



Ref: Agenda/Council – 10/01/2023

5th January 2023

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 10th January 2023** 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_ebTxip_cT9CMBEJpSxyikQ

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 Extraordinary Town Council Meeting held on **Tuesday 1st December 2022** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For Members to receive the minutes of the Town Council Meeting held on **Tuesday 13th December 2022** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. **MATTERS ARISING**

- a. Minutes of the Extraordinary Town Council Meeting held on **Tuesday 1st December 2022**.
- b. Minutes of the Town Council Meeting held on **Tuesday 13th December 2022**.

9. **ITEMS FOR CONSIDERATION**

a. **General Power of Competence**

For Members to receive and consider the report from the Town Clerk & Chief Executive.

b. **Proposed Diversion of parts of Biggleswade Footpath No.24**

For Members to receive and consider a letter from Central Bedfordshire Council regarding a proposal to divert a section of Footpath No.24.

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 on the Central Bedfordshire Council website. Click on the hyperlink (electronic copy) on the heading of each planning application listed below.

a. **CB/19/04301/OUT - Land North of Biggleswade 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 playspace; new roads, car parking, cycleways and footways; associated infrastructure, including a sustainable drainage system; vehicular access to be secured from Furzenhall Road.

Previously on Council Agenda

CB/19/04301/OUT on Council agenda 14/01/2020. Outcome as Strongly Object - does not comply with NPPF and various other comments made against the Applicant.

CB/19/02827/PAPC on Council agenda 08/09/2020. Outcome as Strongly Object - For reasons set out in previous correspondence. 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.

CB/19/04301/OUT on Council agenda 27/08/2021. Outcome as Strongly Object Due to:

1. Inadequate access to the site.
2. Severe Highways impact at Sun Street/Shortmead Street junction
3. Severe Highways impact at Drove Road/London Road junction.
4. Exaggeration of site sustainability.
5. Reduction in Public Rights of Way.
6. Disruption to irreplaceable Archaeology

CB/19/04301/OUT on Council agenda 22/11/2022. Town Council Strongly Objects and called to move item to EXEMPT Agenda.

b. **CB/22/04514/FULL - Stratton Upper School, Eagle Farm Road, Biggleswade, SG18 8JB**

Creation of a 3G Artificial Grass Pitch (AGP) with perimeter fencing, hardstanding areas, storage container, floodlights, bunding and access footpath.

c. **CB/22/04742/FULL - 1A Havelock Road, Biggleswade, SG18 0DB**

Demolition of existing building and erection of a one-bedroom flat.

d. **CB/22/04815/FULL - 179 Holme Court Avenue, Biggleswade, SG18 8PB**

Single storey rear extension.

e. **CB/22/04516/REG3 - 11 & 12 Woodlands, Dunton Lane, Biggleswade**

Change of use of land, from the stationing of two transit pitches, to two permanent pitches for Gypsy and Traveller use, with associated parking and amenity units.

f. **CB/22/04850/FULL - 10 Banks Road, Biggleswade, SG18 0DY**

Rear dormer and skylight to the front.

g. **CB/22/03789/FULL - 39 Dells Lane, Biggleswade, SG18 8LJ**

Front porch to include a downstairs toilet (retrospective).

h. **CB/22/04767/FULL - 8 Station Road, Biggleswade, SG18 8AL**

Single storey rear extension. Changes to the fenestration including the front door. Deadline for comments have been extended to 12th January 2023.

i. **CB/22/04839/NMA - Phase 6B Stratton Business Park, East of Pegasus Drive, Biggleswade**

Non-material amendment to planning permission CB/20/01520/FULL (The erection of 4 no. B8 distribution units, together with associated energy centre, balancing pond, landscaping and all other ancillary works) amendment sought to Changing to the wording of condition 12 to read as follows: "Prior to occupation of the development, details of

charging plug-in points and other ultra-low emission vehicles shall be submitted to and approved in writing by the Local Planning Authority (discharged 11th October 2022 by 6425 -1999 Rev C03 Overall Masterplan-RC-EG-LT-52, Rolec Car Chargers and EVC DESIGN) , in accordance with the sustainability statement. The scheme shall indicate where visitor parking may contain such charging facilities. The approved details shall be fully installed within three months of the first occupation of the development."

j. **CB/22/04786/FULL - 38 & 40 Drove Road, Biggleswade, SG18 8HD**

Single storey rear infill extensions to two adjoining semi-detached dwellinghouses, with associated alterations; plus alterations to existing openings, removal of chimneys and addition of solar PV panels to first-floor pitched roofs.

k. **CB/22/04656/FULL - 3 Dells Lane, Biggleswade, SG18 8LP**

Replacement front car port.

l. **CB/22/04946/NMA - 234 London Road, Biggleswade, SG18 8PJ**

Non-material amendment to planning permission CB/22/03455/FULL (Householder application for the erection of a conservatory to the rear of the dwelling) reducing projection of the proposed, bi fold doors now on the front elevation of the conservatory and small windows moved to the right-side elevation.

11. **PLANNING APPLICATION OUTCOMES**

- a. A report of the Planning Application Outcomes (by exception applications only) as of **14th December 2022**.

12. **ACCOUNTS**

a. **Financial Administration**

- i. Detailed Balance Sheet to 30/11/2022.
- ii. Summary Income and Expenditure by Committee 30/11/2022.
- iii. Detailed Income and Expenditure by Committee 30/11/2022.
- iv. List of payments made – Lloyds Bank 01/11/22 – 23/11/2022.
- v. List of payments made – Unity Trust 23/11/22 to 30/11/22.

13. **ITEMS FOR INFORMATION**

a. **Biggleswade Transport Interchange**

For Members to receive the Central Bedfordshire Council update on traffic management regarding the Biggleswade Transport Interchange.

b. **ASDA Car Parking**

For Members to receive an oral update from the Cllr M Russell, Deputy Mayor.

c. **Lindsells Level Crossing Bridge**

For Members to receive an oral update from the Head of Governance & Strategic Partnerships.

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_ebTxip_cT9CMBEJpSxyikQ

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 item issue is discussed.

(15a Capital Assets Register Report).
(15b Development Proposal).

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
EXTRAORDINARY MEETING
HELD ON THURSDAY 1ST DECEMBER 2022
AT 6.00PM AT BIGGLESWADE TOWN COUNCIL OFFICES
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL**

PRESENT:

Cllr G Fage (Chairman)
Cllr D Albone (via zoom)
Cllr I Bond
Cllr F Foster
Cllr M Foster
Cllr M Knight
Cllr M North
Cllr H Ramsay
Cllr D Strachan
Cllr C Thomas

Mr P Tarrant – Town Clerk & Chief Executive
Ms H Calvert – Administration & HR Manager
Ms F Gumush – Meetings Administrator

Members of the Public – 0

Meeting Formalities:

Following a reminder to meeting attendees 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 to 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 that individual.

1. APOLOGIES FOR ABSENCE

Cllr M Russell, Cllr J Woodhead.

2. DECLARATIONS OF INTEREST

a. Disclosable Pecuniary interests in any agenda item:

None.

b. Non-Pecuniary interests in any agenda item:

None.

3. **PUBLIC OPEN SESSION**

No member of the public wished to speak.

4. **PLANNING APPLICATIONS**

a. **CB/19/04301/OUT – Land North of Biggleswade SG18 0HB**

Members discussed a report prepared by Transport Consultants to help the Town Council scrutinise the assessment with regards to the land planning application for the area north of Biggleswade.

The report strongly underlines the Town Council's objections to the application stating that it is contrary to Central Bedfordshire planning policies as well as the National Planning Policy Framework.

Members **AGREED** for the Transport Consultants to provide a report on the applicants transport assessment and for that report to be submitted to Town Council.

Members also **RESOLVED** that the report to be submitted to the Town Council by the Transport Consultants, should be added to the agenda of the next Town Council meeting on 13th December for any further discussion.

5. **PUBLIC OPEN SESSION**

No member of the public wished to speak.

6. **EXEMPT**

None

The Mayor closed the meeting at 6.40pm



MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 13th DECEMBER 2022
AT 7.00PM AT BIGGLESWADE TOWN COUNCIL OFFICES
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL

PRESENT:

Cllr G Fage (Chairman)
Cllr M Russell (Deputy Chairman)
Cllr D Albone
Cllr K Brown
Cllr I Bond
Cllr F Foster (via zoom)
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
Mr K Hosseini – Head of Governance & Strategic Partnerships
Mr I Lord – Place Shaping Manager
Ms F Gumush – Meetings Administrator

Members of the Public – 0

Meeting Formalities:

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1. APOLOGIES FOR ABSENCE

Cllr L Fage, Cllr M Foster, Cllr H Ramsay.

2. DECLARATIONS OF INTEREST

a. Disclosable Pecuniary interests in any agenda item:

None.

b. Non-Pecuniary interests in any agenda item:

Cllr Russell for Item 10h as the matter relates to a neighbour's tree.

Cllr Strachan for Item 9c as the parking standards encompasses the neighbourhood the Councillor lives in.

3. **TOWN MAYOR'S ANNOUNCEMENTS**

a. **Biggleswade Christmas Fair and Light Switch on**

On Friday 25th November, Cllr G Fage had the pleasure of attending the Christmas Lights Switch On in the Town Square. Cllr G Fage noted that the event was well attended by members of the public and the quality of the Christmas lights this year was well received. Cllr G Fage thanked all Council Officers for all their hard work in the run up to the event.

b. **East Bedfordshire Band Concert**

On Saturday 26th November, Cllr G Fage attended the East Bedfordshire Band Concert which took place at Stratton Upper School. Cllr G Fage noted that it was a very enjoyable classical concert with a talent of all ages and added that he looked forward to attending their spring concert in in April.

c. **Made In The Wade**

On Sunday 27th November, Cllr G Fage attended the Made In The Wade Craft Fair at Stratton School. The fair had a wide variety of stalls for all Christmas shopping.

d. **HBC Logistics**

On Friday 9th December, Cllr G Fage attended the official opening of HBC Logistics on Stratton Business Park.

e. **Drove Road Chapel Restoration Works**

On Friday 9th December, Cllr G Fage attended the Drove Road Chapel Restoration Work ground-breaking ceremony and noted that although the scaffolding is up outside the Chapel, work to restore the building to its original condition would begin very soon. Cllr G Fage added that this is a huge project for the Council, which will last three years.

f. **Sleeping Beauty Pantomime**

On Saturday 10th December, Cllr G Fage attended the Sleeping Beauty Pantomime undertaken by the Biggleswade Amateur Theatrical Society which was very well attended.

g. **Development Management Committee**

Cllr G Fage reminded Members of the meeting of the Development Management Committee on Wednesday 21st December where there are two applications from Biggleswade which will be discussed. The applications are for Land East of Biggleswade and 19A High Street.

h. **A1A428 Project**

Cllr M Russell shared a notification received from the Department of Transport regarding work planned to start this month regarding the A1A428. Cllr M Russell pointed out an organisation called the 'Transfer Action Network' has applied to the High Court for permission for a judicial review of the Secretary of State's decision to grant the development consent order. The group is challenging the Secretary of State's decision on the grounds of biodiversity, climate change and the need for the scheme. A decision on that application will not be made until early 2023 due to the legal case.

4. PUBLIC OPEN SESSION

No member of the public wished to speak.

5. INVITED SPEAKER

Caroline Smith, Director of Castele Consultancy Ltd.

Speaking to Members, Ms Smith presented a planned project to build a new full size (fenced) floodlit 3G Artificial Grass on the site of Stratton Upper School, which would be suitable for training and affiliated match play. The pitch is planned to be used by the school (until 5pm) and the wider community from 5pm – 10pm (subject to planning approval).

Ms Smith indicated that partnership funding had been identified but further funding was still being sought with funding application to be made to the Football Foundation in early 2023. Ms Smith pointed out that once funding had been secured, the project would need a build of approximately 14 weeks with a hope to open to the community in autumn 2023.

6. MEMBERS' QUESTIONS

Cllr Knight asked that an item regarding energy contracts, which was discussed at the recent Finance and General Purposes Meeting, be brought to the agenda of the next Town Council meeting.

Cllr Woodhead welcomed further discussion at future Council meetings regarding an 'NHS Walk-in Centre'.

Cllr Albone requested for the upkeep of the historic grave of Dan Albone in Drove Road by the Public Realm Team.

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

Members pointed to a mistake with the title of the Royal British Legion on page 9, which read 'British Royal Legion'.

Members indicated that Item 9k regarding the Town Crier should read 'to defer consideration of a Town Crier'.

Subject to these amendments the Minutes were **APPROVED** as an accurate record of the Town Council Meeting held on 22nd November 2022.

8. MATTERS ARISING

Members asked about an update regarding the signage of a new pizza restaurant in Biggleswade. Officers noted that no response regarding an update had yet been given.

Members requested an update with regards to the ASDA car parking letter which the Council agreed would be sent by the Mayor. However due to conflict of interest, Cllr M Russell will shortly be sending the letter on behalf of the Council.

Members asked about an update with regards to the Bus Route proposal. The Head of Governance & Strategic Partnerships noted that no specific updates had been made but the Biggleswade Joint Committee would be discussing this during the meeting in January along with a wider strategy for the Town and how it links with the interchange.

Members referred to Item 10e on the Council minutes asking why the planning application for 57 Church Street was not on the agenda. The Head of Governance & Strategic Partnerships responded by saying that despite an application for an extension on the item, it was not forthcoming therefore an opportunity of comment was not available.

9. ITEMS FOR CONSIDERATION

a. Credit Control Policy

A Credit Control Report and Policy was submitted by the Finance Manager. The Town Clerk & Chief Executive noted that the item was discussed in the last Finance and General Purposes Committee and has now come to Council for final approval.

Members indicated that as an amendment the second paragraph in the policy should be changed to 'Finance Team' rather than 'Credit Control Team'.

It was **RESOLVED** to adopt the policy subject to minor changes.

b. Internal Process of BACS payments

Members **APPROVED** the internal process subject to the Head of Governance & Strategic Partnerships acting on behalf of the Town Clerk & Chief Executive if absent.

c. Parking Standards for New Developments

Cllr M Russell commented on the parking standards for new developments document from Central Bedfordshire Council and proposed the following:

The Town Council resolve to reply to the Draft Parking Standards for New Developments as follows:

- The recognition by the Consultation Document that 'reducing the number of parking spaces for new residential developments is unlikely to see a reduction in car ownership' is not followed through in many of the policies.
- It is fundamentally unsound to set a parking policy the same for each town in Central Bedfordshire without any regard to the particular circumstances of individual towns. This applies particularly to the town centre and car-free development proposals.
- The Draft Standards themselves quote that 'Local authorities are required to set parking standards for their areas but they should do so having regard for local circumstances and without trying to control car ownership'.
- The Draft Standards do not properly reflect the fact that, due to their circumstances, some people will have difficulty walking, cycling or often using public transport, particularly given the poor bus services in Biggleswade.
- The Draft Standards for larger residential properties encourage paving of garden space which will affect the amenity of the area and also rainwater run-off and drainage.
- Visitor parking for residential developments is minimal. Without properly managed visitor parking, difficulties are experienced by emergency vehicles and waste freighters.
- The paucity of visitor spaces for older people's accommodation does not recognise the need for frequent visits from medical and other carers, as well as family.

