021** at the Offices of Biggleswade Town Council, The Old Court House, 4 Saffron Road, Biggleswade.

Cllr F Foster requested reference Item 5g – that the word “adopt” be removed.

Members debated the process of presenting draft Committee minutes to Council. Cllr Russell explained that the draft minutes are brought to Council for information because of the length of time between Committee meetings. It is important that all Members know what the outcomes of the Committee meetings are.

The Assistant Town Clerk confirmed that adding these minutes to the agenda under the item 'Minutes And Recommendations Of Meetings' conforms to Standing Orders and they are in the correct place. Also, this is the route for any Committee recommendations to be brought to Council for consideration and decision.

Cllr Russell stated that it was appropriate for the Chairman of each Committee to be able to comment on the Minutes, even though they are only for noting in the Town Council Meeting.

8. **MATTERS ARISING**

None.

9. **ITEMS FOR CONSIDERATION**

a. **Pre-Planning Consultation MBE 18874**

This Planning Consultation relates to the erection of a 5G cellular capability mast near the Dunton Way entrance into Biggleswade.

Cllr G Fage commented there are five entrances to the town and the first impression of the Town is important. Having a mast - along with the planned electricity substation - close to and visible from important green spaces and Stratton Moat will have a detrimental impact on people's perception of the town as they enter Biggleswade from Dunton Lane.

Cllr G Fage understands there were up to ten locations being considered and would be interested to understand where these other sites were and why they were ruled out.

Cllr Bond advised that it is unusual to receive a pre-planning consultation and it is an opportunity to engage with the Applicant.

It was **RESOLVED** that Officers will respond to the Applicant to say that the Town Council welcomes the investment in Biggleswade's 5g Cellular capabilities and the opportunity to engage. However, the Council is concerned about the location, particularly its proximity to Stratton Moat, and would like to enter into dialogue to understand what other locations were considered and why this site took preference.

b. **A00156 Potton Road, Biggleswade – Traffic Calming and Waiting Restrictions**

Central Bedfordshire Council are consulting on the following scheme: A00156 Potton Road, Biggleswade Traffic Calming and Waiting Restrictions

Members were disappointed at the lack of urgency over the zebra crossing, were in favour of the crossing and the waiting restrictions but concerned about the proposed speed cushions on a main entry road into the town. Speed cushions cause braking and then speeding up, are a problem for emergency vehicles and cause extra pollution. Vehicle activated signs and/or a 20mph speed limit would be preferable.

It was **RESOLVED** that the Town Council write to CBC:

- i. to request the urgent installation of the zebra crossing, together with a 20 mph speed limit;
- ii. that the Town Council **APPROVES** the proposed waiting restrictions;
- iii. that the Town Council **OBJECTS** strongly to the installation of speed cushions or other physical obstructions on the grounds of causing pollution, slowing emergency vehicles and creating a hazard for road users. The Town Council would like to see the vehicle activated speed signs as previously agreed with CBC Officers.

c. **2022 Planting Scheme Procurement**

The Assistant Town Clerk introduced the Public Realm Manager's Planting Procurement

Scheme. The floral displays through the Town Centre and at the entrances into Biggleswade were of a very high standard this year, and the Public Realm Manager has a more comprehensive planting list for summer 2022 with specific species of plants. There is currently only one supplier who is able to provide all those specific plants and the Public Realm Manager is asking the Town Council to suspend Financial Regulations as the quote received is slightly over the level which would require competitive quotes.

Cllr Bond expressed interest in what was spent last year and what was ordered. The Town Clerk and Chief Executive advised Members that £3,301 was spent last year and the proposed quotation is for £3,370. He explained further that the volume of plants is significantly higher in this proposed scheme.

Cllr Knight advised that Financial Regulations can be suspended in part providing a suitable assessment of the risks is drawn up and provided in advance. Cllr Strachan expressed concern about the lack of competition and asked for clarity on whether there would be more competition next year at the time this is presented back to Council for planting in 2023. Cllr Russell commented that COVID has had a wide-ranging effect on various industries, particularly the horticultural industry, and the usual levels or stock are not available.

It was **RESOLVED**, under Financial Regulation 11.1.a.vii, to not apply Financial Regulation 11.1.i which would have required three quotes because of the specialist nature of the goods to be purchased.

It was **RESOLVED** that the Town Council **APPROVES** the Planting Scheme and the order for the plants.

10. PLANNING APPLICATIONS

a. CB/21/04169/FULL - 15 Clover Close, Biggleswade, SG18 8SS

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.

b. CB/21/04180/FULL - 33 London Road, Biggleswade, SG18 8ED

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.

c. CB/21/03905/FULL - 16 Presland Drive, Biggleswade, SG18 0FU

Ground floor back 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.

d. **CB/21/03921/FULL - 19 Chapel Fields, Biggleswade, SG18 0ND**

Single storey front 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/21/04173/FULL - 151 London Road, Biggleswade, SG18 8EJ**

First floor and loft side extension with a dormer and a rear single storey extension.

It was **RESOLVED** that the Town Council **OBJECTS** to this planning application due to the lack of parking based on the change to five bedrooms.

f. **CB/21/04105/VOC – Lidl Great Britain Limited, Stratton Business Park, London Road, Biggleswade, SG18 8YX**

Variation (or removal) of condition number(s) 5 of planning permission CB/20/00479/FULL (Erection of a Class A1 retail food store with associated car parking, accesses, landscaping, substation and associated engineering works).

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application but subject to comments from police on security in the area.

g. **CB/21/04104/FULL - 17 Drove Road, Biggleswade, SG18 8HD**

Proposed loft conversion and first floor extension (to the rear).

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.

h. **CB/TRE/21/00435 - The Lawns Early Excellence Centre, The Baulk, Biggleswade, SG18 0PT**

Works to trees protected by a Tree Preservation Order MB/99/0007: reduce the height of the whole crown by approximately 4 metres to Cherry Tree T1 leaving the tree in shape. Reduce in height by approximately 1 metre to prevent future breakages to Acacia Tree T2. Reduce in height by approximately 1-2 metres and to reduce the limb back into shape that has been left hanging over the building to Acacia Tree T3. Remove the 2 lower limbs that hang over the car park back into the trunk of the tree to Acacia Tree T4.

The Town Council **NOTED** this application.

11. **ACCOUNTS**

a. **Financial Administration:**

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

- i. Detailed Balance Sheet to 31/08/2021.
- ii. Summary Income and Expenditure by Committee 31/08/2021.

- iii. Detailed Income and Expenditure by Committee 31/08/2021.
- iv. Lloyds Bank Payment listing 31/08/2021.

The Town Clerk and Chief Executive advised Members that the format of the reports will change once the new Head of Finance & Planning joins the Council.

12. ITEMS FOR INFORMATION

a. Grants 2021/2022

Members noted the letter from Trinity Methodist Church thanking the Council for its grant.

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.

Mr Reynolds, Biggleswade Resident

Mr Reynolds expressed significant concerns about the lack of medical and dental facilities within Biggleswade. There are two doctors' surgeries (Ivel Medical Centre and Saffron Health Partnership) and three dental practices, one of which accepts NHS patients. Residents have been struggling to get appointments with the doctor's surgeries, and with the planned new housing, there is likely to be another 4,500 residents in Biggleswade with already stretched medical resources. Mr Reynolds requested support from the Town Council to approach Central Bedfordshire Council to resolve the medical crisis in Biggleswade.

Cllr Russell advised Mr Reynolds that she is aware that Central Bedfordshire Council has finally agreed terms with the NHS about the Biggleswade Hospital site in preparation for the proposed Health and Social Care Hub. The Hub is discussed regularly with CBC colleagues at the Biggleswade Joint Committee. The next meeting is in October and Cllr. Russell will raise the matter again.

Cllr Russell has had various conversations with Richard Fuller MP, Member for North East Bedfordshire, who is in favour of a full review of the NHS to enable a better service.

Cllr Woodhead stated that COVID has obviously put additional stress on the NHS and Councillors have been speaking with the Town Clerk and Chief Executive, with a view to inviting local GP practices to a Council meeting to ask them what their plans are around COVID and opening up to the public. Cllr Woodhead highlighted that there are different patterns of operation for GP surgeries nationally, which indicates the issue lies in how each surgery is run. He stressed this is not a medical problem, purely an administration issue. He added that GP surgeries should provide accountability and inviting them to a Council meeting would be the start of engagement on behalf of the residents. He also feels there are a number of villagers in surrounding villages that are on the books, adding further stress to the issue.

Cllr Strachan pointed out that there is a national shortage of doctors and nurseries which poses a major issue. Cllr Russell explained that universities are ready to train more doctors but the NHS will not provide the practical experience they need to go forward and qualify.

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.

None.

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.

The Chairman closed the meeting at 8.06 pm

DRAFT



MINUTES OF THE BIGGLESWADE TOWN COUNCIL
MEETING HELD ON TUESDAY 26th OCTOBER 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 M. Foster
Cllr M. Knight
Cllr M. North
Cllr R. Pullinger (via Zoom)
Cllr H Ramsay
Cllr D. Strachan
Cllr J. Woodhead
Cllr C. Thomas

Mr P Tarrant – Town Clerk and Chief Executive
Mr K Hosseini - Head of Governance & Strategic Partnerships
Mr P Truppin - Head of Place Shaping & Town Centre Management
Mrs S van der Merwe - Professional Assistant
Ms H Calvert - Deputy Administrator and HR Manager
Ms D Paice - Temporary Administrator

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.

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

a. 17th October 2021: Ampthill Civic Service

Cllr Russell attended the Mayor of Ampthill's Civic Service, hosted by Cllr Mark Smith at St Andrew's Church, Ampthill, with refreshments afterwards. The Lord Lieutenant was in attendance and the British Legion and members of cadet units were on parade.

b. 25th October 2021: Air Cadets

Cllrs. Russell and Woodhead visited the Air Cadets, more formally the Biggleswade Squadron of the Air Training Corps. A conversation with the Officer Commanding, Flt. Lt. Amanda Wilson, enabled a better understanding of the Squadron and what it does. After watching some squad drill, the Mayor spoke to the cadets about the levels of government and why it is important to vote in elections. Cllrs. Russell and Woodhead then spoke about the Town Council, what it does and what it is responsible for. Flt. Lt. Wilson expressed a wish for the Squadron to be more involved in the life of the town on occasions when it is appropriate.

4. PUBLIC OPEN SESSION

None.

5. INVITED SPEAKER

None.

6. MEMBERS' QUESTIONS

None.

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

a. Members received the Minutes of the Council Meeting held on **Tuesday 21st September 2021 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.**

- Page 7 Item 8a d Page 10 Item 9 i. It was noted that this should read "Cllr G Fage" and not "Cllr Fage".
- Page 8 – Item 9c: It was noted that the Finance Manager, Joshua Nyamfukudza will not be an authorised signatory and this needs to be removed from the Minutes. As resolved, the Head of Governance & Strategic Partnerships and the Head of Finance & Planning will be added as signatories to the bank account.

Subject to these amendments, the Minutes of 21st September 2021 were **APPROVED**

8. MATTERS ARISING

None.

9. ITEMS FOR CONSIDERATION

a. **Play Area Improvements**

Members received an update from the Head of Governance & Strategic Partnerships regarding the actions which arose from the Public Land and Open Spaces Committee.

A draft report and draft strategy on the improvement of the town's play areas will be ready at the end of the week and provided to the Town Clerk and will be presented to the next PLOS Committee.

The Town Clerk and Chief Executive extended the Town Council's thanks to the Public Realm Manager for his sterling work on this project, which has been a larger project than it otherwise might have been, as an audit was last done some time previously.