- For employment sites, employee parking is not covered. Also, note the requirement of BEM1 in the Neighbourhood Plan about facilities for the drivers of commercial vehicles.
- The Draft Standards propose 500m radius circles from the centres of towns in Central Bedfordshire and also from railway stations. This means two interlocking circles for Biggleswade. Appendix 6 (station) appears to show the same diagram as Appendix 5 (town centre) so it is not clear whether the lists of streets are accurate or include more residential areas.
- It is noted that the definition of town centre used here differs from that in the Local Plan.
- The circles encompass roads which are NOT town centre, and which have no nearby public parking – for example, Bunyan Road; Apple Tree Close; Dilley Croft; The Grove.
- The proposed policies within these circles encourage on-street parking. It should be noted that, because of the proximity of the station, many of these roads have restrictions to stop commuter parking which would also hamper residents parking if there were no off-street provision. Other roads have commercial premises with limited or no parking.
- The proposals for car-free developments will only exacerbate the situation in Biggleswade town centre. Please note Policy BTC1 in the Neighbourhood Plan re development in the town centre.
- All the proposals for residential development encourage denser development and do not acknowledge the requirements for amenity space in the Neighbourhood Plan (BRD1). These policies require external green amenity space within curtilage or nearby or at least a balcony of sufficient size to accommodate planting. There is also a requirement for dwellings to have front courts or gardens to separate the highway, in the interests of both amenity and safety. These gardens should not become parking spaces. The consultation document itself says: 'Providing sufficient parking for all types of vehicles will be necessary so that parked vehicles do not dominate the street scene'.
- The proposals both for car-free developments and infill developments in the town centre (as defined by the 500m circles which is not the definition in the Local Plan) are unrealistic and, if implemented in Biggleswade, will cause many difficulties for the town. It has to be recognised that Biggleswade is an historic market town and traffic flow in the town centre area is difficult already. The town centre is on the west of the town, whereas most of the development is to the east of the railway line. This already makes access to the town centre difficult – two of the railway bridges have had to be made one way and only one of the remaining two is adequate for the volume of traffic.
- Anything which makes access to the town centre more difficult will affect the viability of town centre businesses and has to be resisted.
- Relevant policies of the Neighbourhood Plan are set out below. These were developed for Biggleswade noting the particular issues the town faces.
- The Biggleswade Neighbourhood Plan, already Supplementary Planning Guidance, gives guidance on aspects of parking and cycle storage, as follows:

BTC1 Development in the Town Centre

- To ensure the efficient use of land, parking provision with redevelopment schemes should be accommodated within the building footprint of the scheme or through multi-storey provision, where possible and where the scheme complements the character of the area, meeting the requirements of BPD1 and BH1.

BTM1 Sustainable Transport

- Development must provide safe and convenient links for pedestrians, with differing levels of mobility, and cyclists, meeting the requirements of BPD1 (4 & 5)
- Where development requires parking, it should include a mix of provision so that streets and spaces are not dominated by parking.
- Parking provision should be within the curtilage of the housing it serves, rather than being provided remotely.
- Development must include conveniently located, secure, covered storage for cycles and scooters, including for all new housing.
- Electric vehicle charging points must be provided as part of new parking provision within development.

BRD1 Residential Development

- All new residential development must have access to external green amenity space in the form of private gardens or shared private space or public space in close proximity to the scheme or, where this is not possible and where practical, balconies of sufficient size to accommodate planting.
- The layout of new housing estates should have front courts or gardens to separate the highway, in the interests of residential amenity and safety.
- All new dwellings must have screened storage space for bins and recycling.
- All new dwellings must include secure, covered cycle and scooter storage, as required by Policy BTM1.

BEM1 Employment

- General industrial and distribution uses will be supported in principle in appropriate locations, consistent with Policy EMP3 of the Local Plan, subject to:

there being adequate supporting parking, amenities and other facilities for drivers of commercial vehicles.

Members **APPROVED** the proposals put forward by Cllr M Russell as a response to the parking standards document submitted by Central Bedfordshire Council.

10. PLANNING APPLICATIONS

a. CB/22/04564/FULL - 45 High Street, Biggleswade, SG18 0JF

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

b. **CB/22/04618/ADV - Unit 2- 5 Stratton Business Park, Gold Road, Biggleswade, SG18 8UZ**

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

c. **CB/22/03121/VOC - Unit E, A1 Retail Park, London Road, Biggleswade, SG18 8NE**

It was **RESOLVED** that the Town Council **STRONGLY OBJECTS** to the variation of condition for Unit E. The original condition was put in place to protect the town centre and should stand.

d. **CB/22/04217/OUT - Cattery, Home Farmhouse, Dunton Lane, Biggleswade, SG18 8QU**

It was **RESOLVED** that the Town Council **OBJECTS** to this planning application on the following grounds:

- It will have an impact on the Green Wheel and the crossing of Dunton Lane
- Entrance and exit to the site is on a blind corner and close to a roundabout
- The concerns raised by the ecology and biodiversity officer
- It will add to the congestion in accessing the A1 motorway

e. **CB/22/04252/FULL - Land at Springfield Bungalow and Stratton Farm Cottages London Road, Land at bridleway 58 to the south of Dunton Lane and Land to the south of Stratton Business Park Gold Road Biggleswade SG18 8UZ**

It was **RESOLVED** that the Town Council **OBJECTS** to this planning application on the grounds of traffic congestion accessing the A1 roundabout but note that if Officers are minded to pass this application, then Biggleswade Town Council would like to see Section 106 money related specifically to speeding on Stratton Business Park, access to the A1, and in terms of sustainable transport to and from the Town Centre in terms of buses.

f. **CB/22/04017/FULL - Land South of Lodge Farm Poultry Unit Eyeworth Lodge Farm SG7 5JL**

It was **AGREED** that the Town Council supports the principle of a wind turbine, but it has no further comments as the area is outside of the Town Council's parish.

g. **CB/22/01520/FULL - 46 Shortmead Street, Biggleswade, SG18 0AP**

It was **RESOLVED** that the Town Council **STRONGLY OBJECT** on the grounds of overdevelopment, not meeting Central Bedfordshire Council minimum size standards and the lack of parking, which come within the Biggleswade Town Council Neighbourhood Plan extant requirements.

h. **CB/TRE/22/00615 - 19 Ivel Gardens, Biggleswade, SG18 0AN**

This item was not discussed.

i. **CB/22/04424/FULL - 12 Saturn Way, Biggleswade, SG18 8FF**

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

j. **CB/22/04410/FULL - 29 Lilac Grove, Biggleswade, SG18 8TP**

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

k. **CB/22/04681/FULL - 43 Beech Avenue, Biggleswade, SG18 0EG**

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

l. **CB/22/04682/FULL - Elmside, Potton Road, Biggleswade, SG18 0EJ**

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

11. **PLANNING APPLICATION OUTCOMES**

This report was **NOTED**.

12. **ACCOUNTS**

a. **Financial Administration**

The November 2022 accounts were not available for this agenda.

13. **ITEMS FOR INFORMATION**

a. **Tree Felling in Biggleswade Town Square**

The Head of Governance & Strategic Partnerships briefed Members on which trees would be felled in the Town Square.

The Town Council **RESOLVED** for Officers to write to Central Bedfordshire Council to support the removal of the four trees in January but to request that they are not replaced immediately, pending further discussion about the future layout of the market square.

b. **CCTV Update**

Providing an update with regards to the CCTV cameras, the Place Shaping Manager noted that a mobile camera unit has now been installed at the Drove Road Chapel. Suppliers were confident that the subcontractors have received most of the equipment.

The Head of Governance & Strategic Partnerships indicated that a working group meeting would be held Thursday 15th December with regards to the item.

Members **NOTED** the report and asked for an update following the Working Group meeting.

c. **Defibrillator Report Update**

Members **NOTED** the report and indicated the possibility of the defibrillator being placed inside the changing rooms of the Stratton Way Recreation Ground with a coded lock on the external door for ease of access.

d. **Orchard Community Centre Update Report**

The update was **NOTED**. It was **AGREED** that this item should be included on the next Finance and General Purposes Agenda.

e. **Station Rd/Saffron Rd/Palace St. Biggleswade Closure Update**

Members **NOTED** the update; however, it was **RESOLVED** for Officers to continue to follow up with Central Bedfordshire Council on exactly how the closures would work, which areas would be affected and what provisions would be provided to counter the effects.

14. **PUBLIC OPEN SESSION**

No member of the public wished to speak.

15. **EXEMPT**

a. **Land North of Biggleswade**

Members discussed the item regarding land north of Biggleswade and **AGREED** to defer the matter for further discussion to the next Town Council meeting on 10th January 2023.

The Mayor closed the meeting at **9.00pm**

Implications of Recommendations

Corporate Strategy: Good Governance - ensure that the Town Council continues to operate within legislation, regulation, ethical guidelines and best practice.

Finance: Not applicable.

Equality: Not applicable.

Environment: Not applicable.

Community Safety: Not applicable.

Conditions of eligibility

The General Power of Competence (GPC) came into force on the 28th March 2012 under SI.961 of The Localism Act 2011 (Consequential Amendments) Order 2012. The Government's intention behind the legislation was to provide eligible councils the power to take on an enhanced role and to allow them to do things that previously they were unable to do.

The GPC gives local authorities, including eligible local councils, "the power to do anything that individuals generally may do" as long as they do not break other laws. The council needs to ask itself if an individual is allowed to do it. If 'yes' then the council is, normally, permitted to act in the same way. A council has to be eligible to use the GPC.

How to become eligible to use the power of general competence

Resolution

The council must resolve at a meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk. The resolution can be passed at any meeting of the council, but a further resolution must be passed at every subsequent "relevant annual meeting" for the council to be able to continue to exercise the power. A "relevant annual meeting" is the annual meeting that takes place in a year of ordinary elections, once every four years.

Electoral Mandate

At the time the resolution is passed, at least two thirds of the members of the council must hold office as a result of being declared elected. This means they should have stood for election, whether at an ordinary or by election, even if unopposed, rather than co-opted or appointed.

Qualified clerk

At the time the resolution is passed the clerk must hold the certificate in local Council Administration, the Certificate of Higher Education in Local Policy, the Certificate of Higher Education in Local Council Administration or the first level of the foundation degree in Community Engagement and Governance (or successor qualifications) awarded by the University of Gloucestershire.

The clerk must also have completed training in the exercise of this power as part of one of these qualifications or as separate exercise.

Recommendation:

That Members resolve that the Town Council meets the specified eligibility criteria. A subsequent resolution will be required at the next Annual Meeting.

Peter Tarrant
Clerk & Chief Executive



Our ref: BIG Sub/Consult
Date: 03 January 2023

Dear Consultee

Highways Act 1980 - S.119 - proposed Diversion of Parts of Biggleswade Footpath No. 24. Site of the New Electricity Substation on Dunton Lane (CB/21/05161/FULL) and the resolution of a walked route anomaly between the junction with Public Footpath No. 37 and Hollyhock Lane.

Central Bedfordshire Council is consulting you on the following proposals

- Divert a section of Biggleswade Public Footpath No.24 that dissects the site of the new Electricity Substation on Dunton Lane (planning application No. CB/21/05161/FULL).
- Resolve a walked route anomaly between the junction of Biggleswade Public Footpath No. 24 and Biggleswade Public Footpath No. 37 west of the substation to the junction with Hollyhock Lane.

An application has been received to divert part of Biggleswade Footpath No.24 as part of planning application No. CB/21/05161/FULL, to build a large new Electricity substation at Dunton Lane.

There is also an anomaly to the West of the substation, there is an existing track across the fields well worn by walkers between the Junction with FP No. 37 and Hollyhock Lane. However the official legal line of the footpath is slightly to the south of this. The Council, therefore, wishes to address this anomaly by diverting the legal line of the path along the walked route. The diversion of part of Biggleswade No. 24 to address both of the above is shown on the enclosed plan between points A-E-F-D.

I would be grateful if you could please review the enclosed plans and provide me with any comments you have by **Wednesday 11th January 2023**. If you have any queries, please do not hesitate to contact me directly.

Please reply to: Email clare.wild@centralbedfordshire.gov.uk (preferred option), or by post, Clare Wild, Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, Beds. SG17 5TQ

Regards,

Clare Wild

Definitive Map Officer

Direct telephone no.0300 300 5122

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 2023

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 2148 4415 (map point A) to OS GR TL 2170 4414 (map point D).

This temporary closure is required to enable construction works to take place. The closure is expected to take place from 7 January 2023 to 6 July 2023.

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

From Ordnance Survey Grid reference (OS GR) TL 2170 4414 (map point D) head in a southerly direction to OS GR TL 2174 4397 (map point C), then head westerly to OS GR TL 2150 4395 (map point B), then head in a northerly direction back to OS GR TL 2148 4415 (map point A) as shown on the map.

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 7 January 2023 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 23 December 2022
Central Bedfordshire Council
Priory House
Chicksands
Shefford SG17 5TQ

Jill Dickinson
Deputy Director
Place & Communities

ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)

CENTRAL BEDFORDSHIRE COUNCIL

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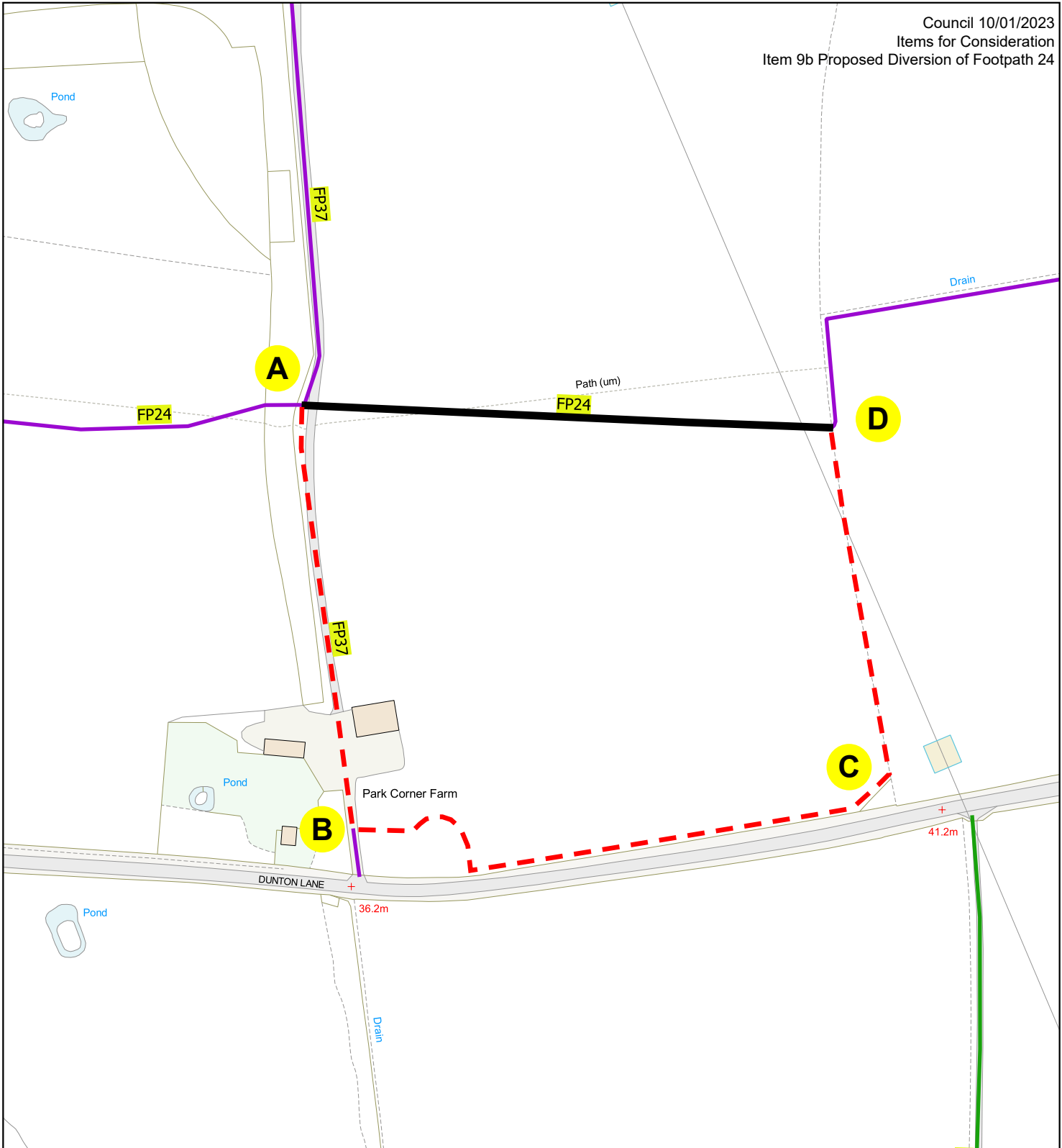
For further information please contact Chris Dorow, Tel: 0300 300 6906,

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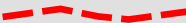


DATED 6 January 2023

Central Bedfordshire Council
Priory House
Chicksands
Shefford SG17 5TQ

Jill Dickinson
Deputy Director
Place & Communities



Temporary Closure of part of Biggleswade Footpath No 24

- Path to be temporarily closed A - D 
- Alternative Route A - B - C - D 
- Unaffected Footpath 
- Unaffected Bridleway 

Date : July 2022

Scale : 1 : 2500 @ A4

CW 13/06/22

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BIGGLESWADE TOWN COUNCIL

The Old Court House
4 Saffron Road • Biggleswade • Beds • SG18 8DL
Tel: 01767 313134 • Fax: 01767 601188
Email: enquiries@biggleswadetowncouncil.gov.uk

11th January 2023

Central Bedfordshire Council
Planning Applications Team

For the attention of Mr. Nikolas Smith, Planning Officer

Dear Mr. Smith,

Planning Application Reference: 19/04301/OUT

I am writing as instructed by Council at its meeting on 10th January 2023.