10. **PLANNING APPLICATIONS**

a. **CB/21/04459/FULL - 10 Broadmead, Biggleswade, SG18 8LF**

Proposed single storey rear extension and 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.

b. **CB/21/04461/FULL - 15 Redman Gardens, Biggleswade, SG18 0DF**

First floor 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.

c. **CB/21/04315/FULL - 57 Church Street, Biggleswade, SG18 0JS**

Conversion from previous hair salon (class E) to residential dwelling (class C3).

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided no objection but asking the planners to take particular note of the Central Bedfordshire Council memorandum from Guy Quint.

d. **CB/21/04478/FULL - 7 Coopers Close, Biggleswade, SG18 8LA**

Proposed Single 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.

e. **CB/21/04435/TD - Dunton Lane, Kings Reach, Biggleswade SG18 8QU**

Prior Notification of Telecommunications Development: Proposed 15.0m Phase 8 Monopole c/w wraparound cabinet at base and associated ancillary works.

A pre-planning document was presented to the Town Council meeting of 12 October

2021. The Council requested a dialogue with the applicant which has not taken place.

The Council continues to welcome the investment in 5G technology in the town but objects to the location. Position D3 would be more acceptable and is less close to Stratton Moat.

It was **RESOLVED** that the Town Council contact the developer again to request a dialogue and possible agreement on an alternative location. A copy of the letter to the applicant will be sent to CBC Planning.

It was **RESOLVED** that the Town Council **STRONGLY OBJECTS** to the location which is at one of the five entrances to the town and close to Stratton Moat, an area of archaeological significance.

f. **CB/TCA/21/00511 – Works to trees - 81 Shortmead Street, Biggleswade, SG18 0BB**

Works to trees within a Conservation Area: Lime tree (T1) fell or reduce by 50% due to loose branches and roots causing damage.

It was **RESOLVED** that the Town Council **NOTE** this application.

11. **PLANNING APPLICATION OUTCOMES**

Cllr Albane queried the Church Street Asda Store application on Page 3, relating to the opening hours which is listed as “awaiting decision”. Cllr Russell requested this be checked and amended accordingly.

This report was **NOTED**.

12. **ITEMS FOR INFORMATION**

a. **Action under Urgency Powers**

The expenditure which the Town Clerk and Chief Executive authorised under Urgency Powers was to secure the staging for the Christmas Fair, together with two snow machines at no extra charge.

The action was **NOTED**.

b. **Grants 2021/2022**

A letter was received from Keech Cottage thanking the Council for the grant.

This was **NOTED**.

c. **Remembrance Sunday: 14th November 2021**

Cllr Woodhead gave an update on Remembrance Sunday and Armistice Day on 11th November. Meetings had been held with the Royal British Legion and the uniformed organisations and the format of the events would be broadly similar to previous years. The Council is pleased that several Armed Service personnel who are either connected to Biggleswade or live in Biggleswade have come forward to volunteer their services.

Police will be present on the day and the White Hart car park will be closed. There will be a further update at Council on 9th November.

The Memorial has been cleaned and stonemason's works are pending. The missing coronet on the flagpole will be replaced.

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.

Mr Reynolds, Biggleswade Resident

Mr Reynolds congratulated the Council for how tidy and litter free the town is looking. He asked that attention be turned to Bonds Lane, which has been unkempt for a number of years. Now that there is development on that road, he asked if the Town Council was aware of whether the developer or CBC will re-tarmac the road with a pedestrian pathway, to make it fit for purpose. He also asked why 26 refuse bins are parked along the side of the street, outside the boundaries of the properties to which they belong.

Cllr Russell agreed that Bonds Lane is a problem and asked the CBC Ward Councillors to investigate the highways issues, given that this part of Bonds Lane is going to be closed for quite a considerable time, and to find out what can be done about the bins as they impede what little pathway already exists, forcing people to step into the road.

14. EXEMPT

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.

(15a. Administration Team Review)

(15b. Orchard Community Centre Review)

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

PUBLIC NOTICE

CENTRAL BEDFORDSHIRE COUNCIL PROPOSES TO INTRODUCE WAITING RESTRICTIONS ON VARIOUS ROAD, BIGGLESWADE

Reason for proposals: These markings are intended to prevent obstructive parking effecting the free flow of traffic and pedestrian safety.

Effect of the Order:

To introduce No Waiting at any time on the following lengths of road in Biggleswade:-

1. Drove Road, east side, from a point 3 metres north-west of the property boundary between No. 74 and No. 76 Drove Road and extending in a north-westerly direction for approximately 16.5 metres, ending at a point in line approximately midway across the frontage of No. 82 Drove Road.
2. Rose Lane, east side, from a point approximately 1 metre south of the property boundary between No. 48 Rose Lane and Villa Rose and extending in a southerly direction for approximately 23 metres, ending at the access to the garage block.
3. Chambers Way, north-west side, from a point 16.5 metres north-east of the junction with London Road (where the existing double yellow lines end) and extending in a north-easterly direction for approximately 115 metres up to a point approximately 65 metres from the centre of the access to Chambers Lodge.
4. Chambers Way, south-east side, from a point 16.5 metres north-east of the junction with London Road (where the existing double yellow lines end) and extending in a north-easterly direction for 47 metres, ending at the south-western side of the access to Chambers Lodge.
5. Chambers Way, south-east side, from the north-eastern side of the access to Chambers Lodge and extending in a north-easterly direction for approximately 62 metres.
6. Avocet Close, west side, from a point in line with the property boundary between No. 25 and No. 26 Avocet Close extending south for approximately 44 metres (including the turning head), continuing east for approximately 5 metres and then north again for approximately 33 metres.
7. Kitelands Road, south-east side, from a point in line with south-west boundary of No. 23 Kitelands Road and extending in a south westerly direction for approximately 15 metres up to a point approximately 2 metres south-west of a point in line with the southern flank wall of No. 23B Kitelands Road (where the existing Double yellow lines end).
8. Fairfield Road, west side, from a point in line with the southern flank wall of No. 68 Fairfield Road and extending in a southerly direction for approximately 59 metres, ending at a point in line with the northern property boundary of No. 41.

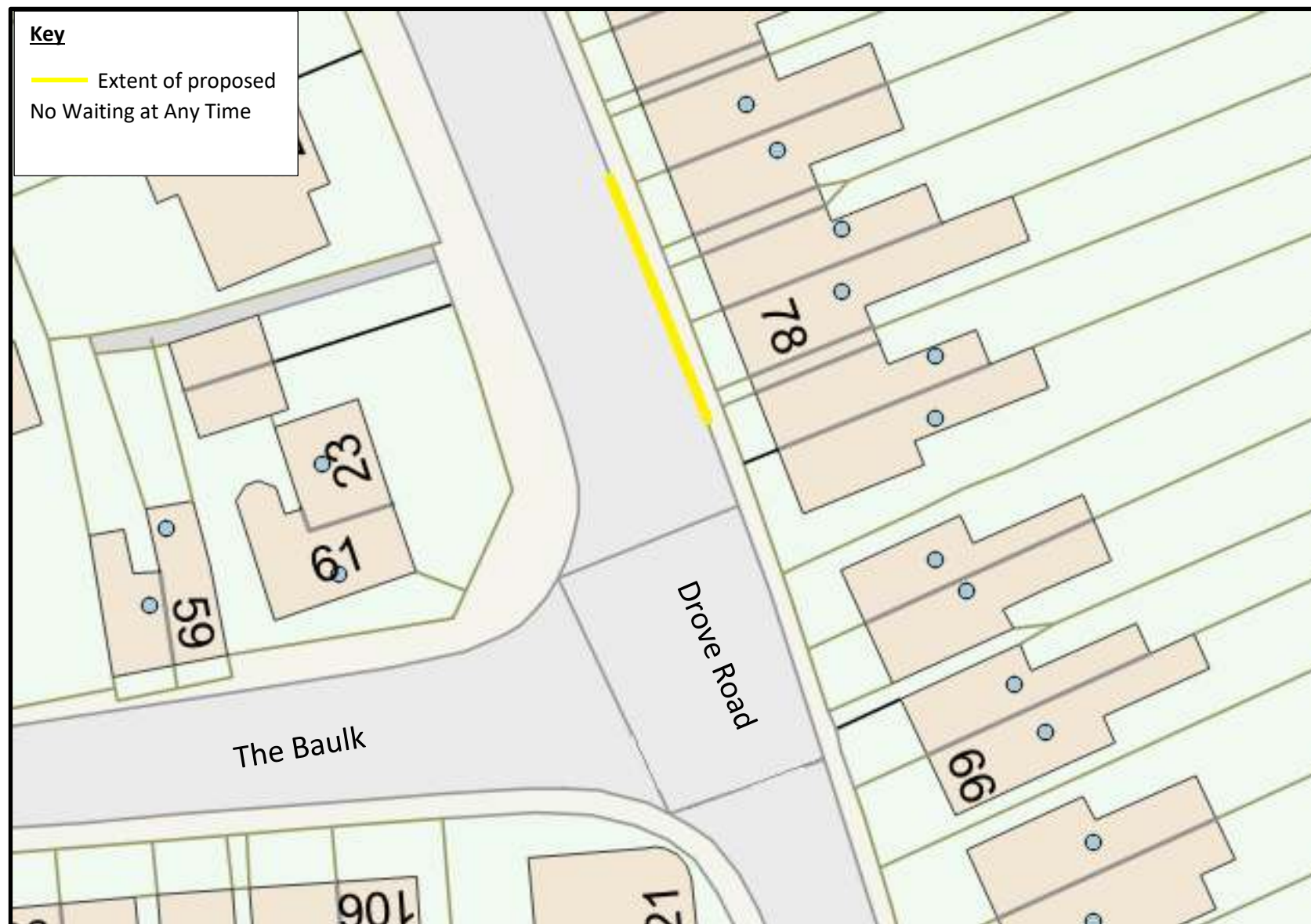
Details may also be viewed online at www.centralbedfordshire.gov.uk/publicstatutorynotices.

Comments should be sent by e-mail to highways.consultation@centralbedfordshire.gov.uk by 12 November 2021. Any objections must state the grounds on which they are made **and must quote unique reference number A00161**. If you want to send in your comments in writing please send them to the address shown below FAO Emily Hirst.