Council resolved to **strongly object** to the latest iteration of the application above for Land North of Biggleswade. The Town Council has historically objected to development north of the town and has consistently objected to this particular application, given its shortcomings. The Council's continued opposition to it is listed chronologically in the attached appendix.

The report by our transport consultant (Alan Bailes Consultancy Ltd.) is attached and should be considered alongside any relevant points from the previous report from the Town Council's consultants. It sets out the reasons for the Council's continued objections on highways grounds, quoting relevant planning law. The predominant points are:

1. Inadequate vehicle access along Furzenhall Road, with 674 dwellings reliant on a single access road, with a blind corner. On-street parking is removed from existing properties which have limited off-street options.
2. Inadequate access along Potton Road, mis-modelled by the applicant, and yellow lines and raised tables along much of the road, again removing vital on-street parking for residents.
3. Increased queue lengths of up to 34 cars at the Shortmead Street / Sun Street mini-roundabout with no mitigating measures proposed.
4. Increased queue lengths at the Drove Road / London Road junction, with the Eagle Farm Road arm (the access route to a school) omitted from the modelling, and only unrealistic "*peak-spreading*" along Baden Powell Way proposed as a mitigating measure.
5. Increased queue lengths at the A1 / Hill Lane roundabout which is already severely over capacity, with no mitigating measures proposed.

To minimise perceived impact, the applicant relies on video recordings of queue lengths from September 2018. In the four-and-a-half years since, Biggleswade has built over 700 new dwellings, including over 200 on the adjacent Land North site. At best these videos are now out of date.

/continued

It is also noted how certain queues are shorter than those in the original Transport Assessment, particularly for junctions which were previously over capacity – this is odd as this latest version purportedly allows for dwellings which were previously omitted from the model.

The transport consultant's Technical Note also raises concerns over site sustainability (NPPF 110), namely that:

6. Measurements to key facilities are taken from the entrance to the site rather than from the centre. If taken from the centre of the site, the town centre is not within the "*preferred maximum walking distance*", and schools are beyond what is considered "*acceptable*". Hence an increased propensity to drive.
7. The combination of the infrequency of bus services (less than once every 12 minutes) and distance from even the entrance to the site (in excess of 300m) indicates that bus stops are outside the "*preferred maximum walking distance*" for all dwellings. Hence further increased propensity to drive.
8. The DfT's Cycle Infrastructure Design – Local Transport Note 1/20 indicates the need for the bridleway and cycle route at the entrance to the site to be replaced with a minimum 2m footway and a 3m two-way cycle track. When allowing for the 6.5m width required for a collector street, this means an entrance to the site with a minimum width of 11.5m, not the 8.5m shown in Appendix D of the applicant's transport assessment.

The applicant's Framework Travel Plan does very little to relieve the issues around sustainability, suggesting impractical measures such as employing a "*Travel Plan Coordinator*" to "*implement a travel plan across the development*" with various responsibilities including "*ensuring travel information is made available to residents*", "*producing personalised travel planning*" and completing "*monitoring reports for Central Bedfordshire Council*". It is not clear what this would achieve and it is unlikely to happen.

There is no mention of the genuine obstacles which discourage walking and cycling such as the dangerous Potton Road bridge, the key access route to the Town Centre where both footways are less than a metre wide, or the alternate route of Lawrence Road, with narrow footways and housing with no off-street parking.

The Town Council understands that there were two intermediate transport assessments for which there were no public consultations. It would seem that one of these, now on the planning portal as 'TA01 Appendices Vol.2 (Part 4 of 4) – 23.12.19', proposes a traffic management plan with a 20mph limit on Furzenhall Road and multiple traffic calming on Furzenhall Road and Potton Road. It may be that this proposal is taken to Development Management Committee even though it is not part of the current consultation. This would be highly unusual. We note that the proposed 20mph limit seems to be suggested simply to remove the need to adhere to LTN 1/20 rather than address current or possible problems on Furzenhall Road. (See comments below on the bridleway.)

It is assumed that these suggestions would have to go to Traffic Management Committee so there would be a relevant planning condition should the application be taken forward. It is likely that the Town Council would object were TMC to then consult on the proposals. It is doubtful whether a scheme could be produced without considerable detriment to existing Furzenhall estate residents and users of Potton Road.

/continued

Bridleway 10 (Route 12 of the Sustrans National Cycle Network) is a well-used public right of way which gives access locally to Biggleswade Common and the RSPB Reserve in Sandy. There would be a heavy, unacceptable impact on the bridleway:

9. Local Plan Policy T2 (3) requires that proposed development “*retains or enhances existing footpaths, bridleways and cycleway links*”. However, the application proposes that Bridleway 10 run along a new collector street, with over 500 vehicle movements per day.
10. Local Plan Policy EE12 requires developments which impact rights of way to submit a “*Rights of Way Scheme*” to demonstrate how the application will “*protect, promote and enhance the public rights of way network*”. There is no such scheme on the planning portal.
11. Even if a “*Rights of Way Scheme*” does exist, the application does not “*protect, promote or enhance*” Bridleway 10 as per Local Plan Policy EE12 as the bridleway is made narrower and its entirely-rural setting is removed.

The Town Council is further concerned by the impact the development would have on the archaeology of an important historical area of the town:

12. The area for development is rich in archaeological remains covering many periods – Middle to Late Iron Age, Early Roman, Medieval and post-Medieval. This in itself is significant but the significance is increased because of the proximity to Biggleswade Common, which is the largest surviving common in Bedfordshire and has remained largely undisturbed since medieval times.
13. The area has been officially recognised by English Heritage (An Archaeology of Town Commons in England, 2009) as a rare multi-layered historical survival and **part of a wider local landscape** abounding in sites of archaeological importance. The publication lists towns with the most promising evidence of archaeological survival with a star system. Biggleswade is one of only eight to have been given four stars – others include York and Lincoln.
14. Part of a Roman road runs across the site – a ‘dog-leg’ off of Ermine Street between Braughing and Godmanchester. The course of the road can be traced from Stratton at the southern end of the town through the site to Stratford (Sandy).
15. In January 2021, Historic England scheduled three further monuments in proximity to the site and has indicated that there may be further scheduling.

As per Local Plan Policy HE1, no development should take place which would cause substantial harm to this significant archaeology, important not just to Biggleswade but nationally.

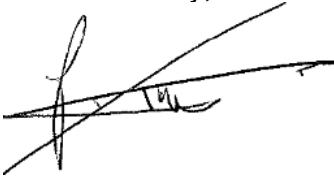
It is now three years since this application was submitted which indicates the difficulties it has faced and that it is not viable.

It has been repeatedly demonstrated how the application falls short of Central Bedfordshire’s own development standards, breaching both Local Plan policies and those in the NPPF. Time and again, the applicant has failed to do even the minimum to mitigate the harm that the development would do to the highway network, public rights of way and to important archaeology. This is reflected in the groundswell of public opposition – **1515 objections and 3 petitions**, clearly demonstrating the strength of feeling.

/continued

The Town Council remains **strongly opposed** to this planning application for the reasons set out above.

Yours sincerely,



Peter Tarrant
Town Clerk & Chief Executive

c.c. Mr. Jethro Punter, CBC Highways Development Management Team Leader
Mr. Kevin Archard, CBC Principal Highways Officer, Development Management

Enc. Alan Bailes Consultancy Ltd.
Review of Transport Assessment, Land North of Biggleswade

Appendix - Chronology of Discussions and Objections by Biggleswade Town Council

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Appendix – Chronology of Discussions and Objections by Biggleswade Town Council

14th January 2020

Council unanimously resolved to strongly object to the application on the grounds that it did not comply with the National Planning Policy Framework, particularly on transport issues. The Council had engaged an independent transport consultant to undertake a full technical audit of the Transport Assessment and Framework Travel Plan.

1. The Applicant had failed to demonstrate that –
 - a. the location of the proposed development is sustainable.
 - b. a safe and suitable means of access to the site can be achieved for all users.
 - c. the development will not have an unacceptable impact on highway safety, most notably at a junction which is also the access point for a school.
 - d. the development will not have an unacceptable impact on the operation of the highways network.
 - e. the development will conserve and enhance the natural environment.
 - f. the development will achieve a well-designed place.
2. The use of the 2011 Census was outdated, and the methods used, and calculations made to underpin the Transport Assessment's conclusions were incomplete, inaccurate, out of date and deliberately misleading.
3. The Town Council had written to Richard Fuller MP, to provide background information, together with Sandy Town Council, who would also be affected by the proposed development.

12th May 2020

Councillors were invited to consider a response to an approach from the representatives of Hallam Land Management for a virtual meeting about the Development Brief for Land North of Biggleswade. The Town Council resolved to invite Hallam Land to a future Town Council meeting to explore its proposals.

The Town Council sent the completed technical audit on the applicant's transport assessment to CBC Highways and sent it additionally to Hallam Land Management. The Transport Consultant agreed to meet with Central Bedfordshire Council Officers to discuss the matter.

23rd June 2020

In conjunction with the transport consultant, the Town Council drafted a response to the Hallam Land Management Development Brief on 23rd June 2020. The Development Brief set formal parameters for the level of detail required for a future planning application.

After further consultation with the Transport Consultant, the Town Council provided CBC with a formal objection to the Hallam Land Management Development Brief and copied Hallam Land Management for their records. Grounds for the objection included the fact that there were issues in the Development Brief that should be rebutted, especially over access for vehicles and pedestrians, rights of way, what would happen to Lindsell's Crossing and Hallam's dependency on the 1500 homes application on Land East of Biggleswade.

/continued

19/02827/PAPC- 8th September 2020

Hallam Land Management's Development Brief relating to a residential scheme of around 400 dwellings at Land North of Biggleswade, with access taken from Furzenhall Road.

The Council strongly objected to this application for the reasons which were set out in previous correspondence. It was resolved to send a letter covering this objection and the previous letter which had been sent to the named planning officer and to the general planning address. The letter was also sent to Members of the CBC Development Management Committee for information. The Town Council made representations at the meeting of the Development Management Committee.

8th December 2020

Hallam Land Management responded to the Town Council's technical audit and submitted supplementary information to their transport assessment. CBC Officers had responded to the transport assessment and requested additional information from Hallam Land Management.

Town Council resolved to write reiterating past concerns and those raised by the new information available.

24th August 2021

The Town Council sent a detailed letter in response to this application to the CBC Planning Officer, Nikolas Smith, with strong objections on the following points:

1. Inadequate access to the site
2. Severe highways impact at Sun Street/Shortmead Street junction
3. Severe highways impact at Drove Road/London Road junction
4. Exaggeration of site sustainability
5. Reduction in Public Rights of Way
6. Disruption to irreplaceable archaeology.

21st September 2021

Council resolved to write to Central Bedfordshire Council with the Town Council response to the Land North of Biggleswade planning application and to request that Biggleswade Town Council's response, Sandy Town Council's response and the results of Biggleswade Town Council's technical audit be uploaded as a matter of urgency to the CBC planning portal. Central Bedfordshire Council eventually actioned this request.

1st December 2022

A new Transport Assessment had been submitted by the applicant, Hallam Land Management. The Town Council resolved to appoint transport consultants to consider the assessment and provide a report for consideration by Council.

BTC January 2023

Alan Bailes Consultancy Ltd.

Technical Note No 1:

Land North of Biggleswade: Review of Transport Assessment Dated- August 2022

1. Introduction and Background

1.1 Introduction

The Alan Bailes Consultancy Ltd. (“ABC”) has been appointed by Biggleswade Town Council to provide transport and highways advice on the planning application for Land North of Biggleswade SG18 0HB.

A planning application (Reference: 19/04301/OUT) was submitted to Central Bedfordshire Council (CBC) Council on 24th December 2019 with proposals for:

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 playspace; new roads, car parking, cycleways and footways; associated infrastructure, including a sustainable drainage system; vehicular access to be secured from Furzenhall Road.

1.2 Purpose of Technical Note No. 1

As part of the statutory consultation process of the application CBC, in its role as the highway authority, provided a series of consultation responses to the initial Transport Assessment dated November 2019, requesting additional information. As a result of these concerns the applicant, via their Transport Consultants Transport Planning Associates (TPA), have provided additional evidence in the form of a new Transport Assessment document, dated August 2022.

The purpose of Technical Note No. 1 is to provide a review of the additional evidence supplied by TPA and ascertain whether the evidence provided overcomes and addresses the concerns initially raised by Biggleswade Town Council as outlined in the various document submitted to CBC, which can be found on the planning portal.

2. Relevant Transport Policy Framework

The applicant’s Transport Assessment states that within the National Planning Policy Framework (NPPF), in the context of decision making and assessing specific applications for development, the key paragraphs are:

Paragraph 110, which identifies that plans and decisions should take account of whether:

- *‘Appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, given the type of development and its location;*
- *Safe and suitable access to the Site can be achieved for all people; and*

- *Any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree.'*

Paragraph 111, which refers to the impacts on highways and states:

- *'Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.'*

NPPF is supported by the current Central Bedfordshire Local Plan 2015-2035, in particular:

- Policy T1: Mitigation of Transport Impacts on the Network; and
- Policy T2: Highway Safety and Design.

3. Appraisal of Additional Evidence

3.1 Introduction

This section of the Technical Note provides a comprehensive review of the additional information supplied by TPA, dated August 2022, and assesses the evidence provided to ascertain if it overcomes the previous concerns raised by Biggleswade Town Council regarding planning application 19/04301/OUT.

3.2 Inadequate Access along Furzenhall Road:

The access to the proposed residential development site is via Furzenhall Road, which will result in 674 dwellings being reliant upon a single access road, with a blind corner, and on-street parking. The applicant's Transport Assessment (section 10.17) shows around 250 extra vehicle movements along Furzenhall Road during both AM and PM peak times, this is an extra car every 15 seconds and an increase of 200% on Furzenhall Road's current traffic levels.

Section 3.0 of Central Bedfordshire Council's Highways Construction Standards states that any collector street serving more than 300 dwellings requires a minimum carriageway width of 6.5m, however Appendix C (page 22) makes clear that Furzenhall Road is only 5.98m wide.

The narrow single access road is contrary to **Local Plan Policy T2 item 2** as it *"impedes the free flow of traffic on the existing network and creates hazards to that traffic and other road users"*, and it fails to *"provide appropriate access and have regard to the Council's standards as set out in the Council's Design Guide and Highways Construction Standards"*.

As part of the mitigation proposals which introduce traffic calming measures onto Furzenhall Road, a Road Safety Audit (RSA) was undertaken (included as part of the original 2019 TA) which raised safety concern around the fact that forward visibility along Furzenhall Road is restricted by on-street parking. The proposed traffic calming, together with the proposed 20mph limit, will not address the specific issue identified in the RSA and remains contrary to **Local Policy T2 item 5**.

Section 7.9 of the TA states that *"The footway/cycle track continues along the eastern side of the access road and will continue into the northern parcel of the site"*, with drawing no. 1512-07 PL01 Rev D

indicating a 2m footway alongside the access road. From the drawing there appears to be an omission as to how cyclists access the site, given it is quoted as a “footway/cycle track”.

Current standards, as given in Central Bedfordshire’s “Public Rights of Way - Standards and Guidance for Development” (Page 7), indicate that a 2m footway is required for pedestrians and a desirable minimum for a two-way cycle track is 3m. Thus, a 5m footway/cycle track should be provided for, which is far short of the 2m shown on the plan and as such is **contrary to both NPPF and the Local Plan**.

This is reinforced by the Department for Transport’s “*Cycle Infrastructure Design - Local Transport Note 1/20*” (dated July 2020), which states that the desirable minimum for a two-way cycle facility will be 3m (4m for heavy flow). When a 2m footway is included, a 5m footway/cycle track is required.

There is also concern about a single access road through an existing estate for a development of this size. If the access were blocked for any reason, there would be no way in or out of the development for residents or emergency vehicles, thus putting residents at risk and thus contrary to **Local Plan Policy T2 item 2**.

3.3 Inadequate Access along Potton Road

The applicant, at section 5.126, models Potton Road under the assumption that it can be characterised as an “UAP4 type road”, of 6.1 m in width and a flow capacity of 750 vehicles per hour. This level of capacity is extremely generous given that the characteristics of Potton Road show the following concerns arising from:

- The location of two convenience stores within 100m of each other on Potton Road;
- Vehicles parked along the length of Potton Road, many of whom have a lack of off-street parking and have no alternative but to park on Potton Road;
- No laybys for buses at the Bus stops on Potton Road; and
- Observations of existing congestion.

Aside from the fact that the assumption of 750 vehicles using Potton Road is not backed by manually observed figures, Appendix F of the applicant’s Transport Assessment clearly shows that the road is only 5.65m in width, not the 6.1m assumed in the model.

This is problematic because the narrower the road, the harder it is for vehicles to pass each other, particularly when cars are parked along most of public highway, as is the case with Potton Road, thus the assumption which underpins the modelling does not reflect reality.

This becomes clearer when considering that the average width of a car in the UK is 1.82m (excluding wing mirrors). Given that cars are parked along the length of Potton Road (more than just the east arm of the road referred to in Appendix F), two vehicles passing by a parked car would require at least 3 x 2m plus a gap. Basic arithmetic makes clear that a road width of 5.65m is not enough hence the free-flowing assumptions of a UAP4 road are deeply flawed.

The applicant is proposing to widen a length of Potton Road for a distance of 21.6m east of Mountbatten Drive, but that doesn’t make up for the remainder of Potton Road to west of Mountbatten Drive which would still be too narrow for two vehicles to pass a parked car.

The applicant proposes to introduce raised tables or features on Potton Road with a textured surface to slow traffic to create a “more people friendly environment” (Design & Access Statement Section 5). These will further reduce highway capacity, while increasing noise and exhaust pollution as vehicles traverse these features. The impact of this reduction in capacity on roads that are already congested has not been modelled.

Potton Road is vital to the access to this site, however the two half pages in the Transport Assessment (pages 49 and 109) mischaracterise the road and understate the scale of the problem road-users face, with the result the modelling of Potton Road is misleading.

3.4 Increased Queue Lengths at Congested Junctions

The applicant is using a different method of measuring queue lengths with more focus on average queues rather than the maximum queues used in the original Transport Assessment (2019), presumably this has been agreed with Central Bedfordshire Council’s officers. However, it is noticeable that several queues are now much shorter in this Transport Assessment, and many flow-to-capacity ratios are now noticeably lower, leading to fewer mitigating measures at junctions which were previously considered over-capacity.

The applicant makes several references to the queue lengths manually observed on a single day in September 2018 and how the traffic models try to fit these. Whilst the applicant has stated that the Covid-19 pandemic has led to changes in working patterns hence potentially fewer car journeys on certain days, there is no mention of the fact that since Q3 2018 Biggleswade has built over 700 new homes, including over 200 homes on the adjacent Land North site.

This house building puts considerable upward pressure on the queue lengths observed four years ago, therefore at best the previously observed queue lengths are unreliable evidence for junctions operating within capacity, and at worst the queues would be even longer than in 2018.

There is particular issue with three junctions as modelled in the Transport Assessment, namely:

1. Junction 13 - Shortmead Street / Sun Street mini-roundabout.
2. Junction 3 - London Road / Drove Road.
3. Junction 18 - A1 / Hill Lane roundabout.

Taking each junction in turn.

Severe Highways Impact at Shortmead Street / Sun Street Mini-Roundabout (Junction 13)

Table 13.24 of the applicant’s Transport Assessment shows the junction operating well-above capacity during the evening peak period, with an increase in queue length on the Shortmead Street north arm from 16 cars to 34.

The applicant claims that since the junction is only well-above capacity for a single 15-minute period at the PM peak and that a queue of 34 cars wouldn’t reach the Hill Lane roundabout, therefore supposedly this amounts to an immaterial impact on the operation of the wider road network.

What the applicant chooses not to mention is that Table 3.26 shows that at almost every 15-minute interval during the AM and PM peaks, the junction will be above the 85% RFC that would usually require mitigation.

Seeking to downplay these severe queue lengths by relying on the videos captured on a single day in September 2018 (as sections 5.87-5.90 of the Transport Assessment do) is obviously not sufficient to prove that the junction can operate within capacity.

From conversations with the Town Council, queue lengths at the Shortmead Street/Sun Street junction tend to be longest on a Saturday, something that the models and video evidence do not account for. The Town Council has more recent video evidence of such queues on a Saturday, upwards of 50 cars along the south arm of the mini-roundabout junction.

It is evident that the information and evidence provided by the applicant proves that the development adds severely to an already congested junction, with no mitigations proposed.

Severe Highways Impact at Drove Road / London Road Junction (Junction 3)

There are concerns over the modelling of the Drove Road/London Road junction, whereby Table 13.5 of the applicant's Transport Assessment shows the junction operating slightly above capacity, with queues peaking at 7 cars on Drove Road when allowing for the development. This is very different to the applicant's original Transport Assessment which showed the junction operating well-above capacity, with queues peaking at 25 cars (Table 14.3 of the previous Transport Assessment). This becomes more peculiar as the original Transport Assessment failed to account for over 200 newly built properties on the adjacent Land North site, for these properties now to be included in the updated model but for the new queue lengths to be so much shorter, appears to defy logic.

The likely reason for this discrepancy is that it appears that the applicant has changed the model to alter southward bound journeys, rerouting them via Baden-Powell Way, which is leading to longer modelled queues on the London Road / Saxon Drive / Holme Court Avenue roundabout (Junction 6) which the applicant largely explains away by the future signalisation plans which may come forward as part of a development east of Biggleswade.

More specifically, the modelling of the junction fails to reflect the true local features of the junction which affect its operation and capacity. Firstly, section 5.43 of the Transport Assessment refers to the junction as a "roundabout" which casts doubt on the accuracy of any analysis, but then more importantly Eagle Farm Road (the only access road for Stratton School) joins Drove Road a matter of 10 metres to the north of "give way" line with London Road.

In addition, there are "Keep Clear" markings at the Drove Road/Eagle Farm Road junction which reduces dramatically the flare length of the London Road/Drove Road junction and hence capacity, as illustrated opposite. None of these attributes have been included in the modelling of the junction which would dramatically reduce the capacity. Appendix C of TA02 Addendum – Modelling Output indicates that the flare length back from the junction "give way" line is 2 PCUs, which if utilised blocks back to the Eagle Farm Road. There has been no allowance in the junction modelling of the "Keep Clear" at the Eagle Farm Road junction and at only 10 metres back (2 car lengths) this would block the junction.



Even if the modelling in this new Transport Assessment does accurately depict the junction, it still operates above the 85% RFC which would normally require mitigating measures. It is noted that unlike in the original Transport Assessment, no such measures are included other than suggesting that "peak-

spreading” would naturally occur with southward bound journeys going via Baden-Powell Way instead. This is unlikely to reflect reality as the Transport Assessment fails to mention that the junction is the main entrance point for Stratton Upper School, with the AM peak coinciding with the school rush hour, this makes any peak-spreading impossible if those vehicles need to travel via the school.

Finally, and even more importantly, Stratton Upper School has capacity for 1700 pupils and will likely become a secondary school from September 2024 which means children as young as 11 walking to school and crossing at this junction.

For the applicant to mis-characterise these queue lengths and to choose not to model the Eagle Farm Road arm and the traffic that that arm brings, is negligent of children’s safety, the consequences of which may well be considered “severe” as per **NPPF 111**.

Severe Highways Impact at A1 / Hill Lane Roundabout (Junction 18)

The applicant rightly recognises that the A1/Hill Lane roundabout is already operating well-above capacity and that it is a dangerous junction with three serious accidents in the last five years.

The applicant has modelled increases in queue lengths, however section 13.88 of the Transport Assessment describes these as “modest” and “not resulting in a severe impact to the junction operation”. Even if the residual impact is modest, it is still adding to a severe problem, to which no mitigating measures are proposed. Whilst the Grampian condition which is attached to Land East of Biggleswade might resolve the increased queue lengths at some point, there are no detailed proposals in the pipeline.

If the Land North of Biggleswade development is to be sustainable, then safe access to the A1 is paramount. This application offers nothing on the A1 access beyond a hypothetical future contribution to a scheme for which there are no plans, and which may not ever happen.

Summary

For all three junctions, it is considered that the proposed development would cause a “severe” impact (as per **NPPF 111**) to junctions which are already congested, one of which is the access point for a school.

Equally, the failure to provide any mitigating measures to reduce the impact on these three junctions is contrary to **Local Plan Policy T2 item 7**.

3.5 Exaggeration of Site Sustainability

The distances to key facilities, services and bus stops from the development site, as set out in Table 3.1 of the Transport Assessment are misleading as the distances measured are from the entrance to the site, however it is best practice to take measurements from the centre of developments to obtain a more realistic reflection of potential walking and cycling distances, anything else exaggerates the sustainability of the development site.

Measuring from the centre of the site, a further 250 metres need to be added to the distances set out in Table 3.1 of the Transport Assessment. When making this adjustment, section 3.21 stating that the “majority of services and facilities being within a preferred maximum walking” distance is not correct.

This is further demonstrated by Table 3.2 of the Chartered Institute of Highways and Transportation’s (CIHT) “Providing for Journeys on Foot”, replicated below in **Table 1**, which states that the “Preferred

Maximum” walking distance for town centres is 800 metres. The applicant seems to have missed the *“Town Centre”* column from their Table 3.2 in the Transport Assessment, again shown in **Table 1**. Clearly the Town Centre is more that 800m away, hence journeys are more likely to be by car.

Table 1 – Walking Distances Comparison

<p>Table 3.2: Suggested Acceptable Walking Distance.</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th></th> <th>Town centres (m)</th> <th>Commuting/School Sight-seeing (m)</th> <th>Elsewhere (m)</th> </tr> </thead> <tbody> <tr> <td>Desirable</td> <td>200</td> <td>500</td> <td>400</td> </tr> <tr> <td>Acceptable</td> <td>400</td> <td>1000</td> <td>800</td> </tr> <tr> <td>Preferred maximum</td> <td>800</td> <td>2000</td> <td>1200</td> </tr> </tbody> </table>		Town centres (m)	Commuting/School Sight-seeing (m)	Elsewhere (m)	Desirable	200	500	400	Acceptable	400	1000	800	Preferred maximum	800	2000	1200	<p>Table 3.2 IHT acceptable walking distances</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">Walking distances (metres)</th> </tr> <tr> <th>Commuting / school</th> <th>Elsewhere</th> </tr> </thead> <tbody> <tr> <td>Desirable</td> <td>500</td> <td>400</td> </tr> <tr> <td>Acceptable</td> <td>1000</td> <td>800</td> </tr> <tr> <td>Preferred maximum</td> <td>2000</td> <td>1200</td> </tr> </tbody> </table>		Walking distances (metres)		Commuting / school	Elsewhere	Desirable	500	400	Acceptable	1000	800	Preferred maximum	2000	1200
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CIHT’s “Providing for Journeys on Foot”	Applicant’s Transport Assessment																														

Furthermore, the CIHT regard, in their report *“Buses in Urban Environments”*, that the planning of development sites should consider the walking distance to bus stops. CIHT recommended that where the interval between services is greater than 12 minutes, the *“maximum walking distance”* to a bus stop should be 300m.

Given that the nearest bus stop is between 400m (nearest dwelling) and 1km (furthest dwelling) walking distance, which is way beyond the recommended maximum walking distance to a bus stop for residents, then the propensity for residents to use the car will increase.

Finally, section 8.4 of the Transport Assessment explains that Footpath 13 will be used to access Edward Peake Middle School. Footpath 13 is not light and is not tarmacked and therefore unsafe for children to walk to school.

Local Planning Policy T1 on the Mitigation of Transport Impacts on the Network requires that *“Transport Assessments and Travel Plans must demonstrate how the development can be served by public transport services and the frequency of the service.”* This is clearly not the case in respect of this site, as the applicant has not demonstrated how the proposal will seek to secure a reliable bus service to reduce the need to travel and secure a modal shift towards sustainable forms of transport. The applicant exaggerates any compliance with **Local Planning Policy T1** and **NPPF Paragraph 110**.

3.6 Further Concerns

In section 8 of the Transport Assessment the applicant provides detailed comments about how a child living on the Land North of Biggleswade site would be able to walk from the site to either Edward Peake School or Stratton School. It is disturbing that there is no mention of Edward Peake School in the applicant’s analysis of the Drove Road/Potton Road junction (section 13.6) nor any mention of Stratton School in the analysis of the Drove Road/London Road junction (section 13.13). Both junctions see hundreds of pedestrian movements per day, the vast majority of which are made by school children.

The fact that both junctions experience capacity of over 85% and the applicants provide no mitigating measures, despite the proximity to the schools, risks children’s safety, with potential *“severe”* impacts as per **NPPF 111**.

Indeed, in sections 5.40 and 5.43 respectively, the applicant refers to each junction as a *“roundabout”* which is factually untrue and raises yet further questions about the integrity of the applicant’s research, analysis, and modelling.

There are yet further concerns about the applicant's work in addition to those junctions already mentioned, there are more which will be subject to lengthy queues and RFC ratios above 85%, both of which the applicant is clearly dependent on Land East of Biggleswade to resolve:

- Saxon Drive / Dunton Lane / Foxglove Drive – well above capacity (RFC > 1 according to table 13.11), with no mitigating measures proposed; and
- London Road / Saxon Drive / Holme Court Avenue – above capacity but totally dependent on Land East's signalisation mitigations (section 13.36).

4. Conclusions

As a result of the evidence presented above it can be concluded that the transport documents submitted by the applicant in support of the planning application (Reference: 19/04301/OUT) falls significantly short of the requirements to support the proposals and as such are contrary to both the Central Bedfordshire Local Plan policies T1 and T2, and the National Planning Policy Framework (paragraphs 110 and 111).