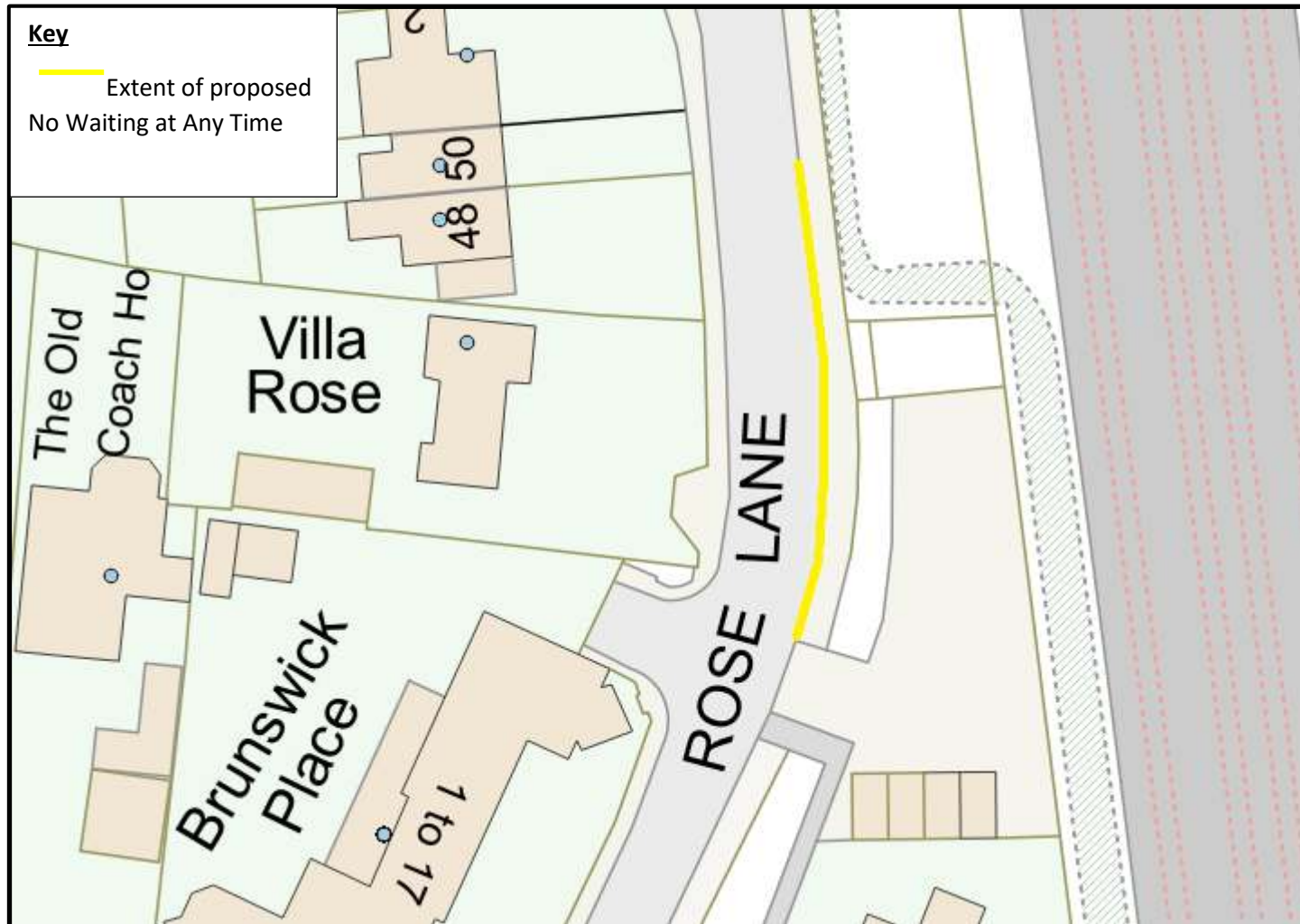
Please note that any comments received will be redacted of personal information and uploaded onto the Central Bedfordshire Council website as part of a report on the scheme a few days before the proposal is discussed at the relevant Traffic Management Meeting, where it will remain in the public domain. If you do not wish for your comments to be part of the report please state this explicitly within your response.

Order Title: If made will be "Central Bedfordshire Council (Bedfordshire County Council (District of Mid Bedfordshire) (Civil Enforcement Area and Special Enforcement Area) (Waiting Restrictions and Street Parking Places) (Consolidation) Order 2008) (Variation No.*) Order 202**"

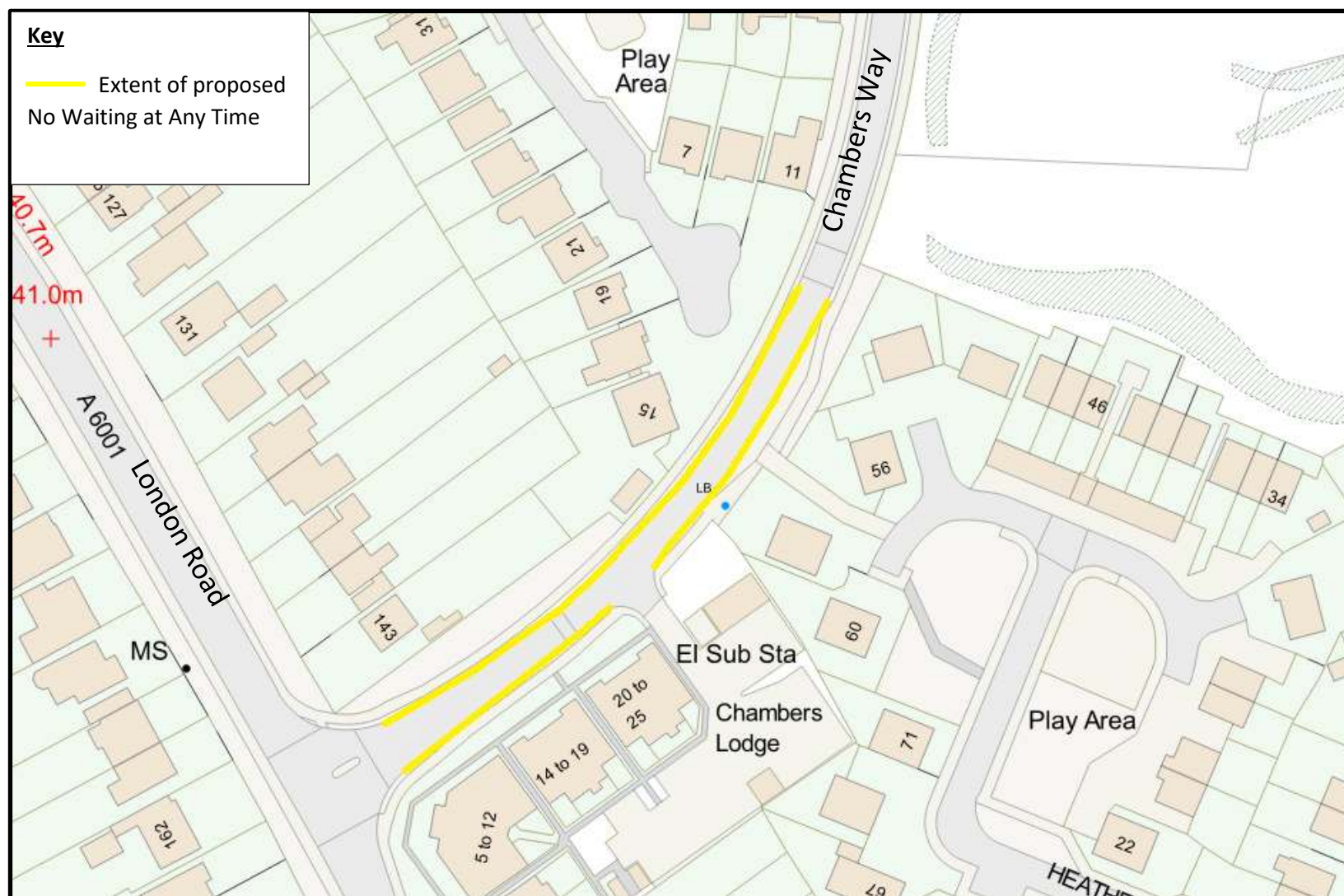
Drove Road Proposal



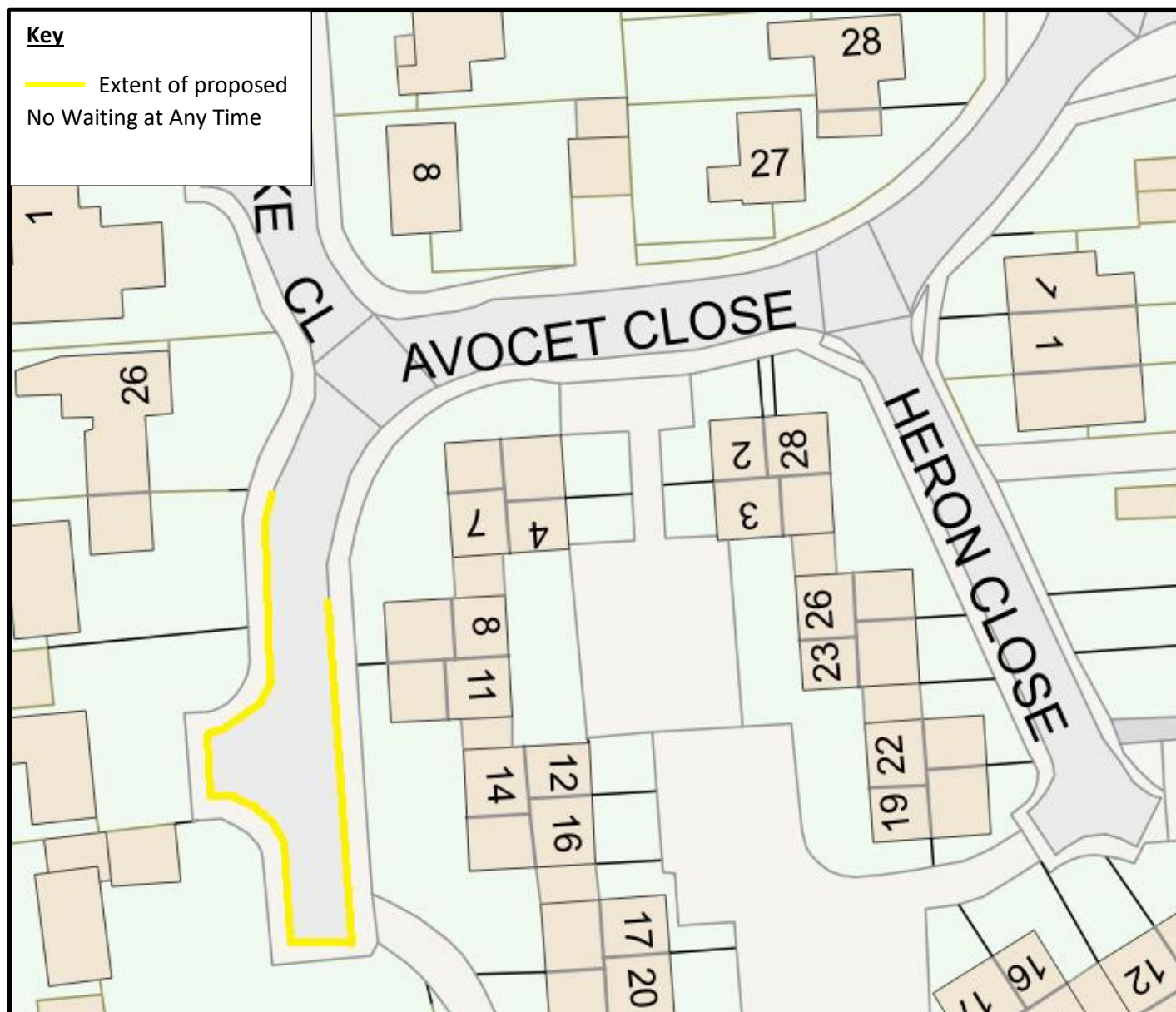
Rose Lane Proposal



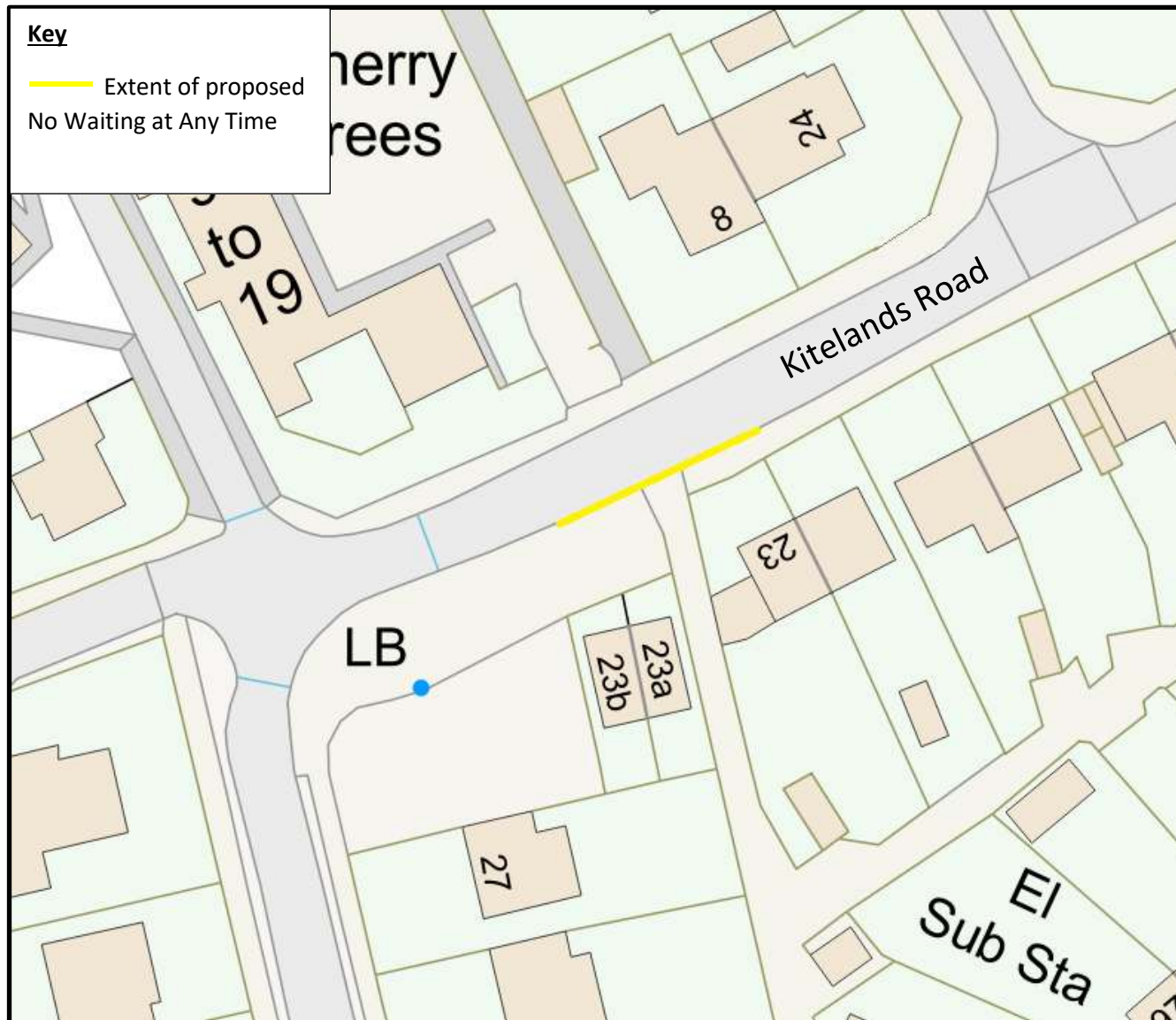
Chambers Way Proposal



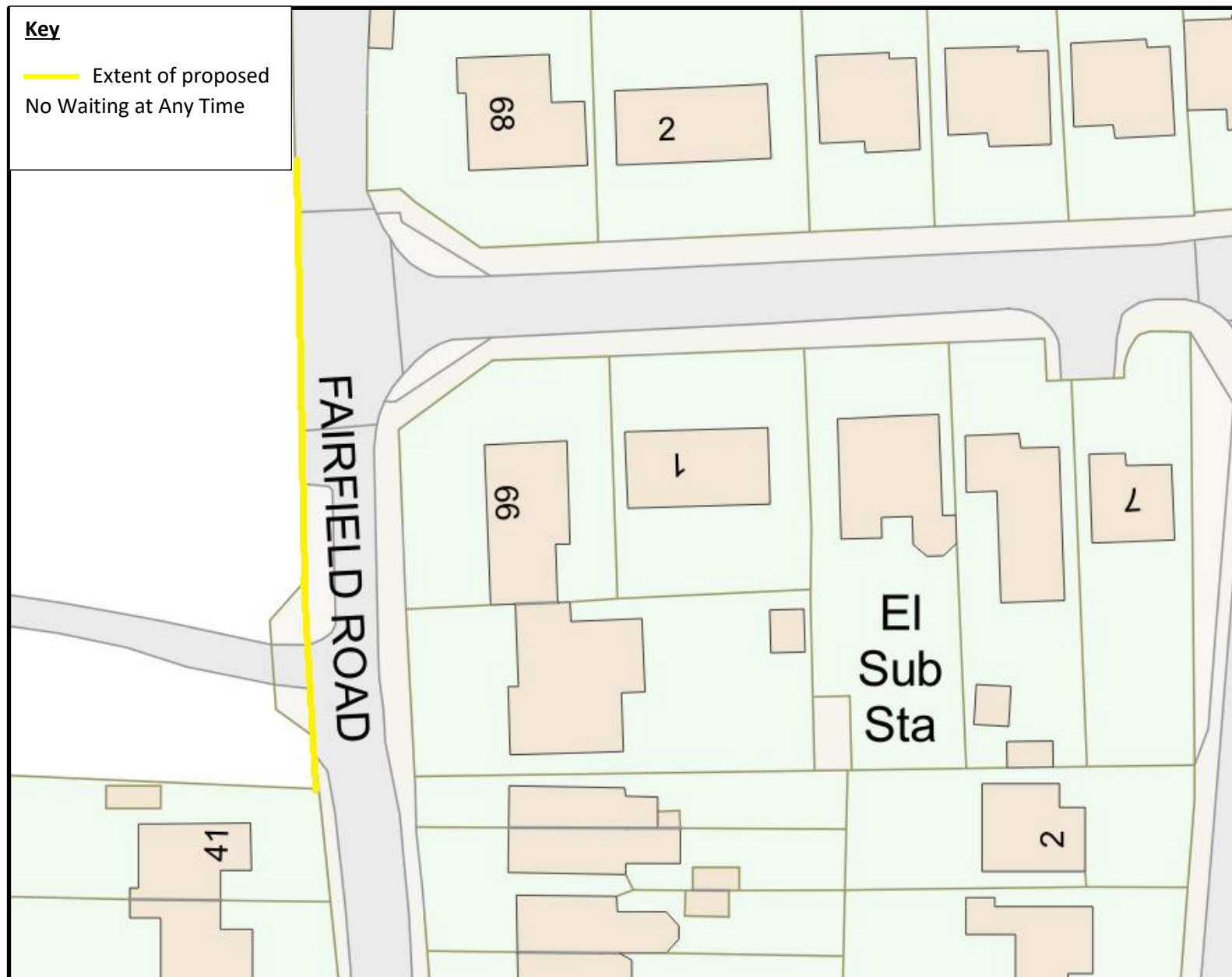
Avocet Close Proposal



Kitelands Road Proposal



Fairfield Road Proposal



Development Management

Central Bedfordshire Council

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



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

Date 25 October 2021

Dear Mr Tarrant,

Application No: CB/21/04465/FULL
Location: 3 Tate Drive, Biggleswade, SG18 8UD
Proposal: Loft conversion to create two bedrooms with front roof lights and three rear dormer windows.

I have received an application for planning permission in respect of the above property which can be inspected on our website within 3 working days from the date of this letter.

This application can be viewed at <http://www.centralbedfordshire.gov.uk/planning-register> by entering the application reference 21/04465.

Please provide any comments by no later than 22 November 2021.

How coronavirus is affecting planning

For the safety of staff and customers our offices remain closed to the public and officers continue to work from home. 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 logging these. Please also be advised that we are unable to offer case history copies or other printing requests at this time.

Site visits by officers will only be carried out after the applicant / agent has first been contacted to discuss the suitability of a visit. Case officers will 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.

As our offices remain closed to visitors we are still 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.

Yours sincerely,

Sarah Fortune
Planning Officer

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 02 November 2021

Dear Mr Tarrant,

Application No: CB/TRE/21/00517

Proposal: Works to a tree(s) protected by a Tree Preservation Order
MB/TPO/01/00007 T7: Lime Tree lopped and trimmed back

Location: 3 Dells Lane, Biggleswade, SG18 8LP

I have received an application to carry out work to preserved tree(s) at the above property. 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 **23 November 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

There are two parking spaces.

10.b. 3 Dells Lane



There are two parking spaces.



H

Grounds (including shared areas for flats)

H3: General

2

The outside areas and gardens appear to be in need of some attention.

The boundaries are in fair condition and some maintenance is required.

There are trees within the proximity of the property.

The paths and driveways are a trip hazard and care must be exercised to avoid personal injury.



H

Grounds (including shared areas for flats)

H3: General

2

The outside areas and gardens appear to be in need of some attention.

The boundaries are in fair condition and some maintenance is required.

There are trees within the proximity of the property.

The paths and driveways are a trip hazard and care must be exercised to avoid personal injury.



PUBLIC NOTICE

ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)

CENTRAL BEDFORDSHIRE COUNCIL

(BIGGLESWADE: PART OF FOOTPATH NO 24)

(TEMPORARY PROHIBITION OF THROUGH TRAFFIC) ORDER 2021

Notice is hereby given that Central Bedfordshire Council intend not less than seven days from the date of this Notice to make an Order the effect of which will be to prohibit any person proceeding on foot along the length of Footpath No 24, Biggleswade which extends from Ordnance Survey Grid Reference (OS GR) TL 2005, 4434 to Ordnance Survey Grid Reference TL 2022, 4426.

This temporary closure is required to enable the installation of permanent boundary treatments to the perimeter of the site. The closure is expected to take place from 22nd

November 2021 to 22nd December 2021.

The alternative route for footpath users while the closure is in operation will be:

Footpath No 24, Eagle Farm Road, Sorrell Way, Chambers Way. (Map Points A-B-C-D-E)

Further details, including a map, can also be found on the Council's website at:

https://www.centralbedfordshire.gov.uk/info/82/countryside/431/rights_of_way/2

The proposed Order will come into operation on 22 November 2021 for a period not exceeding six months or until the works which it is proposed to carry out on or near to the footpath have been completed, whichever is the earlier. If the works are not completed within six months the Order may be extended for a longer period with the consent of the Secretary of State for Transport.