Furthermore, in the three years since its initial submission, it has been repeatedly demonstrated how this application is unable to comply with national and local policies, failing to mitigate the harm to the highway network, with severe repercussions for residents.

As a consequence, the planning application reference 19/04301/OUT for up to 416 dwellings at the Land North of Biggleswade site should be refused.

Issued by

Alan Bailes - 05/12/22

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Chartered Transport Planning Professional

Approved by

Alan Bailes

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OUTCOME OF CBC DETERMINED PLANNING					
Address	Application No.	Committee date	BTC Decision	Description	Central Beds Outcome/DATE
2019					
Biggleswade, Land North of	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 playspace; new roads, car parking, cycleways and footways; associated infrastructure; including a sustainable drainage system; vehicular access to be secured from Furzenhall Road.	Awaiting Decision
Biggleswade, Land North of	19/02827/PAPC	08/09/2020	Strongly Object - For reasons set out in previous corresp 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 details as at 05/10/2022. PAPC applications are Private enquiries submitted before Planning Applications and only available to the Applicant/Agent that submitted them
Biggleswade, Land North of	19/04301/OUT	24/08/2021	Separate correspondence for this application has been sent to the Planning Officer, Nikolas Smith, as agreed with Council. Strongly Object - Due to: 1) Inadequate access to the site. 2) Severe Highways impact at Sun Street/Shortmead Street junction. 3) Severe Highways impact at Drove Road/London Road junction. 4) Exaggeration of site sustainability. 5) Reduction in Public Rights of Way. 6) Disruption to irreplaceable Archaeology.	Outline Application: planning permission with all matters reserved except 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.	Awaiting Decision
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

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
Biggleswade Road, Land East of	20/00959/OUT	13/10/2020	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 (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
2021					
Shortmead Street, 130	21/02886/FULL	21/09/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations. Also, 1) Clarification of the extent of F1(a) use is required; 2) To limit education use of the premises to current use; 3) There are concerns about the limited parking.	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.	Awaiting Decision

2022

A1 Retail Park, Unit E, London Road	22/03121/VOC	13/12/2022	It was RESOLVED that the Town Council STRONGLY OBJECTS to the variation of condition for Unit E. The original condition was put in place to protect the town centre and should stand.	Variation of Condition 20 of planning permission CB/14/01181/VOC (Variation of Condition 20 of planning application No. CB/14/01109/VOC dated 11/06/2014 to allow up to 5% of the ground floor area of any one single unit only to be used for the sale of food and to allow a pharmacy to operate from part of the unit. Wording of the condition to be amended to:" The development hereby approved for the units referred to as A, B, D, E, F,G, H, J, K, L, M, N, P, Homebase, 1 & 2 as shown on plan no. 8659 P02 Revision W shall be used for A1 (retail) but shall not be used for the sale of food, as a post office, for the sale of tickets, as a travel agency, for hairdressing, for the direction of funerals, for the reception of goods to be washed, cleaned or repaired, as an internet café where the primary purpose of the premises is to provide facilities for enabling members of the public to access the internet or as a pharmacy, except for Unit B, which can be in part used as a pharmacy and can sell food in up to 5% of its total ground floor area") - The variation is to increase the range of permitted goods that can be sold from the premises to facilitate reoccupation of the floorspace by incoming tenant, Poundland. Previously on Council Agenda 22/03121/VOC on Council Agenda 23/08/2022. Outcome as Town Council STRONGLY OBJECTS to the variation of condition for Unit B. The original condition was put in place to protect the town centre and should stand.	
Beech Avenue, 43	22/04681/FULL	13/12/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that the neighbours are consulted and that any comments they may make are considered by Central Bedfordshire Council in their deliberations.	Side/infill extension and garage conversion.	
Biggleswade, Land North of	19/04301/OUT	22/11/2022	Town Council Strongly Objects and called to move the item to EXEMPT agenda.		Report from Transport Consultants to be submitted to Council for discussion before sending to CBC.

Cattery Home Farm House, Dunton Lane	22/04217/OUT	13/12/2022	It was RESOLVED that the Town Council OBJECTS to this planning applications on the grounds that it will have an impact on the Green Wheel and the crossing of Dunton Lane; Entrance and exit to the site is on a blind corner and close to a roundabout; The concerns raised by the ecology and biodiversity officer and It will add to the congestion in accessing the A1 motorway.	Outline Application: Nine new build residential dwelling houses, following the demolition of the existing dwelling house and outbuildings.	
Church Street, 57	CB/21/04315/FULL	22/11/2022		Previously on Council Agenda	No views received ahead of deadline to formulate a response to CBC as extension was not granted.
Drove Road, 68	22/04157/FULL	22/11/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that the neighbours are consulted and that any comments they may make are considered by Central Bedfordshire Council in their deliberations.	22/03121/VOC on Council Agenda 23/08/2022. Outcome as Town Council STRONGLY OBJECTS to the variation of condition for Unit B. The original condition was put in place to protect the town centre and should stand.	Awaiting Decision
Elmside, Potton Road	22/04682/FULL	13/12/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that the neighbours are consulted and that any comments they may make are considered by Central Bedfordshire Council in their deliberations.	Single storey rear extension.	
Fairfield Road, Fairfield Cottage	22/03414/FULL	25/10/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	New garage and store to replace a range of existing outbuildings and garages.	Awaiting Decision. A further time extension has been agreed to the 22nd December 2022 as the applicants are intending to provide some additional information. (As per Planning Officer Nicola Stevens)
High Street, 19A	22/03012/FULL	23/08/2022	<p>Town Council OBJECTS to the planning application for extraction system on the following grounds:</p> <ul style="list-style-type: none"> •Visual impact within the conservation area. •Nearest Noise Sensitive Receptor (residential property) - only 3 metres from the outlet of the flue and the flue passes immediately beside the property. •The business will be operating 11-11 Monday-Sunday 7 days a week which is highly intrusive for adjacent residents. •Noise level forecasts provided are for a new extraction system. Noise typically increases rapidly with age and this has not been considered. •Requests that CBC enforce the parking restrictions on the High Street from 11am to 11pm 7 days a week as per operating hours of the business. •That this is called into Development Management Committee. <p>It was RESOLVED to write to CBC that the Town Council believes the application is misleading as the applicant are likely to be operating mostly as a takeaway, and therefore the operator needs to apply for and obtain a change of use to Sui Generis before they commence trading.</p> <p>Should the applicant open business without obtaining a</p>	<p>Extraction system for pizza restaurant (Class E) in building, formerly a shop (Class E).</p>  <p>The image is a promotional flyer for Caprinos Pizza Franchising. It features a green background with a photo of a pizza shop at the top. The text includes: 'FRANCHISING', 'JOB VACANCIES', 'CAPRINOS PIZZA FRANCHISING', 'Caprinos Pizza Ltd is a young successful UK pizza delivery chain with a rapid, profitable growth in the market. We are now looking for experienced, hard working people to join our team across all our territories.', 'We have now opened doors for our best service and quality food. Caprinos offers Italian American cuisine and menu items are suitable for adults, children, and to share with family and friends. Our simple but successful business model is easy to operate.', 'CAPRINOS MISSION STATEMENT', 'Caprinos Pizza is committed to providing an outstanding, friendly/delivery experience to our customers. It is our goal to exceed our customers' expectations for quality and service while paying close attention to our customer's and local needs.'</p>	Awaiting Decision

High Street, 19A	22/03012/FULL	08/11/2022	<p>It was RESOLVED that the Town Council STRONGLY OJECTS to the planning application for extraction system on the following grounds:</p> <ul style="list-style-type: none"> •Visual impact within the conservation area. •Nearest Noise Sensitive Receptor (residential property) - only 3 metres from the outlet of the flue and the flue passes immediately beside the property. •The business will be operating 11-11 Monday-Sunday 7 days a week which is highly intrusive for adjacent residents. •Noise level forecasts provided are for a new extraction system. Noise typically increases rapidly with age and this has not been considered. •Requests that CBC enforce the parking restrictions on the High Street from 11am to 11pm 7 days a week as per operating hours of the business. •That this is called into Development Management Committee. •The proposed change of use will lead to a considerable increase in vehicular traffic to the property. Delivery drivers to the rear would be forced to reverse onto Church Street which is a one-way road. This will pose a danger to highway and pavement users. •Lack of access to parking spaces at the rear and inability for parked vehicles to pass is likely to mean that vehicular traffic will park illegally on Church Street. •There is inconsistency in the applicant's paperwork. 	Change of use to pizza restaurant (Class E) and food delivery only (sui generis) with extraction system.	Link to separate letter
High Street, 45	22/04564/FULL	13/12/2022	<p>It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that the neighbours are consulted and that any comments they may make are considered by Central Bedfordshire Council in their deliberations.</p>	Installation of bird deterrent netting and bird points to side and rear of the bank with a steel mesh access gate.	Awaiting Decision

Hunt Road, 17	22/04364/FULL	22/11/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that the neighbours are consulted and that any comments they may make are considered by Central Bedfordshire Council in their deliberations.	17 Hunt Road, Biggleswade, SG18 8JZ - Single storey rear extension.	
Land at Bonds Lane and Foundry Lane	22/04159/VOC	22/11/2022	It was RESOLVED that the Town Council has NO OBJECTION to the variations to this planning application. However, the Town Council does OBJECT to the variation regarding changes to cycle storage due to new proposals being less accessible.	CB/18/02353/FULL on Council Agenda - Variation of condition numbers 11, 13, 16, 17 and 19 in respect of planning permission CB/18/02353/FULL (Demolition of existing vacant and derelict buildings and erection of 50 residential apartments with associated vehicular access, car and cycle parking, refuse storage and landscape). Variation sought to new plan numbers and substitute previously approved drawings for condition 19.	Awaiting Decision

Land to North of Lindsell's level crossing	22/02881/DOC	09/08/2022	It was RESOLVED that the Town Council STRONGLY OBJECTS to the discharge of Planning Condition 3 on the revised plan and demand that Network Rail are obliged to implement the landscaping as per the plan approved at Development Management Committee in order to mitigate the visual impact of the bridge.	Discharge of Condition 3 against planning permission CB/21/02168/FULL Construction of new ramped and stepped bridgeway bridge to facilitate the closure of Lindsell's level crossing; formation of new bridgeway to western side of railway and associated works. Details have been received to discharge condition(s) listed below to this planning permission. 3 No Development shall take place until a detailed planting and landscaping scheme, which seeks to mitigate satisfactorily the visual impact of the bridge on the landscape, as well as a landscape management plan (which includes consideration of the need for irrigation of the planting) and final design have been submitted to and approved in writing by the Local Planning Authority. The approved soft landscaping scheme shall be implemented in full by the end of the full planting season immediately following the completion and/or first use of the development (a full planting season means the period from October to March). The trees, shrubs and grass shall subsequently be maintained in accordance with the approved landscape maintenance scheme for a minimum period of 5 years and any which die or are destroyed during this period shall be replaced during the next planting season. Reason: To screen the development and reduce the impact the proposal would have on the character and appearance of the area (Section 12 and 15, NPPF).	
Land adjacent, Lawence Road,58	22/03556/FULL	27/09/2022	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Erection of a detached bungalow and associated works.	Awaiting Decision
Lilac Grove, 29	22/04410/FULL	13/12/2022	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 and new porch.	
London Road, Unit E, A1 Retail Park	22/03121/VOC	23/08/2022	Town Council STRONGLY OBJECTS to the variation of condition for Unit B. The original condition was put in place to protect the town centre and should stand.	Variation of Condition 20 of planning permission CB/14/01181/VOC (Variation of Condition 20 of planning application No. CB/14/01109/VOC dated 11/06/2014 to allow up to 5% of the ground floor area of any one single unit only to be used for the sale of food and to allow a pharmacy to operate from part of the unit. Wording of the condition to be amended to:" The development hereby approved for the units referred to as A, B, D, E, F,G, H, J, K, L, M, N, P, Homebase, 1 & 2 as shown on plan no. 8659 P02 Revision W shall be used for A1 (retail) but shall not be used for the sale of food, as a post office, for the sale of tickets, as a travel agency, for hairdressing, for the direction of funerals, for the reception of goods to be washed, cleaned or repaired, as an internet café where the primary purpose of the premises is to provide facilities for enabling members of the public to access the internet or as a pharmacy, except for Unit B, which can be in part used as a pharmacy and can sell food in up to 5% of its total ground floor area") - The variation is to increase the range of permitted goods that can be sold from the premises to facilitate reoccupation of the floorspace by incoming tenant, Poundland.	Awaiting Decision
London Road, BP MFG	22/02922/FULL	27/09/2022	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Creation of an EV charging zone with 7 no. EV charging bays, associated canopy, substation and LV panel.	Awaiting Decision

Normandy lane, Unit B	22/03438/FULL	27/09/2022	No Objection - There is a concern regarding the parking.	Extension to factory building to accommodate 4 additional units for flexible use comprising Class B8 (storage and distribution), B2 and Class E(g)iii (light industrial)	Awaiting Decision
Potton Road, Land at former Scaffolding Depot	22/02691/FULL	08/09/2022	It was resolved that the Town Council objects to this planning application as: •The traffic impact on Furzenhall Road and Potton Road. •There are too many dwellings hence overdevelopment. •Loss of residential parking on Winston Crescent. •Properties would be very close to the railways line which will lead to noise pollution for residents. The Town Council notes that the Highways Officer has objected.	Erection of ten dwellings and the conversion of an existing building into two one bed flats.	Awaiting Decision
Salcombe Close, Land West	22/01990/FULL	28/06/2022	It was RESOLVED that the Town Council would like to PROVISIONALLY OBJECT to this planning application pending provision of the following information: 1) further information is required on the sizing of mounds and elevations in the play area; 2) the potential effect of the proposed lighting on the existing neighbours on Sale Mews; and 3) information on why the CCTV is not under variations to conditions.	Flatten the existing mounds in the play area, install lighting columns, and improve the perimeter fence.	Awaiting Decision
Saturn Way, 12	22/04424/FULL	13/12/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that the neighbours are consulted and that any comments they may make are considered by Central Bedfordshire Council in their deliberations.	The addition of four skylights to facilitate a loft conversion.	
Shortmead Cottage, Shortmead Lane	22/01860/FULL	28/06/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application.	Erection of new dwelling with a detached annexe.	Awaiting Decision
Shortmead Street, 46	22/01519/LB	14/06/2022	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 subject to the following: 1) That there is support from Conservation Officers 2) That the Council recognises that this shop is reverting back to a house in an area that is outside of the town centre conservation policy.	Conversion from shop to 2 residential dwellings.	Awaiting Decision
Springfield Bungalow & Stratton Farm Cottages Land, land at bridleway 58 to the south of Dunton Lane and land south of Stratton Business Park	22/04252/FULL	13/12/2022	It was RESOLVED that the Town Council OBJECTS to this planning application on the grounds of traffic congestion on the A1 south but note that if Officers are minded to pass this application then Biggleswade Town Council would like to see Section 106 money related to speeding, access to the A1, leisure facilities and in terms of sustainable transport to the Town Centre in terms of buses.	Demolition of 3 existing dwellings and the construction of 3 B8 units, together with associated access, vehicle parking, landscaping, and all other ancillary works.	
Shortmead Street, 46	22/01520/FULL	14/06/2022	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 subject to the following: 1) That there is support from Conservation Officers 2) That the Council recognises that this shop is reverting back to a house in an area that is outside of the town centre conservation policy.	Listed building: Conversion from shop to 2 residential dwellings and internal alterations.	Awaiting Decision