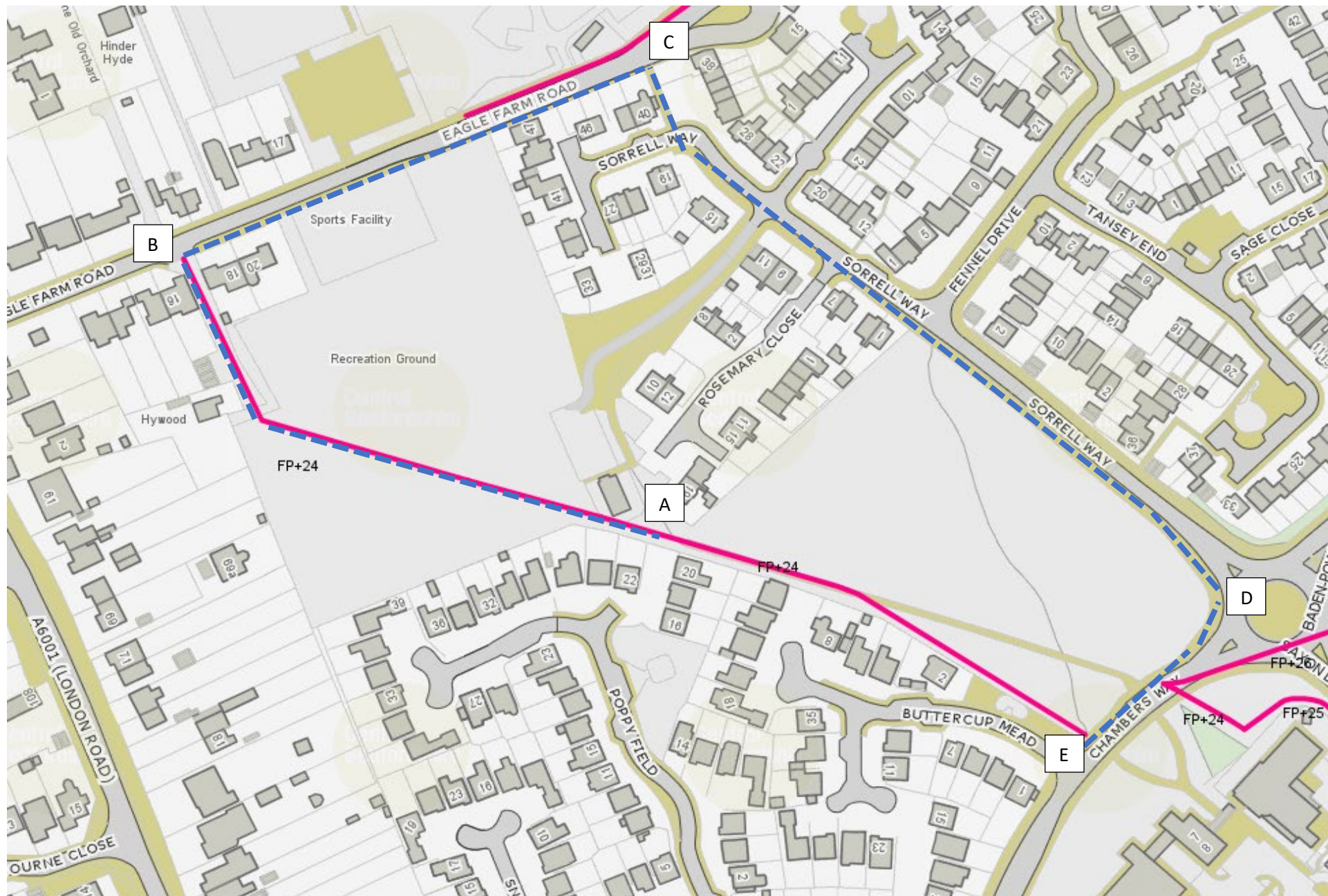
For further information please contact Chris Dorow, Tel: 0300 300 6906,
Christopher.Dorow@centralbedfordshire.gov.uk

DATED 5 November 2021

Priory House, Monks Walk
Chicksands, Shefford
Beds SG17 5TQ

DARYL HARVEY
Head of Highways

Footpath 24, Biggleswade: Section A-E is closed, use alternative route A-B-C-D-E



ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)

CENTRAL BEDFORDSHIRE COUNCIL

(BIGGLESWADE: PART OF BRIDLEWAY NO 58)

(TEMPORARY PROHIBITION OF THROUGH TRAFFIC) ORDER 2021

Notice is hereby given that Central Bedfordshire Council intend not less than seven days from the date of this Notice to make an Order the effect of which will be to prohibit any person proceeding on foot or on horseback or lead a horse or cycle along the length of Bridleway No 58, Biggleswade which extends from Ordnance Survey Grid Reference (OS GR) TL 2171, 4312 to Ordnance Survey Grid Reference TL 2132, 4271.

This temporary closure is required to enable the construction of a new road crossing the bridleway, adjustment in levels to existing bridlepath and construction of an equestrian crossing. The closure is expected to take place from 22nd November 2021 to 22nd April 2022.

The alternative route for bridleway users while the closure is in operation will be:

There is no safe alternative for horse riders or cyclists. An Alternative route for pedestrians is via Bridleway No 67, Bridleway No 69, Footpath No 63, Footpath No 39 (Map Points A-B-C-D)

Further details, including a map, can also be found on the Council's website at:

https://www.centralbedfordshire.gov.uk/info/82/countryside/431/rights_of_way/2

The proposed Order will come into operation on 22 November 2021 for a period not exceeding six months or until the works which it is proposed to carry out on or near to the bridleway have been completed, whichever is the earlier. If the works are not completed within six months the Order may be extended for a longer period with the consent of the Secretary of State for Transport.

For further information please contact Chris Dorow, Tel: 0300 300 6906,

Christopher.Dorow@centralbedfordshire.gov.uk

DATED 5 November 2021

Priory House, Monks Walk
Chicksands, Shefford
Beds SG17 5TQ

DARYL HARVEY
Head of Highways



Temporary Closure of part of Biggleswade Public Bridleway No 58

Path to be temporarily closed A - D

Alternative Route for pedestrians A - B - C - D

Unaffected Footpath

Unaffected Bridleway

Date : October 2021

Scale : 1 : 5500 @ A4

CW 21/10/21



19/10/2021

Biggleswade Town Council

15:13

Detailed Balance Sheet - Excluding Stock Movement

Month 6 Date 30/09/2021

<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	705		
101	DEBTORS - ALLOTMENTS	3,058		
102	DEBTORS - PITCH HIRE	3,993		
103	DEBTORS - ORCHARD CENTRE	3,151		
105	VAT REFUNDS	17,560		
202	LLOYDS CURRENT BANK A/C	331,885		
204	LLOYDS SALARY A/C	965		
210	PETTY CASH	112		
224	PUBLIC SECTOR DEPOSIT	845,000		
	Total Current Assets		1,213,753	
	<u>Current Liabilities</u>			
501	TRADE CREDITORS	32,548		
505	HALL DEPOSIT	100		
510	ACCRUALS	2,445		
514	ATTACHMENT OF EARNINGS	(170)		
516	NET WAGES CONTROL	(111)		
522	OTHER SALARY PAYMENT	281		
525	ALLOTMENT DEPOSITS	3,400		
530	INC IN ADVANCE - COMMUTED	23,000		
	Total Current Liabilities		61,493	
	Net Current Assets			1,152,260
	Total Assets less Current Liabilities			2,873,634
	<u>Long Term Liabilities</u>			
401	PWLB LOANS	106,365		
430	LEASE CREDITOR (GROSS)	1,788		
435	LEASE CREDITOR (DEF'D INT)	(134)		
	Total Long Term Liabilities		108,020	
	Total Assets less Total Liabilities			2,765,614
	<u>Represented by :-</u>			
301	CURRENT YEAR FUND	652,586		
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	387,667		

19/10/2021

Biggleswade Town Council

15:13

Detailed Balance Sheet - Excluding Stock Movement

Month 6 Date 30/09/2021

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
350	CAPITAL FINANCING RESERVE	1,318,498	
451	DEF'D GRANTS APPLIED	608,674	
452	DEF'D GRANTS W/BACK	(306,492)	
	Total Equity		<u>2,765,614</u>

19/10/2021

Biggleswade Town Council

15:12

Summary Income & Expenditure by Budget Heading 30/09/2021

Month No: 6

September 2021

			Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance & General Purposes									
101	B'SWADE MAGISTRATES COURT	Income	(203)	0	1,800	1,800			0.0%
		Expenditure	(203)	0	1,800	1,800		1,800	0.0%
	Movement to/(from) Gen Reserve		<u>0</u>	<u>0</u>					
108	GRANTS (INCL S137)	Expenditure	2,832	13,658	32,767	19,109		19,109	41.7%
109	CAPITAL EXPENDITURE	Income	0	28,386	0	(28,386)			0.0%
		Expenditure	447	37,533	13,435	(24,098)		(24,098)	279.4%
	Movement to/(from) Gen Reserve		<u>(447)</u>	<u>(9,147)</u>					
111	CORPORATE MANAGEMENT	Income	644,943	1,289,868	1,292,191	2,323			99.8%
		Expenditure	15,961	94,441	122,729	28,288		28,288	77.0%
	Movement to/(from) Gen Reserve		<u>628,982</u>	<u>1,195,427</u>					
112	DEMOCRATIC REP'N & MGM'T	Income	0	3,250	0	(3,250)			0.0%
		Expenditure	29,479	165,123	188,576	23,453		23,453	87.6%
	Movement to/(from) Gen Reserve		<u>(29,479)</u>	<u>(161,873)</u>					
113	CIVIC ACTIVITIES & EXPENSES	Income	0	102	500	398			20.4%
		Expenditure	0	100	3,100	3,000		3,000	3.2%
	Movement to/(from) Gen Reserve		<u>0</u>	<u>2</u>					
115	ORCHARD COMMUNITY CENTRE	Income	3,634	13,850	33,120	19,270			41.8%
		Expenditure	8,063	50,100	109,873	59,773		59,773	45.6%
	Movement to/(from) Gen Reserve		<u>(4,429)</u>	<u>(36,250)</u>					
901	CENTRAL SERVICES	Expenditure	0	0	77,668	77,668		77,668	0.0%
	Finance & General Purposes Income		<u>648,374</u>	<u>1,335,456</u>	<u>1,327,611</u>	<u>(7,845)</u>			100.6%
		Expenditure	<u>56,579</u>	<u>360,955</u>	<u>549,948</u>	<u>188,993</u>	0	188,993	65.6%
	Movement to/(from) Gen Reserve		<u>591,795</u>	<u>974,501</u>					
Public Land & Open Spaces									
102	ALLOTMENTS	Income	(256)	9,332	7,200	(2,132)			129.6%
		Expenditure	201	895	1,715	820		820	52.2%
	Movement to/(from) Gen Reserve		<u>(457)</u>	<u>8,437</u>					
104	BURIAL GROUNDS	Income	805	8,307	18,900	10,593			44.0%
		Expenditure	8,561	61,141	104,123	42,982		42,982	58.7%
	Movement to/(from) Gen Reserve		<u>(7,756)</u>	<u>(52,834)</u>					
210	GENERAL	Expenditure	0	2,467	3,000	533		533	82.2%
212	RECREATION GROUNDS	Income	3,179	4,912	5,500	588			89.3%
		Expenditure	27,367	191,008	359,019	168,011		168,011	53.2%
	Movement to/(from) Gen Reserve		<u>(24,188)</u>	<u>(186,097)</u>					
902	PUBLIC REALM	Expenditure	0	0	62,097	62,097		62,097	0.0%

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
	Public Land & Open Spaces Income	3,728	22,551	31,600	9,049			71.4%
	Expenditure	36,129	255,511	529,954	274,443	0	274,443	48.2%
	Movement to/(from) Gen Reserve	(32,401)	(232,960)					
Town Centre Management								
103	STREET LIGHTS	Expenditure	(12,036)	(12,036)	0	12,036	12,036	0.0%
105	CAR PARKS	Income	3,973	15,097	39,800	24,703		37.9%
	Expenditure	16,014	52,991	96,982	43,991		43,991	54.6%
	Movement to/(from) Gen Reserve	(12,041)	(37,894)					
106	MARKET	Income	1,675	7,087	16,500	9,413		43.0%
	Expenditure	4,950	26,634	40,793	14,159		14,159	65.3%
	Movement to/(from) Gen Reserve	(3,275)	(19,548)					
107	TOWN CENTRE GENERAL	Income	176	176	500	324		35.2%
	Expenditure	5,308	37,863	120,254	82,391		82,391	31.5%
	Movement to/(from) Gen Reserve	(5,132)	(37,687)					
110	PUBLIC CONVENIENCES	Expenditure	1,590	5,862	7,080	1,218	1,218	82.8%
	Town Centre Management Income	5,824	22,360	56,800	34,440			39.4%
	Expenditure	15,825	111,315	265,109	153,794	0	153,794	42.0%
	Movement to/(from) Gen Reserve	(10,001)	(88,955)					
Grand Totals:-								
	Income	657,926	1,380,367	1,416,011	35,644			97.5%
	Expenditure	108,533	727,781	1,345,011	617,230	0	617,230	54.1%
	Net Income over Expenditure	549,393	652,586	71,000	(581,586)			
	Movement to/(from) Gen Reserve	549,393	652,586					

19/10/2021

Biggleswade Town Council

15:13

Detailed Income & Expenditure by Budget Heading 30/09/2021

Month No: 6

September 2021

Finance & General Purposes

101 B'SWADE MAGISTRATES COURT

1081	INC-RENT	0	0	1,800	1,800			0.0%	
1091	INC-MISCELLANEOUS	(203)	0	0	0			0.0%	

	B'SWADE MAGISTRATES COURT :- Income	(203)	0	1,800	1,800			0.0%	0
4007	HEALTH & SAFETY	0	0	300	300		300	0.0%	
4011	RATES	1,211	7,280	12,740	5,460		5,460	57.1%	
4012	WATER RATES	0	160	500	340		340	32.0%	
4013	RENT	(2,359)	(13,918)	(24,700)	(10,782)		(10,782)	56.3%	
4014	ELECTRICITY	(31)	1,622	3,000	1,378		1,378	54.1%	
4015	GAS	60	1,605	2,000	395		395	80.2%	
4016	CLEANING COSTS	546	1,628	360	(1,268)		(1,268)	452.1%	
4036	PROPERTY MAINTENANCE	35	287	4,000	3,714		3,714	7.2%	
4042	EQUIPT MAINT/REPAIR	200	200	500	300		300	40.0%	
4104	REFUSE COLLECTION	135	576	1,000	424		424	57.6%	
4110	FIRE PRECAUTIONS	0	0	600	600		600	0.0%	
4134	SECURITY/CCTV	0	562	1,500	938		938	37.4%	

	B'SWADE MAGISTRATES COURT :- Indirect Expenditure	(203)	0	1,800	1,800	0	1,800	0.0%	0
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	Net Income over Expenditure	0	0	0	0				
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108 GRANTS (INCL S137)

4261	GRANTS UNDER OTHER POWERS	2,832	13,658	20,767	7,109		7,109	65.8%	
4264	Community Agent Grant	0	0	12,000	12,000		12,000	0.0%	

	GRANTS (INCL S137) :- Indirect Expenditure	2,832	13,658	32,767	19,109	0	19,109	41.7%	0
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	Net Expenditure	(2,832)	(13,658)	(32,767)	(19,109)				
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109 CAPITAL EXPENDITURE

1079	INC-M.B.D.C GRANTS	0	19,946	0	(19,946)			0.0%	
1175	INC-SALES OF FIXED ASSETS	0	8,440	0	(8,440)			0.0%	

	CAPITAL EXPENDITURE :- Income	0	28,386	0	(28,386)				0
4053	LOAN INTEREST	0	2,501	4,752	2,251		2,251	52.6%	
4060	OFFICE EQUIPMENT	2,442	2,442	0	(2,442)		(2,442)	0.0%	
4253	LEASE INTEREST REPAID	33	134	268	134		134	49.9%	
4801	CP - New Vehicles\Equipment	0	36,286	3,000	(33,286)		(33,286)	1209.5%	
4802	CP - New Computer Installation	458	3,249	0	(3,249)		(3,249)	0.0%	
4803	CP - Boiler Magistrates Court	0	0	15,335	15,335		15,335	0.0%	

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4843 CP - Street Furniture	0	26,506	0	(26,506)		(26,506)	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	13,728	0	(13,728)		(13,728)	0.0%	
4867 CP - Eldon Way L/Hold Improvem	0	12,630	0	(12,630)		(12,630)	0.0%	
4980 LOAN REPAYMENT	0	4,858	5,107	249		249	95.1%	
4982 LEASE CAPITAL REPAID	414	1,654	3,308	1,654		1,654	50.0%	
4990 ASSET FUNDING FROM RCP	(2,900)	(66,455)	(94,335)	(27,880)		(27,880)	70.4%	
4993 TFR TO CAP REC RSV	0	8,440	0	(8,440)		(8,440)	0.0%	
4994 TRANSFER FROM CAP REC RSV	0	(8,440)	0	8,440		8,440	0.0%	
CAPITAL EXPENDITURE :- Indirect Expenditure	447	37,533	13,435	(24,098)	0	(24,098)	279.4%	0
Net Income over Expenditure	(447)	(9,147)	(13,435)	(4,288)				
111 CORPORATE MANAGEMENT								
1076 PRECEPT RECEIVED	644,845	1,289,691	1,289,691	0			100.0%	
1096 INTEREST RECEIVED	98	177	2,500	2,323			7.1%	
CORPORATE MANAGEMENT :- Income	644,943	1,289,868	1,292,191	2,323			99.8%	0
4057 AUDIT FEES	0	445	3,720	3,275		3,275	12.0%	
4901 C.S. SALARY RECHARGE	8,905	45,020	63,456	18,436		18,436	70.9%	
4911 C.S. O'HEAD RECHARGE	7,057	48,977	55,553	6,576		6,576	88.2%	
CORPORATE MANAGEMENT :- Indirect Expenditure	15,961	94,441	122,729	28,288	0	28,288	77.0%	0
Net Income over Expenditure	628,982	1,195,427	1,169,462	(25,965)				
112 DEMOCRATIC REP'N & MGM'T								
1078 INC-MISC GRANTS	0	3,250	0	(3,250)			0.0%	
DEMOCRATIC REP'N & MGM'T :- Income	0	3,250	0	(3,250)				0
4024 SUBSCRIPTIONS	0	2,565	3,200	635		635	80.2%	
4026 COMPUTER	0	0	1,500	1,500		1,500	0.0%	
4082 NEIGHBOURHOOD PLAN	8,197	37,230	20,000	(17,230)		(17,230)	186.1%	
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%	
4901 C.S. SALARY RECHARGE	11,873	60,026	84,608	24,582		24,582	70.9%	
4911 C.S. O'HEAD RECHARGE	9,409	65,302	74,068	8,766		8,766	88.2%	
DEMOCRATIC REP'N & MGM'T :- Indirect Expenditure	29,479	165,123	188,576	23,453	0	23,453	87.6%	0
Net Income over Expenditure	(29,479)	(161,873)	(188,576)	(26,703)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
113 CIVIC ACTIVITIES & EXPENSES								
1091 INC-MISCELLANEOUS	0	0	500	500			0.0%	
1300 INC-MAYORS CHARITY	0	102	0	(102)			0.0%	
CIVIC ACTIVITIES & EXPENSES :- Income	0	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%	
4990 ASSET FUNDING FROM RCP	0	(2,765)	0	2,765		2,765	0.0%	
CIVIC ACTIVITIES & EXPENSES :- Indirect Expenditure	0	100	3,100	3,000	0	3,000	3.2%	0
Net Income over Expenditure	0	2	(2,600)	(2,602)				
115 ORCHARD COMMUNITY CENTRE								
1078 INC-MISC GRANTS	0	0	18,000	18,000			0.0%	
1082 INC-LETTINGS	3,534	13,750	15,000	1,250			91.7%	
1091 INC-MISCELLANEOUS	100	100	0	(100)			0.0%	
1109 INC-COFFEE MACHINE	0	0	120	120			0.0%	
ORCHARD COMMUNITY CENTRE :- Income	3,634	13,850	33,120	19,270			41.8%	0
4001 STAFF SALARIES	4,939	30,471	65,137	34,666		34,666	46.8%	
4002 EMPLOYERS N.I	377	2,371	5,351	2,980		2,980	44.3%	
4003 EMPLOYERS SUPERANN.	1,274	7,855	16,805	8,950		8,950	46.7%	
4007 HEALTH & SAFETY	0	51	500	449		449	10.2%	
4009 STAFF TRAVEL	19	148	300	152		152	49.2%	
4011 RATES	0	0	5,500	5,500		5,500	0.0%	
4012 WATER RATES	0	117	900	783		783	13.0%	
4014 ELECTRICITY	508	3,611	4,800	1,189		1,189	75.2%	
4015 GAS	515	925	2,000	1,075		1,075	46.3%	
4016 CLEANING COSTS	158	846	240	(606)		(606)	352.6%	
4020 MISC. ESTABLISH.COST	0	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	0	0	2,940	2,940		2,940	0.0%	
4032 PUBLICITY	0	0	500	500		500	0.0%	
4036 PROPERTY MAINTENANCE	0	835	1,000	165		165	83.5%	
4038 MAINTENANCE CONTRACT	114	656	1,500	844		844	43.7%	
4042 EQUIPT MAINT/REPAIR	0	1,592	200	(1,392)		(1,392)	795.8%	
4060 OFFICE EQUIPMENT	0	123	0	(123)		(123)	0.0%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4081 Licences	159	232	300	68		68	77.3%	
4128 EQUIPMENT	0	185	200	15		15	92.5%	
ORCHARD COMMUNITY CENTRE :- Indirect Expenditure	8,063	50,100	109,873	59,773	0	59,773	45.6%	0
Net Income over Expenditure	(4,429)	(36,250)	(76,753)	(40,503)				
901 CENTRAL SERVICES								
4001 STAFF SALARIES	23,351	119,249	260,444	141,195		141,195	45.8%	
4002 EMPLOYERS N.I	2,429	12,022	25,027	13,005		13,005	48.0%	
4003 EMPLOYERS SUPERANN.	3,902	18,794	48,884	30,090		30,090	38.4%	
4005 AGENCY STAFF	6,230	37,920	11,708	(26,212)		(26,212)	323.9%	
4007 HEALTH & SAFETY	0	92	2,500	2,408		2,408	3.7%	
4008 STAFF TRAINING	0	984	2,000	1,016		1,016	49.2%	
4009 STAFF TRAVEL	193	777	3,000	2,223		2,223	25.9%	
4010 MISC. STAFF COSTS	149	149	1,000	851		851	14.9%	
4013 RENT	2,359	13,918	24,700	10,782		10,782	56.3%	
4020 MISC. ESTABLISH.COST	0	187	250	63		63	74.8%	
4021 TELEPHONE & FAX	771	5,823	7,600	1,777		1,777	76.6%	
4022 POSTAGE	277	811	800	(11)		(11)	101.4%	
4023 STATIONERY	416	1,992	1,800	(192)		(192)	110.7%	
4025 INSURANCE	0	18,510	21,000	2,490		2,490	88.1%	
4026 COMPUTER	4,736	28,911	36,000	7,089		7,089	80.3%	
4027 PHOTOCOPIER	356	1,967	3,000	1,033		1,033	65.6%	
4030 ADVERTISING, RECRUITMENT	0	11,722	0	(11,722)		(11,722)	0.0%	
4031 ADVERTISING	258	2,068	400	(1,668)		(1,668)	517.0%	
4032 PUBLICITY	0	0	2,500	2,500		2,500	0.0%	
4051 BANK CHARGES	145	795	1,200	405		405	66.2%	
4056 LEGAL EXPENSES	0	4,211	1,000	(3,211)		(3,211)	421.1%	
4058 PROFESSIONAL FEES	4,861	14,877	2,000	(12,877)		(12,877)	743.9%	
4059 CONSULTANCY	0	6,930	0	(6,930)		(6,930)	0.0%	
4060 OFFICE EQUIPMENT	0	883	500	(383)		(383)	176.6%	
4073 PAYROLL BUREAU FEES	0	(220)	2,000	2,220		2,220	(11.0%)	
4074 ACCOUNTANCY FEES	2,772	9,411	15,000	5,589		5,589	62.7%	
4125 Misc Costs	0	0	50	50		50	0.0%	
4127 SIGNS	0	514	0	(514)		(514)	0.0%	
4128 EQUIPMENT	0	23	0	(23)		(23)	0.0%	
4901 C.S. SALARY RECHARGE	(29,682)	(150,065)	(211,520)	(61,455)		(61,455)	70.9%	
4911 C.S. O'HEAD RECHARGE	(23,523)	(163,255)	(185,175)	(21,920)		(21,920)	88.2%	
CENTRAL SERVICES :- Indirect Expenditure	0	0	77,668	77,668	0	77,668	0.0%	0
Net Expenditure	0	0	(77,668)	(77,668)				
Finance & General Purposes :- Income	648,374	1,335,456	1,327,611	(7,845)			100.6%	
Expenditure	56,579	360,955	549,948	188,993	0	188,993	65.6%	
Movement to/(from) Gen Reserve	591,795	974,501						