Shortmead Street, 46	22/01520/FULL	13/12/2022	It was RESOLVED that the Town Council STRONGLY OBJECT on the grounds of overdevelopment, not meeting Central Bedfordshire Council minimum size standards and the lack of parking, which come within the Biggleswade Town Council Neighbourhood Plan extant requirements.	Change of use and Conversion of part of building from shop to 2 residential dwellings including internal alterations.	
Station Road, 12	22/03900/FULL	24/10/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Remove part of boundary brick wall to increase existing vehicular access and replace with a gate.	Awaiting Decision
Stratton Upper School, Eagle Farm Road,	22/03441/FULL	27/09/2022	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.	Erection of 255 no roof mounted photovoltaic solar panels and 9 no floor level air source heat pump units.	Awaiting Decision
Stratton Business Park, Unit 2-5, Gold Road,	22/04618	13/12/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that the neighbours are consulted and that any comments they may make are considered by Central Bedfordshire Council in their deliberations.	Advertisement: Non-illuminated and illuminated signage for building identification, logo signs, Park entrance signs, directional signs and building specific signs.	
Potton Road, Land at former Scaffolding Depot	22/02691/FULL	08/09/2022	It was RESOLVED that the Town Council OBJECTS to this planning application as•The traffic impact on Furzenhall Road and Potton Road. •There are too many dwellings hence overdevelopment. •Loss of residential parking on Winston Crescent. •Properties would be very close to the railways line which will lead to noise pollution for residents. The Town Council notes that the Highways Officer has objected.	Erection of ten dwellings and the conversion of an existing building into two one bed flats.	Awaiting Decision
The Avenue, 8	22/03013/FULL	09/08/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that there is no loss of parking on the driveway and that the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	First floor extension over existing garage. Two storey rear extension with dual hipped roof. Single storey rear extension.	Awaiting Decision

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Biggleswade Town Council

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Detailed Balance Sheet - Excluding Stock Movement**Month 8 Date 30/11/2022**

<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	484,836	1,328,208
2	OP'L L/H LAND & BUILDINGS	9,095	0	9,095
21	VEHICLES & EQUIPMENT	807,031	543,428	263,603
41	INFRASTRUCTURE ASSETS	309,674	258,333	51,341
61	COMMUNITY ASSETS	15,380	0	15,380
	Total Fixed Assets	2,954,224	1,286,597	1,667,627
	<u>Current Assets</u>			
91	CAPITAL WORK IN PROGRESS	19,955		
100	DEBTORS - TOWN COUNCIL	5,947		
103	DEBTORS - ORCHARD CENTRE	4,596		
104	OTHER DEBTORS	4,400		
105	VAT REFUNDS	30,694		
201	UNITY CURRENT A/C	27,524		
202	LLOYDS CURRENT BANK A/C	(6,143)		
204	LLOYDS SALARY A/C	453		
208	OFFICE CASH ACCOUNT	565		
210	PETTY CASH	339		
224	PUBLIC SECTOR DEPOSIT	1,260,760		
	Total Current Assets		1,349,091	
	<u>Current Liabilities</u>			
501	TRADE CREDITORS	27,530		
505	HALL DEPOSIT	200		
515	PAYE & NI DUE	26,882		
519	UNION FEES	12		
525	ALLOTMENT DEPOSITS	4,450		
530	INC IN ADVANCE - COMMUTED	19,600		
	Total Current Liabilities		78,673	
	Net Current Assets			1,270,419
	Total Assets less Current Liabilities			2,938,046
	<u>Long Term Liabilities</u>			
401	PWLB LOANS	46		
402	PWLB LOAN 331275	1,624		
403	PWLB LOAN 484665	7,336		
404	PWLB LOAN 491331	88,389		
	Total Long Term Liabilities		97,395	
	Total Assets less Total Liabilities			2,840,651
	<u>Represented by :-</u>			
301	CURRENT YEAR FUND	826,894		
310	GENERAL RESERVE	347,326		
349	ROLLING CAPITAL FUND	76,243		
350	CAPITAL FINANCING RESERVE	1,315,823		
451	DEF'D GRANTS APPLIED	613,175		
452	DEF'D GRANTS W/BACK	(338,810)		

Detailed Balance Sheet - Excluding Stock Movement

Month 8 Date 30/11/2022

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
	Total Equity	<u>2,840,651</u>

20/12/2022

Biggleswade Town Council

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Summary Income & Expenditure by Budget Heading 30/11/2022

Month No: 8

November 2022

		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	0	(100)	0	100			0.0%
	Expenditure	4,641	26,739	35,700	8,961	1,308	7,653	78.6%
	Movement to/(from) Gen Reserve	<u>(4,641)</u>	<u>(26,839)</u>					
108	GRANTS (INCL S137)							
	Expenditure	0	26,170	32,767	6,597		6,597	79.9%
109	CAPITAL EXPENDITURE							
	Income	0	425,910	0	(425,910)			0.0%
	Expenditure	93,159	134,720	87,751	(46,969)	51,000	(97,969)	211.6%
	Movement to/(from) Gen Reserve	<u>(93,159)</u>	<u>291,190</u>					
111	CORPORATE MANAGEMENT							
	Income	1,403	1,429,033	1,424,591	(4,442)			100.3%
	Expenditure	0	460	4,000	3,540		3,540	11.5%
	Movement to/(from) Gen Reserve	<u>1,403</u>	<u>1,428,573</u>					
112	DEMOCRATIC REP'N & MGMT							
	Expenditure	1,315	7,800	11,725	3,925		3,925	66.5%
113	CIVIC ACTIVITIES & EXPENSES							
	Income	0	1,198	0	(1,198)			0.0%
	Expenditure	0	854	2,500	1,646	15	1,631	34.8%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>344</u>					
115	ORCHARD COMMUNITY CENTRE							
	Income	6,451	26,814	32,500	5,686			82.5%
	Expenditure	15,905	68,154	105,754	37,600	2,920	34,679	67.2%
	Movement to/(from) Gen Reserve	<u>(9,454)</u>	<u>(41,340)</u>					
901	CENTRAL SERVICES							
	Income	248	1,248	0	(1,248)			0.0%
	Expenditure	70,527	442,932	671,394	228,462	8,139	220,323	67.2%
	Movement to/(from) Gen Reserve	<u>(70,279)</u>	<u>(441,683)</u>					
	Finance & General Purposes Income	<u>8,102</u>	<u>1,884,103</u>	<u>1,457,091</u>	<u>(427,012)</u>			<u>129.3%</u>
	Expenditure	<u>185,549</u>	<u>707,829</u>	<u>951,591</u>	<u>243,762</u>	<u>63,382</u>	<u>180,379</u>	<u>81.0%</u>
	Movement to/(from) Gen Reserve	<u>(177,447)</u>	<u>1,176,274</u>					
Public Land & Open Spaces								
102	ALLOTMENTS							
	Income	2,438	6,795	9,500	2,705			71.5%
	Expenditure	0	1,559	1,415	(144)	1,716	(1,860)	231.5%
	Movement to/(from) Gen Reserve	<u>2,438</u>	<u>5,236</u>					
104	BURIAL GROUNDS							
	Income	7,650	25,248	21,000	(4,248)			120.2%
	Expenditure	664	4,499	7,700	3,201	29	3,172	58.8%
	Movement to/(from) Gen Reserve	<u>6,986</u>	<u>20,749</u>					
210	GENERAL							
	Expenditure	0	4,524	5,000	476	1,973	(1,498)	130.0%
212	RECREATION GROUNDS							
	Income	6,188	13,907	10,000	(3,907)			139.1%
	Expenditure	5,216	26,472	49,600	23,128	1,452	21,675	56.3%
	Movement to/(from) Gen Reserve	<u>971</u>	<u>(12,565)</u>					

Summary Income & Expenditure by Budget Heading 30/11/2022

November 2022

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
902 PUBLIC REALM	Income	2,747	2,747	0	(2,747)			0.0%
	Expenditure	48,114	232,847	311,782	78,935	14,941	63,993	79.5%
	Movement to/(from) Gen Reserve	<u>(45,367)</u>	<u>(230,100)</u>					
903 DEPOT	Expenditure	339	67,868	73,000	5,132	1,858	3,274	95.5%
904 REPAIRS & MAINTENANCE	Expenditure	278	1,972	13,611	11,639		11,639	14.5%
	Public Land & Open Spaces Income	19,023	48,697	40,500	(8,197)			120.2%
	Expenditure	54,612	339,742	462,108	122,366	21,970	100,395	78.3%
	Movement to/(from) Gen Reserve	<u>(35,589)</u>	<u>(291,045)</u>					
Town Centre Management								
103 STREET LIGHTS	Expenditure	390	390	0	(390)		(390)	0.0%
105 CAR PARKS	Income	3,502	29,195	28,000	(1,195)			104.3%
	Expenditure	5,754	43,719	75,400	31,681	2,388	29,294	61.1%
	Movement to/(from) Gen Reserve	<u>(2,252)</u>	<u>(14,523)</u>					
106 MARKET	Income	1,078	12,229	17,800	5,571			68.7%
	Expenditure	(411)	13,387	21,722	8,335	20	8,315	61.7%
	Movement to/(from) Gen Reserve	<u>1,490</u>	<u>(1,158)</u>					
107 TOWN CENTRE GENERAL	Income	207	500	0	(500)			0.0%
	Expenditure	7,278	30,552	40,700	10,148	2,319	7,829	80.8%
	Movement to/(from) Gen Reserve	<u>(7,070)</u>	<u>(30,052)</u>					
110 PUBLIC CONVENIENCES	Income	0	0	3,250	3,250			0.0%
	Expenditure	1,820	12,211	18,250	6,039	190	5,849	68.0%
	Movement to/(from) Gen Reserve	<u>(1,820)</u>	<u>(12,211)</u>					
	Town Centre Management Income	4,788	41,925	49,050	7,125			85.5%
	Expenditure	14,830	100,259	156,072	55,813	4,917	50,896	67.4%
	Movement to/(from) Gen Reserve	<u>(10,043)</u>	<u>(58,334)</u>					
	Grand Totals:- Income	31,912	1,974,725	1,546,641	(428,084)			127.7%
	Expenditure	254,991	1,147,831	1,569,771	421,940	90,269	331,671	78.9%
	Net Income over Expenditure	<u>(223,078)</u>	<u>826,894</u>	<u>(23,130)</u>	<u>(850,024)</u>			
	Movement to/(from) Gen Reserve	<u>(223,078)</u>	<u>826,894</u>					

20/12/2022

Biggleswade Town Council

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Detailed Income & Expenditure by Budget Heading 30/11/2022

Month No: 8

November 2022

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 B'SWADE MAGISTRATES COURT								
1091 INC-MISCELLANEOUS	0	(100)	0	100			0.0%	
B'SWADE MAGISTRATES COURT :- Income	0	(100)	0	100				0
4008 STAFF TRAINING	0	570	0	(570)	380	(950)	0.0%	
4011 RATES	1,211	9,702	14,600	4,898		4,898	66.5%	
4012 WATER RATES	0	94	0	(94)		(94)	0.0%	
4015 GAS	829	5,861	4,000	(1,861)		(1,861)	146.5%	
4026 COMPUTER	1,257	1,257	0	(1,257)		(1,257)	0.0%	
4027 PHOTOCOPIER	0	327	0	(327)		(327)	0.0%	
4036 PROPERTY MAINTENANCE	0	1,315	1,500	185	60	125	91.7%	
4042 EQUIPT MAINT/REPAIR	0	600	500	(100)		(100)	120.0%	
4104 REFUSE COLLECTION	91	1,596	1,200	(396)		(396)	133.0%	
4110 FIRE PRECAUTIONS	785	3,830	12,300	8,470	757	7,713	37.3%	
4134 SECURITY	469	1,587	1,600	13	111	(98)	106.1%	
B'SWADE MAGISTRATES COURT :- Indirect Expenditure	4,641	26,739	35,700	8,961	1,308	7,653	78.6%	0
Net Income over Expenditure	(4,641)	(26,839)	(35,700)	(8,861)				
102 ALLOTMENTS								
1081 INC-RENT	1,486	1,568	0	(1,568)			0.0%	
1087 INC-ALLOTMENTS	951	5,226	9,500	4,274			55.0%	
ALLOTMENTS :- Income	2,438	6,795	9,500	2,705			71.5%	0
4013 RENT	0	349	465	116		116	75.0%	
4036 PROPERTY MAINTENANCE	0	0	0	0	495	(495)	0.0%	
4037 GROUNDS MAINTENANCE	0	180	0	(180)	661	(841)	0.0%	
4047 MATERIALS/TOOLS	0	285	0	(285)		(285)	0.0%	
4067 PEST CONTROL	0	745	750	5	560	(555)	174.0%	
4104 REFUSE COLLECTION	0	0	200	200		200	0.0%	
ALLOTMENTS :- Indirect Expenditure	0	1,559	1,415	(144)	1,716	(1,860)	231.5%	0
Net Income over Expenditure	2,438	5,236	8,085	2,849				
103 STREET LIGHTS								
4045 S/L REPAIR/RENEWAL	390	390	0	(390)		(390)	0.0%	
STREET LIGHTS :- Indirect Expenditure	390	390	0	(390)	0	(390)		0
Net Expenditure	(390)	(390)	0	390				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
104 BURIAL GROUNDS								
1084 INC-BURIAL FEES	7,650	25,248	20,000	(5,248)			126.2%	
1097 INC-MEMORIALS	0	0	1,000	1,000			0.0%	
BURIAL GROUNDS :- Income	7,650	25,248	21,000	(4,248)			120.2%	0
4011 RATES	401	3,211	6,000	2,789		2,789	53.5%	
4012 WATER RATES	0	162	200	38		38	81.1%	
4014 ELECTRICITY	61	382	500	118		118	76.5%	
4036 PROPERTY MAINTENANCE	0	208	1,000	793		793	20.8%	
4067 PEST CONTROL	0	71	0	(71)		(71)	0.0%	
4092 Card Processing Fees	0	12	0	(12)		(12)	0.0%	
4100 FERT./SEEDS/WEEDKILL	0	187	0	(187)	29	(216)	0.0%	
4134 SECURITY	202	202	0	(202)		(202)	0.0%	
4173 S/W CEMETERY LANDSCAPING	0	64	0	(64)		(64)	0.0%	
BURIAL GROUNDS :- Indirect Expenditure	664	4,499	7,700	3,201	29	3,172	58.8%	0
Net Income over Expenditure	6,986	20,749	13,300	(7,449)				
105 CAR PARKS								
1088 INC-CAR PARKING FEES	2,691	15,582	22,000	6,418			70.8%	
1089 INC - PARKING PERMITS WORK	345	8,251	3,000	(5,251)			275.0%	
1189 INC-PARKING PERMITS RES	467	5,363	3,000	(2,363)			178.8%	
CAR PARKS :- Income	3,502	29,195	28,000	(1,195)			104.3%	0
4011 RATES	2,177	17,415	27,900	10,485		10,485	62.4%	
4013 RENT	0	1	0	(1)		(1)	0.0%	
4023 STATIONERY	327	327	500	173	327	(154)	130.8%	
4037 GROUNDS MAINTENANCE	200	1,046	0	(1,046)	29	(1,075)	0.0%	
4038 MAINTENANCE CONTRACT	3,050	4,933	10,000	5,067	2,032	3,036	69.6%	
4042 EQUIPT MAINT/REPAIR	0	1,035	0	(1,035)		(1,035)	0.0%	
4092 Card Processing Fees	0	546	1,000	454		454	54.6%	
4126 CAR PARK LEASE	0	18,234	36,000	17,766		17,766	50.7%	
4128 EQUIPMENT	0	182	0	(182)		(182)	0.0%	
CAR PARKS :- Indirect Expenditure	5,754	43,719	75,400	31,681	2,388	29,294	61.1%	0
Net Income over Expenditure	(2,252)	(14,523)	(47,400)	(32,877)				
106 MARKET								
1082 INC-LETTINGS	0	0	300	300			0.0%	
1083 INC-PITCH HIRE	183	183	0	(183)			0.0%	
1085 INC-TUESDAY MARKET RENTS	165	2,584	3,500	917			73.8%	
1086 INC-SATURDAY MARKET RENTS	730	9,462	14,000	4,538			67.6%	
MARKET :- Income	1,078	12,229	17,800	5,571			68.7%	0

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4002 EMPLOYERS N.I	136	1,135	224	(911)		(911)	506.9%	
4003 EMPLOYERS SUPERANN.	427	1,822	2,768	946		946	65.8%	
4004 MARKET STAFF	(1,627)	5,921	10,330	4,409		4,409	57.3%	
4011 RATES	432	3,452	5,400	1,948		1,948	63.9%	
4014 ELECTRICITY	151	987	1,000	13		13	98.7%	
4023 STATIONERY	0	0	1,000	1,000	20	980	2.0%	
4032 PUBLICITY	0	0	500	500		500	0.0%	
4047 MATERIALS/TOOLS	0	0	500	500		500	0.0%	
4116 WAR MEM & REM SERV	70	70	0	(70)		(70)	0.0%	
MARKET :- Indirect Expenditure	(411)	13,387	21,722	8,335	20	8,315	61.7%	0
Net Income over Expenditure	1,490	(1,158)	(3,922)	(2,764)				
107 TOWN CENTRE GENERAL								
1094 INC-TC FESTIVAL	0	183	0	(183)			0.0%	
1145 INC-CHRISTMAS ACTIVITIES	207	317	0	(317)			0.0%	
TOWN CENTRE GENERAL :- Income	207	500	0	(500)				0
4001 STAFF SALARIES	4,056	23,853	0	(23,853)		(23,853)	0.0%	
4002 EMPLOYERS N.I	455	2,636	0	(2,636)		(2,636)	0.0%	
4003 EMPLOYERS SUPERANN.	1,087	6,392	0	(6,392)		(6,392)	0.0%	
4007 HEALTH & SAFETY	0	96	0	(96)		(96)	0.0%	
4009 STAFF TRAVEL	0	51	0	(51)		(51)	0.0%	
4031 ADVERTISING	0	122	0	(122)	100	(222)	0.0%	
4036 PROPERTY MAINTENANCE	0	250	500	250		250	50.0%	
4041 EQUIPMENT HIRE	0	800	0	(800)		(800)	0.0%	
4047 MATERIALS/TOOLS	0	9	0	(9)		(9)	0.0%	
4065 TC EVENTS (FESTIVAL)	0	2,819	0	(2,819)		(2,819)	0.0%	
4067 PEST CONTROL	0	51	0	(51)		(51)	0.0%	
4116 WAR MEM & REM SERV	560	1,142	1,500	358	1,385	(1,026)	168.4%	
4134 SECURITY	0	374	0	(374)		(374)	0.0%	
4138 MARKET SQUARE EVENTS	0	2,244	2,200	(44)	100	(145)	106.6%	
4140 CHRISTMAS ACTIVITIES	500	5,159	7,000	1,841	734	1,107	84.2%	
4144 CCTV	520	2,715	16,000	13,285		13,285	17.0%	
4145 CHRISTMAS LIGHTS	100	10,839	21,438	10,599		10,599	50.6%	
4996 TFR FROM ROLLING CAPITAL FUND	0	(29,000)	(7,938)	21,062		21,062	365.3%	
TOWN CENTRE GENERAL :- Indirect Expenditure	7,278	30,552	40,700	10,148	2,319	7,829	80.8%	0
Net Income over Expenditure	(7,070)	(30,052)	(40,700)	(10,648)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
108 GRANTS (INCL S137)								
4261 GRANTS UNDER OTHER POWERS	0	26,170	20,767	(5,403)		(5,403)	126.0%	
4264 Community Agent Grant	0	0	12,000	12,000		12,000	0.0%	
GRANTS (INCL S137) :- Indirect Expenditure	0	26,170	32,767	6,597	0	6,597	79.9%	0
Net Expenditure	0	(26,170)	(32,767)	(6,597)				
109 CAPITAL EXPENDITURE								
1101 INC-PWLB LOAN	0	425,910	0	(425,910)			0.0%	
CAPITAL EXPENDITURE :- Income	0	425,910	0	(425,910)				0
4053 LOAN INTEREST	0	2,238	7,411	5,173		5,173	30.2%	
4253 LEASE INTEREST REPaid	0	0	268	268		268	0.0%	
4603 CP ex PWLB Drove Rd Cem	0	0	0	0	51,000	(51,000)	0.0%	
4604 CP ex Pwlb Franklin P A	87,050	87,050	0	(87,050)		(87,050)	0.0%	
4802 CP - New Computer Installation	0	2,026	0	(2,026)		(2,026)	0.0%	
4803 CP - Boiler Magistrates Court	0	0	1,000	1,000		1,000	0.0%	
4822 CP - Plant & Equipment	5,527	5,527	3,590	(1,937)		(1,937)	154.0%	
4837 CP - Allotment Buildings	582	582	5,000	4,418		4,418	11.6%	
4868 CP -- Pigeon Control	0	0	5,000	5,000		5,000	0.0%	
4869 CP - Tree & Plant Works	0	0	13,710	13,710		13,710	0.0%	
4870 CP - Market Transformation	0	0	2,000	2,000		2,000	0.0%	
4871 CP - Finance Review	0	0	5,000	5,000		5,000	0.0%	
4899 Cost Reduction & Eff. Review	0	0	25,324	25,324		25,324	0.0%	
4900 ROLLING CAPITAL FUND ALLOC'N	0	35,301	35,301	0		0	100.0%	
4980 LOAN REPAYMENT	0	4,022	16,139	12,117		12,117	24.9%	
4982 LEASE CAPITAL REPaid	0	0	3,308	3,308		3,308	0.0%	
4990 ASSET FUNDING FROM RCP	0	(2,026)	(35,300)	(33,274)		(33,274)	5.7%	
CAPITAL EXPENDITURE :- Indirect Expenditure	93,159	134,720	87,751	(46,969)	51,000	(97,969)	211.6%	0
Net Income over Expenditure	(93,159)	291,190	(87,751)	(378,941)				
110 PUBLIC CONVENIENCES								
1091 INC-MISCELLANEOUS	0	0	3,250	3,250			0.0%	
PUBLIC CONVENIENCES :- Income	0	0	3,250	3,250			0.0%	0
4011 RATES	0	0	3,250	3,250		3,250	0.0%	
4012 WATER RATES	0	479	2,000	1,521		1,521	23.9%	
4016 CLEANING COSTS	1,640	11,345	10,000	(1,345)	190	(1,535)	115.3%	
4017 JANITORIAL MATERIALS	180	346	0	(346)		(346)	0.0%	
4036 PROPERTY MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4038 MAINTENANCE CONTRACT	0	0	1,000	1,000		1,000	0.0%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4042 EQUIPT MAINT/REPAIR	0	0	500	500		500	0.0%	
4047 MATERIALS/TOOLS	0	42	500	458		458	8.4%	
PUBLIC CONVENIENCES :- Indirect Expenditure	1,820	12,211	18,250	6,039	190	5,849	68.0%	0
Net Income over Expenditure	(1,820)	(12,211)	(15,000)	(2,789)				
111 CORPORATE MANAGEMENT								
1076 PRECEPT RECEIVED	0	1,424,171	1,424,171	0			100.0%	
1096 INTEREST RECEIVED	1,403	4,862	420	(4,442)			1157.6%	
CORPORATE MANAGEMENT :- Income	1,403	1,429,033	1,424,591	(4,442)			100.3%	0
4057 AUDIT FEES	0	460	4,000	3,540		3,540	11.5%	
CORPORATE MANAGEMENT :- Indirect Expenditure	0	460	4,000	3,540	0	3,540	11.5%	0
Net Income over Expenditure	1,403	1,428,573	1,420,591	(7,982)				
112 DEMOCRATIC REP'N & MGM'T								
4014 ELECTRICITY	0	18	0	(18)		(18)	0.0%	
4024 SUBSCRIPTIONS	0	2,870	3,000	130		130	95.7%	
4082 NEIGHBOURHOOD PLAN	1,218	1,275	0	(1,275)		(1,275)	0.0%	
4085 COUNCIL WEBSITE	97	2,419	2,225	(194)		(194)	108.7%	
4090 Public Referendum	0	1,218	2,500	1,282		1,282	48.7%	
4135 ELECTION PROVISION	0	0	4,000	4,000		4,000	0.0%	
DEMOCRATIC REP'N & MGM'T :- Indirect Expenditure	1,315	7,800	11,725	3,925	0	3,925	66.5%	0
Net Expenditure	(1,315)	(7,800)	(11,725)	(3,925)				
113 CIVIC ACTIVITIES & EXPENSES								
1091 INC-MISCELLANEOUS	0	101	0	(101)			0.0%	
1300 INC-MAYORS CHARITY	0	1,097	0	(1,097)			0.0%	
CIVIC ACTIVITIES & EXPENSES :- Income	0	1,198	0	(1,198)				0
4112 TOWN MAYOR'S ALLOW.	0	0	1,000	1,000		1,000	0.0%	
4166 TWINNING	0	0	250	250		250	0.0%	
4179 CIVIC FUNCTIONS	0	775	1,000	225		225	77.5%	
4180 CIVIC REGALIA REPAIRS ETC	0	79	250	171	15	156	37.6%	
CIVIC ACTIVITIES & EXPENSES :- Indirect Expenditure	0	854	2,500	1,646	15	1,631	34.8%	0
Net Income over Expenditure	0	344	(2,500)	(2,844)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>115 ORCHARD COMMUNITY CENTRE</u>								
1077 INC-S106 GRANTS	3,160	3,160	0	(3,160)			0.0%	
1082 INC-LETTINGS	3,291	23,654	32,500	8,846			72.8%	
ORCHARD COMMUNITY CENTRE :- Income	<u>6,451</u>	<u>26,814</u>	<u>32,500</u>	<u>5,686</u>			<u>82.5%</u>	<u>0</u>
4001 STAFF SALARIES	7,534	38,153	59,817	21,664		21,664	63.8%	
4002 EMPLOYERS N.I	830	3,841	5,012	1,171		1,171	76.6%	
4003 EMPLOYERS SUPERANN.	2,045	10,250	16,031	5,781		5,781	63.9%	
4007 HEALTH & SAFETY	0	1,050	500	(550)		(550)	210.0%	
4009 STAFF TRAVEL	0	278	400	122		122	69.5%	
4011 RATES	0	0	6,200	6,200		6,200	0.0%	
4012 WATER RATES	0	485	240	(245)		(245)	201.9%	
4014 ELECTRICITY	209	831	7,000	6,169		6,169	11.9%	
4015 GAS	818	4,046	2,300	(1,746)		(1,746)	175.9%	
4016 CLEANING COSTS	0	688	1,400	712	13	699	50.1%	
4017 JANITORIAL MATERIALS	271	271	0	(271)		(271)	0.0%	
4020 MISC. ESTABLISH.COST	0	0	54	54		54	0.0%	
4022 POSTAGE	0	15	0	(15)		(15)	0.0%	
4023 STATIONERY	0	0	200	200		200	0.0%	
4036 PROPERTY MAINTENANCE	185	4,376	1,000	(3,376)		(3,376)	437.6%	
4038 MAINTENANCE CONTRACT	0	0	1,700	1,700		1,700	0.0%	
4042 EQUIPT MAINT/REPAIR	375	605	1,500	895		895	40.3%	
4060 OFFICE EQUIPMENT	0	0	300	300		300	0.0%	
4081 Licences	0	170	600	431		431	28.3%	
4103 PROTECTIVE CLOTHING	136	399	0	(399)		(399)	0.0%	
4104 REFUSE COLLECTION	186	1,303	0	(1,303)		(1,303)	0.0%	
4110 FIRE PRECAUTIONS	439	1,318	1,000	(318)		(318)	131.8%	
4128 EQUIPMENT	0	77	500	423	30	393	21.4%	
4134 SECURITY	2,877	0	0	0	2,877	(2,877)	0.0%	
ORCHARD COMMUNITY CENTRE :- Indirect Expenditure	<u>15,905</u>	<u>68,154</u>	<u>105,754</u>	<u>37,600</u>	<u>2,920</u>	<u>34,679</u>	<u>67.2%</u>	<u>0</u>
Net Income over Expenditure	<u>(9,454)</u>	<u>(41,340)</u>	<u>(73,254)</u>	<u>(31,914)</u>				
<u>210 GENERAL</u>								
4064 ANNUAL HANGING BASKETS	0	4,524	5,000	476	1,973	(1,498)	130.0%	
GENERAL :- Indirect Expenditure	<u>0</u>	<u>4,524</u>	<u>5,000</u>	<u>476</u>	<u>1,973</u>	<u>(1,498)</u>	<u>130.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(4,524)</u>	<u>(5,000)</u>	<u>(476)</u>				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>212 RECREATION GROUNDS</u>								
1077 INC-S106 GRANTS	5,579	5,579	0	(5,579)			0.0%	
1081 INC-RENT	0	2,110	5,000	2,890			42.2%	
1083 INC-PITCH HIRE	128	5,738	5,000	(738)			114.8%	
1091 INC-MISCELLANEOUS	480	480	0	(480)			0.0%	
RECREATION GROUNDS :- Income	6,188	13,907	10,000	(3,907)			139.1%	0
4011 RATES	378	3,029	4,700	1,671		1,671	64.4%	
4012 WATER RATES	0	5,283	11,500	6,217		6,217	45.9%	
4014 ELECTRICITY	440	2,420	7,500	5,080		5,080	32.3%	
4017 JANITORIAL MATERIALS	0	13	0	(13)		(13)	0.0%	
4037 GROUNDS MAINTENANCE	752	3,656	7,000	3,344	460	2,884	58.8%	
4038 MAINTENANCE CONTRACT	575	4,603	8,000	3,397	992	2,405	69.9%	
4039 PLAY. EQUIP. MAINT.	0	673	0	(673)		(673)	0.0%	
4043 FENCING & GATES	0	366	2,000	1,634		1,634	18.3%	
4044 TREES & PLANTS	0	800	1,500	700		700	53.3%	
4047 MATERIALS/TOOLS	0	65	0	(65)		(65)	0.0%	
4067 PEST CONTROL	0	0	1,500	1,500		1,500	0.0%	
4100 FERT./SEEDS/WEEDKILL	0	0	200	200		200	0.0%	
4104 REFUSE COLLECTION	1,329	3,494	200	(3,294)		(3,294)	1747.1%	
4110 FIRE PRECAUTIONS	0	229	1,500	1,271		1,271	15.3%	
4114 LITTER BINS	0	0	1,500	1,500		1,500	0.0%	
4128 EQUIPMENT	0	100	2,000	1,900		1,900	5.0%	
4134 SECURITY	1,742	1,742	500	(1,242)		(1,242)	348.4%	
RECREATION GROUNDS :- Indirect Expenditure	5,216	26,472	49,600	23,128	1,452	21,675	56.3%	0
Net Income over Expenditure	971	(12,565)	(39,600)	(27,035)				
<u>901 CENTRAL SERVICES</u>								
1078 INC-MISC GRANTS	0	1,000	0	(1,000)			0.0%	
1091 INC-MISCELLANEOUS	248	248	0	(248)			0.0%	
CENTRAL SERVICES :- Income	248	1,248	0	(1,248)				0
4001 STAFF SALARIES	40,331	223,803	384,830	161,027		161,027	58.2%	
4002 EMPLOYERS N.I	4,416	24,398	44,830	20,432		20,432	54.4%	
4003 EMPLOYERS SUPERANN.	7,586	41,627	79,894	38,267		38,267	52.1%	
4005 AGENCY STAFF	0	23,666	10,000	(13,666)		(13,666)	236.7%	
4007 HEALTH & SAFETY	47	537	2,800	2,263		2,263	19.2%	
4008 STAFF TRAINING	50	6,533	10,000	3,467	50	3,417	65.8%	
4009 STAFF TRAVEL	197	1,185	1,500	315		315	79.0%	
4010 MISC. STAFF COSTS	0	821	1,000	179		179	82.1%	
4012 WATER RATES	0	119	500	381		381	23.9%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4014 ELECTRICITY	321	2,178	4,000	1,822		1,822	54.4%	
4016 CLEANING COSTS	520	4,022	7,500	3,478	40	3,438	54.2%	
4017 JANITORIAL MATERIALS	0	489	0	(489)		(489)	0.0%	
4020 MISC. ESTABLISH.COST	0	119	250	132		132	47.4%	
4021 TELEPHONE & FAX	1,060	7,452	13,500	6,048		6,048	55.2%	
4022 POSTAGE	0	1,032	1,500	468	90	378	74.8%	
4023 STATIONERY	474	2,116	3,500	1,384	1,107	276	92.1%	
4025 INSURANCE	0	15,875	21,000	5,125		5,125	75.6%	
4026 COMPUTER	4,301	33,014	33,790	776	663	113	99.7%	
4027 PHOTOCOPIER	184	2,098	5,600	3,502		3,502	37.5%	
4029 OFFICE REFURBISHMENT	0	208	0	(208)	142	(350)	0.0%	
4030 ADVERTISING, RECRUITMENT	133	4,864	5,000	136	635	(499)	110.0%	
4031 ADVERTISING	751	3,097	2,900	(197)	2,401	(2,598)	189.6%	
4032 PUBLICITY	0	0	0	0	449	(449)	0.0%	
4036 PROPERTY MAINTENANCE	0	657	0	(657)		(657)	0.0%	
4047 MATERIALS/TOOLS	66	66	0	(66)	10	(76)	0.0%	
4051 BANK CHARGES	414	1,860	2,000	140		140	93.0%	
4056 LEGAL EXPENSES	0	0	4,500	4,500		4,500	0.0%	
4058 PROFESSIONAL FEES	4,193	24,176	10,000	(14,176)	1,035	(15,211)	252.1%	
4059 CONSULTANCY	1,322	1,322	2,000	678	1,250	(572)	128.6%	
4060 OFFICE EQUIPMENT	273	996	1,000	4	58	(54)	105.4%	
4065 TC EVENTS (FESTIVAL)	551	801	0	(801)		(801)	0.0%	
4073 PAYROLL BUREAU FEES	0	559	1,500	941		941	37.3%	
4074 ACCOUNTANCY FEES	3,202	10,058	15,000	4,942		4,942	67.1%	
4081 Licences	0	100	0	(100)	111	(211)	0.0%	
4092 Card Processing Fees	0	296	0	(296)		(296)	0.0%	
4103 PROTECTIVE CLOTHING	42	129	0	(129)	59	(188)	0.0%	
4104 REFUSE COLLECTION	95	95	0	(95)		(95)	0.0%	
4125 Misc Costs	0	428	0	(428)		(428)	0.0%	
4127 SIGNS	0	0	1,000	1,000		1,000	0.0%	
4128 EQUIPMENT	0	2,135	500	(1,635)		(1,635)	426.9%	
4140 CHRISTMAS ACTIVITIES	0	0	0	0	39	(39)	0.0%	
CENTRAL SERVICES :- Indirect Expenditure	70,527	442,932	671,394	228,462	8,139	220,323	67.2%	0
Net Income over Expenditure	(70,279)	(441,683)	(671,394)	(229,711)				
902 PUBLIC REALM								
1081 INC-RENT	2,747	2,747	0	(2,747)			0.0%	
PUBLIC REALM :- Income	2,747	2,747	0	(2,747)				0
4001 STAFF SALARIES	30,170	153,490	199,305	45,815		45,815	77.0%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4002 EMPLOYERS N.I	3,222	14,879	18,595	3,716		3,716	80.0%	
4003 EMPLOYERS SUPERANN.	6,274	29,013	47,307	18,294		18,294	61.3%	
4007 HEALTH & SAFETY	0	0	0	0	196	(196)	0.0%	
4008 STAFF TRAINING	0	722	0	(722)		(722)	0.0%	
4009 STAFF TRAVEL	17	374	0	(374)		(374)	0.0%	
4014 ELECTRICITY	79	51	0	(51)		(51)	0.0%	
4017 JANITORIAL MATERIALS	0	313	0	(313)		(313)	0.0%	
4023 STATIONERY	0	126	100	(26)		(26)	126.0%	
4025 INSURANCE	0	5,423	300	(5,123)		(5,123)	1807.6%	
4026 COMPUTER	0	546	0	(546)		(546)	0.0%	
4030 ADVERTISING, RECRUITMENT	0	1,159	0	(1,159)		(1,159)	0.0%	
4037 GROUNDS MAINTENANCE	0	28	0	(28)	336	(364)	0.0%	
4041 EQUIPMENT HIRE	0	594	1,000	406	395	11	98.9%	
4042 EQUIPT MAINT/REPAIR	464	967	2,000	1,033		1,033	48.3%	
4044 TREES & PLANTS	6,430	6,530	10,500	3,970	9,729	(5,759)	154.8%	
4046 VEHICLE LEASING	184	5,158	10,000	4,842		4,842	51.6%	
4047 MATERIALS/TOOLS	0	1,161	0	(1,161)	430	(1,590)	0.0%	
4048 VEHICLE MAINT/REPAIR	770	2,003	10,000	7,997	113	7,884	21.2%	
4049 VEHICLE FUEL	0	5,320	8,000	2,680		2,680	66.5%	
4050 VEHICLE TAX	0	568	675	107		107	84.1%	
4056 LEGAL EXPENSES	0	0	0	0	1,500	(1,500)	0.0%	
4100 FERT./SEEDS/WEEDKILL	0	0	700	700		700	0.0%	
4101 MOWER REPAIRS	463	463	0	(463)	2,136	(2,599)	0.0%	
4103 PROTECTIVE CLOTHING	42	1,426	2,500	1,074	108	967	61.3%	
4119 SKIP HIRE	0	700	800	100		100	87.5%	
4128 EQUIPMENT	0	1,834	0	(1,834)		(1,834)	0.0%	
PUBLIC REALM :- Indirect Expenditure	48,114	232,847	311,782	78,935	14,941	63,993	79.5%	0
Net Income over Expenditure	(45,367)	(230,100)	(311,782)	(81,682)				
903 DEPOT								
4007 HEALTH & SAFETY	0	224	0	(224)		(224)	0.0%	
4011 RATES	0	27,732	16,000	(11,732)		(11,732)	173.3%	
4012 WATER RATES	0	(683)	1,500	2,183		2,183	(45.5%)	
4013 RENT	0	39,568	50,000	10,432		10,432	79.1%	
4014 ELECTRICITY	0	(831)	2,500	3,331		3,331	(33.3%)	
4015 GAS	0	0	1,500	1,500		1,500	0.0%	
4017 JANITORIAL MATERIALS	0	0	0	0	488	(488)	0.0%	
4020 MISC. ESTABLISH.COST	0	0	500	500		500	0.0%	
4036 PROPERTY MAINTENANCE	0	75	0	(75)		(75)	0.0%	
4042 EQUIPT MAINT/REPAIR	0	0	1,000	1,000		1,000	0.0%	