Public Land & Open Spaces102 ALLOTMENTS

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1087 INC-ALLOTMENTS	(256)	9,332	7,200	(2,132)			129.6%	
ALLOTMENTS :- Income	(256)	9,332	7,200	(2,132)			129.6%	0
4013 RENT	0	233	465	233		233	50.0%	
4037 GROUNDS MAINTENANCE	0	0	500	500		500	0.0%	
4067 PEST CONTROL	150	450	750	300		300	60.0%	
4104 REFUSE COLLECTION	0	162	0	(162)		(162)	0.0%	
4128 EQUIPMENT	51	51	0	(51)		(51)	0.0%	
ALLOTMENTS :- Indirect Expenditure	201	895	1,715	820	0	820	52.2%	0
Net Income over Expenditure	(457)	8,437	5,485	(2,952)				

104 BURIAL GROUNDS

1084 INC-BURIAL FEES	805	8,307	18,000	9,693			46.1%	
1097 INC-MEMORIALS	0	0	900	900			0.0%	
BURIAL GROUNDS :- Income	805	8,307	18,900	10,593			44.0%	0
4011 RATES	401	2,409	4,800	2,391		2,391	50.2%	
4012 WATER RATES	0	29	150	121		121	19.4%	
4014 ELECTRICITY	56	173	150	(23)		(23)	115.4%	
4036 PROPERTY MAINTENANCE	0	6,870	2,000	(4,870)		(4,870)	343.5%	
4110 FIRE PRECAUTIONS	0	0	500	500		500	0.0%	
4178 PATHS MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4901 C.S. SALARY RECHARGE	1,781	9,004	12,691	3,687		3,687	70.9%	
4902 W.S. SALARY RECHARGE	4,140	27,155	59,441	32,286		32,286	45.7%	
4911 C.S. O'HEAD RECHARGE	1,411	9,795	11,111	1,316		1,316	88.2%	
4912 W.S. O'HEAD RECHARGE	773	5,706	12,280	6,575		6,575	46.5%	
BURIAL GROUNDS :- Indirect Expenditure	8,561	61,141	104,123	42,982	0	42,982	58.7%	0
Net Income over Expenditure	(7,756)	(52,834)	(85,223)	(32,389)				

210 GENERAL

4064 ANNUAL HANGING BASKETS	0	2,467	3,000	533		533	82.2%	
GENERAL :- Indirect Expenditure	0	2,467	3,000	533	0	533	82.2%	0
Net Expenditure	0	(2,467)	(3,000)	(533)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
212 RECREATION GROUNDS								
1081 INC-RENT	3,150	4,938	3,500	(1,438)			141.1%	
1083 INC-PITCH HIRE	0	(66)	2,000	2,066			(3.3%)	
1091 INC-MISCELLANEOUS	29	40	0	(40)			0.0%	
RECREATION GROUNDS :- Income	3,179	4,912	5,500	588			89.3%	0
4011 RATES	378	2,273	3,775	1,502		1,502	60.2%	
4012 WATER RATES	12	3,343	11,000	7,657		7,657	30.4%	
4013 RENT	0	0	1	1		1	0.0%	
4014 ELECTRICITY	243	2,661	6,000	3,339		3,339	44.4%	
4037 GROUNDS MAINTENANCE	0	4,561	2,500	(2,061)		(2,061)	182.4%	
4038 MAINTENANCE CONTRACT	575	3,807	6,900	3,093		3,093	55.2%	
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	0	494	2,500	2,006		2,006	19.8%	
4067 PEST CONTROL	50	200	900	700		700	22.2%	
4100 FERT./SEEDS/WEEDKILL	0	33	200	168		168	16.3%	
4104 REFUSE COLLECTION	371	3,796	4,000	204		204	94.9%	
4110 FIRE PRECAUTIONS	0	0	750	750		750	0.0%	
4114 LITTER BINS	0	0	2,000	2,000		2,000	0.0%	
4128 EQUIPMENT	31	462	0	(462)		(462)	0.0%	
4139 GRASS CUTTING	0	4,236	0	(4,236)		(4,236)	0.0%	
4901 C.S. SALARY RECHARGE	4,749	24,010	33,843	9,833		9,833	70.9%	
4902 W.S. SALARY RECHARGE	14,488	95,042	208,042	113,000		113,000	45.7%	
4911 C.S. O'HEAD RECHARGE	3,764	26,121	29,628	3,507		3,507	88.2%	
4912 W.S. O'HEAD RECHARGE	2,705	19,969	42,980	23,011		23,011	46.5%	
RECREATION GROUNDS :- Indirect Expenditure	27,367	191,008	359,019	168,011	0	168,011	53.2%	0
Net Income over Expenditure	(24,188)	(186,097)	(353,519)	(167,422)				
902 PUBLIC REALM								
4001 STAFF SALARIES	16,121	108,694	239,146	130,452		130,452	45.5%	
4002 EMPLOYERS N.I	1,401	8,669	21,006	12,337		12,337	41.3%	
4003 EMPLOYERS SUPERANN.	3,176	18,411	61,701	43,290		43,290	29.8%	
4007 HEALTH & SAFETY	92	548	500	(48)		(48)	109.6%	
4008 STAFF TRAINING	0	806	2,500	1,694		1,694	32.2%	
4009 STAFF TRAVEL	106	494	300	(194)		(194)	164.5%	
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	101	460	7,596	7,136		7,136	6.1%	
4023 STATIONERY	0	6	0	(6)		(6)	0.0%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4025 INSURANCE	108	108	0	(108)		(108)	0.0%	
4026 COMPUTER	180	180	0	(180)		(180)	0.0%	
4030 ADVERTISING, RECRUITMENT	0	548	0	(548)		(548)	0.0%	
4036 PROPERTY MAINTENANCE	75	75	5,200	5,125		5,125	1.4%	
4041 EQUIPMENT HIRE	0	367	400	33		33	91.8%	
4042 EQUIPT MAINT/REPAIR	0	724	4,500	3,776		3,776	16.1%	
4044 TREES & PLANTS	80	80	0	(80)		(80)	0.0%	
4046 VEHICLE LEASING	1,012	6,845	11,000	4,155		4,155	62.2%	
4047 MATERIALS/TOOLS	445	5,700	12,000	6,300		6,300	47.5%	
4048 VEHICLE MAINT/REPAIR	0	4,246	10,000	5,754		5,754	42.5%	
4049 VEHICLE FUEL	523	3,191	8,000	4,809		4,809	39.9%	
4050 VEHICLE TAX	151	448	675	228		228	66.3%	
4068 NEW MACHINERY	0	112	0	(112)		(112)	0.0%	
4100 FERT./SEEDS/WEEDKILL	0	479	0	(479)		(479)	0.0%	
4103 PROTECTIVE CLOTHING	966	2,380	2,500	120		120	95.2%	
4110 FIRE PRECAUTIONS	0	58	0	(58)		(58)	0.0%	
4119 SKIP HIRE	0	314	3,000	2,686		2,686	10.5%	
4128 EQUIPMENT	26	360	500	140		140	72.0%	
4902 W.S. SALARY RECHARGE	(20,698)	(135,774)	(297,203)	(161,429)		(161,429)	45.7%	
4912 W.S. O'HEAD RECHARGE	(3,864)	(28,528)	(61,400)	(32,872)		(32,872)	46.5%	
PUBLIC REALM :- 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	3,728	22,551	31,600	9,049			71.4%	
Expenditure	36,129	255,511	529,954	274,443	0	274,443	48.2%	
Movement to/(from) Gen Reserve	(32,401)	(232,960)						
Town Centre Management								
103 STREET LIGHTS								
4014 ELECTRICITY	(12,036)	(12,036)	0	12,036		12,036	0.0%	
STREET LIGHTS :- Indirect Expenditure	(12,036)	(12,036)	0	12,036	0	12,036		0
Net Expenditure	12,036	12,036	0	(12,036)				
105 CAR PARKS								
1088 INC-CAR PARKING FEES	1,730	9,770	22,000	12,230			44.4%	
1089 INC - PARKING PERMITS WORK	1,853	2,338	11,500	9,162			20.3%	
1189 INC-PARKING PERMITS RES	390	2,989	6,300	3,311			47.4%	
CAR PARKS :- Income	3,973	15,097	39,800	24,703			37.9%	0

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4011 RATES	2,177	13,061	26,600	13,539		13,539	49.1%	
4038 MAINTENANCE CONTRACT	2,782	3,937	7,500	3,563		3,563	52.5%	
4047 MATERIALS/TOOLS	0	904	2,000	1,096		1,096	45.2%	
4056 LEGAL EXPENSES	0	2,022	1,000	(1,022)		(1,022)	202.2%	
4058 PROFESSIONAL FEES	6	2,652	0	(2,652)		(2,652)	0.0%	
4067 PEST CONTROL	0	50	0	(50)		(50)	0.0%	
4092 Card Processing Fees	23	450	1,000	550		550	45.0%	
4108 SURFACE REPAIRS	0	0	3,000	3,000		3,000	0.0%	
4126 CAR PARK LEASE	9,000	17,000	32,001	15,001		15,001	53.1%	
4901 C.S. SALARY RECHARGE	445	2,251	3,173	922		922	70.9%	
4902 W.S. SALARY RECHARGE	1,035	6,789	14,860	8,071		8,071	45.7%	
4911 C.S. O'HEAD RECHARGE	353	2,449	2,778	329		329	88.2%	
4912 W.S. O'HEAD RECHARGE	193	1,426	3,070	1,644		1,644	46.5%	
CAR PARKS :- Indirect Expenditure	16,014	52,991	96,982	43,991	0	43,991	54.6%	0
Net Income over Expenditure	(12,041)	(37,894)	(57,182)	(19,288)				
106 MARKET								
1082 INC-LETTINGS	183	183	0	(183)			0.0%	
1085 INC-TUESDAY MARKET RENTS	345	1,425	1,500	75			95.0%	
1086 INC-SATURDAY MARKET RENTS	1,147	5,478	15,000	9,522			36.5%	
MARKET :- Income	1,675	7,087	16,500	9,413			43.0%	0
4002 EMPLOYERS N.I	15	89	227	139		139	39.0%	
4003 EMPLOYERS SUPERANN.	218	1,306	2,691	1,385		1,385	48.5%	
4004 MARKET STAFF	844	5,063	10,430	5,367		5,367	48.5%	
4007 HEALTH & SAFETY	0	104	0	(104)		(104)	0.0%	
4011 RATES	432	2,588	5,260	2,672		2,672	49.2%	
4014 ELECTRICITY	141	869	600	(269)		(269)	144.8%	
4023 STATIONERY	0	32	0	(32)		(32)	0.0%	
4032 PUBLICITY	0	0	1,500	1,500		1,500	0.0%	
4047 MATERIALS/TOOLS	640	918	250	(668)		(668)	367.2%	
4901 C.S. SALARY RECHARGE	1,484	7,503	10,576	3,073		3,073	70.9%	
4911 C.S. O'HEAD RECHARGE	1,176	8,163	9,259	1,096		1,096	88.2%	
MARKET :- Indirect Expenditure	4,950	26,634	40,793	14,159	0	14,159	65.3%	0
Net Income over Expenditure	(3,275)	(19,548)	(24,293)	(4,745)				
107 TOWN CENTRE GENERAL								
1071 INC - A BOARDS	0	0	200	200			0.0%	
1072 INC - TEMP STREET FURNITURE	0	0	300	300			0.0%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1145 INC-CHRISTMAS ACTIVITIES	176	176	0	(176)			0.0%	
TOWN CENTRE GENERAL :- Income	176	176	500	324			35.2%	0
4001 STAFF SALARIES	2,266	13,596	27,397	13,801		13,801	49.6%	
4002 EMPLOYERS N.I	211	1,266	2,568	1,302		1,302	49.3%	
4003 EMPLOYERS SUPERANN.	585	3,508	7,068	3,560		3,560	49.6%	
4036 PROPERTY MAINTENANCE	0	394	240	(154)		(154)	164.1%	
4037 GROUNDS MAINTENANCE	0	400	0	(400)		(400)	0.0%	
4067 PEST CONTROL	0	25	0	(25)		(25)	0.0%	
4116 WAR MEM & REM SERV	0	80	750	670		670	10.7%	
4117 CLOCK REPAIRS	0	0	350	350		350	0.0%	
4127 SIGNS	0	160	0	(160)		(160)	0.0%	
4138 MARKET SQUARE EVENTS	220	3,235	15,000	11,765		11,765	21.6%	
4140 CHRISTMAS ACTIVITIES	0	0	7,000	7,000		7,000	0.0%	
4144 CCTV	0	2,285	18,000	15,715		15,715	12.7%	
4145 CHRISTMAS LIGHTS	0	0	18,000	18,000		18,000	0.0%	
4901 C.S. SALARY RECHARGE	445	2,251	3,173	922		922	70.9%	
4902 W.S. SALARY RECHARGE	1,035	6,789	14,860	8,071		8,071	45.7%	
4911 C.S. O'HEAD RECHARGE	353	2,449	2,778	329		329	88.2%	
4912 W.S. O'HEAD RECHARGE	193	1,426	3,070	1,644		1,644	46.5%	
TOWN CENTRE GENERAL :- Indirect Expenditure	5,308	37,863	120,254	82,391	0	82,391	31.5%	0
Net Income over Expenditure	(5,132)	(37,687)	(119,754)	(82,067)				
110 PUBLIC CONVENIENCES								
4011 RATES	0	(3,144)	0	3,144		3,144	0.0%	
4012 WATER RATES	0	118	2,000	1,882		1,882	5.9%	
4014 ELECTRICITY	0	0	1,000	1,000		1,000	0.0%	
4016 CLEANING COSTS	1,590	8,100	600	(7,500)		(7,500)	1350.0%	
4036 PROPERTY MAINTENANCE	0	0	2,500	2,500		2,500	0.0%	
4038 MAINTENANCE CONTRACT	0	0	980	980		980	0.0%	
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	1,590	5,862	7,080	1,218	0	1,218	82.8%	0
Net Expenditure	(1,590)	(5,862)	(7,080)	(1,218)				
Town Centre Management :- Income	5,824	22,360	56,800	34,440			39.4%	
Expenditure	15,825	111,315	265,109	153,794	0	153,794	42.0%	
Movement to/(from) Gen Reserve	(10,001)	(88,955)						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	657,926	1,380,367	1,416,011	35,644			97.5%	
Expenditure	108,533	727,781	1,345,011	617,230	0	617,230	54.1%	
Net Income over Expenditure	<u>549,393</u>	<u>652,586</u>	<u>71,000</u>	<u>(581,586)</u>				
Movement to/(from) Gen Reserve	<u>549,393</u>	<u>652,586</u>						

Date: 19/10/2021

Biggleswade Town Council

Time: 15:14

Lloyds Current A/C

List of Payments made between 01/09/2021 and 30/09/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/09/2021	Bedfordshire Pension	BACS	10,475.05		Bedfordshire Pension - Aug2021
02/09/2021	HMRC-PAYE/NI Due-Aug	BACS	12,698.27		HMRC-PAYE/NI Due-Aug
02/09/2021	Lloyds Salary A/C	TFR	330.00		
03/09/2021	Janet Leaver-Allotment Deposit	000441	50.00		Janet Leaver-Allotment Deposit
03/09/2021	Helen Butterworth	000443	50.00		Butterworth-Plot 5B deposit
06/09/2021	Central Bedfordshire Council	Std Ord	4,599.00		CBC - Rates 2021/21
06/09/2021	Node IT Solutions Ltd	DD01	1,020.00		2500-IT Support
07/09/2021	Arbor Garden Solutions Ltd	201910	871.00		Purchase Ledger Payment
07/09/2021	CoolerAid Ltd	201909	27.90		2473-Water cooler
07/09/2021	British Telecommunications PLC	201911	587.94		2483-Telephone
07/09/2021	George Browns Ltd	201912	11,107.20		2472-Sale Kubota RTV900LK15DXW
07/09/2021	Alan Bailes Consultancy Ltd	201913	2,560.00		2469-Highwys prof. fees
07/09/2021	Barnard & Webb Solicitors	201914	420.00		2470-Employment law advice
07/09/2021	Rosetta Publishing Ltd	201915	290.40		2481-Beds Bulletin advert
07/09/2021	Caliam Consulting Limited	201916	432.00		2484-HR Support Aug 21
07/09/2021	Essential Safety Wear Ltd	201917	1,083.10		2488-Staff uniforms
07/09/2021	Flowbird Smart City UK Ltd	201918	3,051.03		2491-Car park equip maint
07/09/2021	Furniture @ Work Ltd	201919	1,050.00		2477-2 x chairs
07/09/2021	Herts CCTV Partnership Ltd	201920	222.00		2478-Mobile camera spur
07/09/2021	LGRC Associates Ltd	201921	7,475.40		2492-PT Aug 21
07/09/2021	F D O'Dell & Sons Ltd	201922	194.00		2479-Skip hire
07/09/2021	Professional Pest Management	201923	60.00		2480-Pest control Aug 21
07/09/2021	DCK Accounting Solutions Ltd	201924	1,111.55		2474-Accountancy Aug 21
07/09/2021	R & C Hyett	201925	2,110.00		2494-Toilets cleaning Aug 21
07/09/2021	Turfcare Leisure Services Ltd	201926	690.47		2495-Bowling green maint
07/09/2021	Unison	201927	11.50		2522-Unison August 2021
07/09/2021	Urban Vision Enterprise CIC	201928	5,670.00		2482-Project management N/Plan
07/09/2021	Lloyds Salary A/C	TFR	170.00		
08/09/2021	Kate Long	000444	60.00		Kate Long-Parking permit refun
09/09/2021	Post Office Ltd	000445	255.00		Post Office Ltd-Postage
10/09/2021	Node IT Solutions Ltd	DD02	1,978.57		6340-Lenovo Notebook
13/09/2021	BNP Paribus Leasing	SO	584.17		BNP-LN69 XVL Leasing
13/09/2021	The Right Fuelcard Company Lim	DD03	3.60		P/Ledger Electronic Payment
13/09/2021	Node IT Solutions Ltd	DD04	62.40		2519-IT Support
13/09/2021	Node IT Solutions Ltd	DD05	158.98		2517-Zoom subscription
13/09/2021	Node IT Solutions Ltd	DD06	211.20		2518-IT Support
13/09/2021	Node IT Solutions Ltd	DD07	3,069.41		2520-IT Supprt
14/09/2021	Bank charge payable	CHRG	120.65		Bank charge payable
14/09/2021	Biggleswade Sports	000446	360.00		Biggleswade Sports-Grant
14/09/2021	Trinity Methodist Church	000447	1,971.60		Trinity Methodist Church-Grant
14/09/2021	Bedfordshire Police Trust	000448	500.00		Beds Police Trust-Grant 21/22
15/09/2021	Lex Autolease Ltd	DD08	410.64		2569-Lease rental Aug 2021
15/09/2021	Lloyds Salary A/C	TFR	49,950.00		
15/09/2021	Integrating Solutions Limited	DDR	80.62		2693-Copier chrges
16/09/2021	Node IT Solutions Ltd	DD09	386.18		2516-Monitor
16/09/2021	Fuel Genie DDR	DD10	624.48		2499-Fuel A/C
16/09/2021	John Wallbridge	000450	50.00		Allotment deposit refund

Continued on Page 2

List of Payments made between 01/09/2021 and 30/09/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
17/09/2021	CCLA Deposit Fund	TNSFR	250,000.00		CCLA Deposit Fund
20/09/2021	AIB Merchant Services	DD11	92.68		2496-Card charges
20/09/2021	Node IT Solutions Ltd	DD12	549.73		2570-Monitor+docking station
20/09/2021	CCLA Deposit Fund	TNSFR	250,000.00		CCLA Deposit Fund
21/09/2021	Public Works Loan Board	DD13	7,358.92		2426-PWLB Loan Repayment
22/09/2021	Anglian Water Business Ltd. (N	201929	12.04		2568-Water 14.06.21-13.09.21
22/09/2021	Bedfordshire Rural Communities	201930	1,500.00		2556-N'hood plant supp-Spring
22/09/2021	Flowbird Smart City UK Ltd	201931	282.24		2555-Service Oct-Parking Equip
22/09/2021	J R GOLDTHORPE & SON	201932	137.65		2559-Record vice jaws
22/09/2021	Mr Nicky Gray	201933	200.00		2567-Repair leaking boiler
22/09/2021	HERTFORDSHIRE COUNTY	201934	100.82		2563-Toilet roll, dispenser,et
22/09/2021	Harrier Office Supplies Ltd	201935	110.38		2572-Battery&first aid kit
22/09/2021	Mr S Hatton	201936	35.00		2552-Change door corde
22/09/2021	Biggleswade MOT Centre Ltd	201937	320.05		2562-MOT test
22/09/2021	Parallel HR Ltd	201938	396.00		2573-BT Hr services
22/09/2021	Peninsula Business Services Li	201939	34.67		2564-EAP provision
22/09/2021	DCK Accounting Solutions Ltd	201940	455.10		2554-VAT PartEx calc 20-21
22/09/2021	Hire or Buy Group Ltd	201941	78.08		2566-Stihl red trimmer
22/09/2021	Tim's Digital	201942	116.40		2553-VPS Hosting BTC website
22/09/2021	Veolia UK Ltd	201943	116.06		2560-Euro lift-Sullivan court
22/09/2021	Alison Taylor	000451	16.00		Alison Taylor-Xmas stall over
22/09/2021	Anglian Water Business Ltd. (N	CNXL201929	-12.04		P/Ledger Electronic Payment
22/09/2021	DVLA	DC	151.25		DVLA-Vehicle tax
23/09/2021	EE - DDR	DD14	337.50		P/Ledger Electronic Payment
23/09/2021	TV Licensing	DC01	159.00		2571-Tv licensing
27/09/2021	Kubota Finance	Std Ord	536.40		Kubota Finance Leasing
27/09/2021	Manitou Finance	DD15	219.16		P/Ledger Electronic Payment
27/09/2021	Door Drop Advertising Ltd	BACS01	1,311.00		2604-Leaflet distribution
27/09/2021	Door Drop Advertising Ltd	BACS02	111.00		2605-Collection fee
27/09/2021	Ampoweruk Ltd-DDR	REFUND	-629.53		P/Ledger Electronic Payment
29/09/2021	Harrison Clark	SO	9,000.00		Harrison Clark-Car Park Leasin
30/09/2021	Anglian Water Business Ltd. (N	DD16	12.04		P/Ledger Electronic Payment
30/09/2021	F & R Cawley Ltd	DD17	630.67		2498-Trade refuse
Total Payments			652,993.58		