Detailed Income & Expenditure by Budget Heading 30/11/2022

Month No: 8

November 2022

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4093 SERVICE CHARGE	0	812	0	(812)		(812)	0.0%	
4104 REFUSE COLLECTION	0	634	0	(634)		(634)	0.0%	
4110 FIRE PRECAUTIONS	0	0	0	0	189	(189)	0.0%	
4144 CCTV	339	339	0	(339)	1,180	(1,519)	0.0%	
DEPOT :- Indirect Expenditure	<u>339</u>	<u>67,868</u>	<u>73,000</u>	<u>5,132</u>	<u>1,858</u>	<u>3,274</u>	<u>95.5%</u>	<u>0</u>
Net Expenditure	<u>(339)</u>	<u>(67,868)</u>	<u>(73,000)</u>	<u>(5,132)</u>				
<u>904 REPAIRS & MAINTENANCE</u>								
4042 EQUIPT MAINT/REPAIR	278	1,940	13,611	11,671		11,671	14.3%	
4115 SEATING	0	32	0	(32)		(32)	0.0%	
REPAIRS & MAINTENANCE :- Indirect Expenditure	<u>278</u>	<u>1,972</u>	<u>13,611</u>	<u>11,639</u>	<u>0</u>	<u>11,639</u>	<u>14.5%</u>	<u>0</u>
Net Expenditure	<u>(278)</u>	<u>(1,972)</u>	<u>(13,611)</u>	<u>(11,639)</u>				
Grand Totals:- Income	31,912	1,974,725	1,546,641	(428,084)			127.7%	
Expenditure	254,991	1,147,831	1,569,771	421,940	90,269	331,671	78.9%	
Net Income over Expenditure	<u>(223,078)</u>	<u>826,894</u>	<u>(23,130)</u>	<u>(850,024)</u>				
Movement to/(from) Gen Reserve	<u>(223,078)</u>	<u>826,894</u>						

Date: 20/12/2022

Biggleswade Town Council

Time: 15:16

Lloyds Current A/C

List of Payments made between 01/11/2022 and 30/11/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/11/2022	ERG Facilities Ltd	BACS	222.00		Gas Boiler
02/11/2022	Indeed	DEB1	132.95		1190-Recruitment advert
03/11/2022	Amazon	BACS	29.15		town & parish guide
03/11/2022	Amazon	BACS-1	83.72		rubber mats
03/11/2022	TCards Direct.com	BACS	85.20		1038-Plastic T Cards size 2
03/11/2022	Amazon	DDR	58.24		Laptop bag
05/11/2022	Central Bedfordshire Council	Std Ord	4,599.00		Rates 22/23
07/11/2022	Central Bedfordshire Council	DDR	2,745.00		Non dom rates - Eldon Way
07/11/2022	Amazon	DEB2	44.98		1191-Keyboard/mouse
08/11/2022	Amazon	DEB3	79.98		1192-Computer desk
09/11/2022	Lux Levels	BACS	200.00		Hire of Equipment
09/11/2022	ERG Facilities Ltd	BACS	468.00		Gas Boiler- further work req
09/11/2022	McClane	FPO	25.00		McClane Deposit refund
10/11/2022	Amazon	DEB4	21.97		1194-Christmas lights
10/11/2022	Amazon	DEB5	24.38		1193-Money box
10/11/2022	Amazon	DEB6	15.48		1195-Wireless mouse
11/11/2022	Node IT Solutions Ltd	BACS	62.40		PRD managed network - Nov 22
11/11/2022	Node IT Solutions Ltd	BACS-1	4,285.18		7596/1013/Node IT Solutions Lt
14/11/2022	Node IT Solutions Ltd	BACS-2	1,507.80		Adobe Licences to Nov 2023
14/11/2022	Lex Autolease Ltd	DDR1	410.64		Lease rental Isuzu truck Oct22
14/11/2022	ASDA	DEB	59.83		Remembrance refreshments
15/11/2022	Integrating Solutions Limited	DD	220.26		Printer lease Oct22
15/11/2022	British Telecommunications PLC	M028MI	587.90		Phone bill Oct 2022
15/11/2022	Lloyds Bank	DDR	127.87		Bank charges
15/11/2022	Shire Leasing	DDR	684.23		Phone System Lease
16/11/2022	Fuel Genie DDR	DDR3	643.08		Purchase Ledger Payment
17/11/2022	Lloyds Salary A/C	Tfr	83,631.02		Tfr to Salaries AC
18/11/2022	citrusHR Limited	DD1	69.00		HR services 15/11 to 14/12/22
18/11/2022	AIB Merchant Services	DDR4	102.20		1016-C/Card charges
18/11/2022	Osso Gas - OSSO1107	DDR5	798.03		Purchase Ledger Payment
18/11/2022	Osso Gas OSSO1108	DDR6	807.90		Purchase Ledger Payment
21/11/2022	Node IT Solutions Ltd	DD2	199.20		monitor
21/11/2022	Lloyds Bank	DDR	195.45		Bank charges
21/11/2022	Lloyds Bank	DDR	46.13		Bank charges
21/11/2022	screwfix	DEB7	11.98		Purchase Ledger Payment
22/11/2022	Unity Trust A/C	Tfr	165,964.38		Transfer to New Bank AC
22/11/2022	ERG Facilities Ltd	433779	450.00		Supplied and installed condens
22/11/2022	Unity Trust A/C	Tfr	50.00		James
22/11/2022	Unity Trust A/C	Tfr	10.00		Chai Stall
22/11/2022	Unity Trust A/C	Tfr	1,369.31		Keble
23/11/2022	Unity Trust A/C	Tfr	835.00		Lloyds Residual balance
23/11/2022	Unity Trust A/C	Tfr	63.90		North
Total Payments			272,027.74		

Date: 20/12/2022

Biggleswade Town Council

Item 12a v. List of Payments - Unity Trust
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Time: 15:16

Unity Trust A/C

List of Payments made between 01/11/2022 and 30/11/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
23/11/2022	EE - DDR	DDR1	414.49		Purchase Ledger Payment
24/11/2022	Lloyds Current A/C	202407	2,856.00		Koncept Productions Ltd
25/11/2022	DCK Accounting Solutions Ltd	BACS	1,924.15		Consultancy for Budget
25/11/2022	Henlow Building Supplies	BACS-2	698.60		workshop supplies
25/11/2022	GH Online Accounting Limited	BACS-3	795.60		Payroll professional services
25/11/2022	L. Bennett & Son Ltd	BACS-4	81.85		Grease
25/11/2022	Satchells Estate Agents	BACS-5	3,000.00		Let of The workshop to Surecle
25/11/2022	Harrier Office Supplies Ltd	BACS-6	324.74		Office supplies
25/11/2022	Essential Safety Wear Ltd	BACS-7	55.18		Cargo Trousers
25/11/2022	Turfcare Leisure Services Ltd	BACS-8	690.47		Maintain bowling green NOV
25/11/2022	Beds Bulletin Ltd	BACS-9	490.00		For advertisement(s) in Nov
25/11/2022	Hire or Buy Group Ltd	BACS-10	59.98		AMP fly lead converter
25/11/2022	Harrier Office Supplies Ltd	BACS-11	390.12		Office suppliers
25/11/2022	Bemrose Booth Paragon Ltd	BACS-12	392.40		Car Park tickets
25/11/2022	Origin Amenity Solutions	BACS-13	544.08		white line paint
25/11/2022	Flow Solutions UK Ltd	BACS-14	1,461.60		Print and deliver the NHP info
25/11/2022	Flowbird Smart City UK Ltd	BACS-15	3,660.41		Parking machines services Dec
25/11/2022	Parallel HR Ltd	BACS-16	594.00		BTC HR Services (hour)
25/11/2022	Veolia UK Ltd	BACS-17	119.93		Lift & Surcharge fuel
25/11/2022	Tim's Digital	BACS-18	116.40		Website hosting and manage upd
25/11/2022	Tudor Environmental	BACS-19	5,352.00		Chem storage cabinets
25/11/2022	Herts CCTV Partnership Ltd	BACS-20	1,030.24		6TB hard drive camera bus stn
25/11/2022	Artifex Building & Carpentry L	BACS-21	942.00		fire proof the cupboard & door
25/11/2022	Pear Technology Services Ltd	BACS-22	108.00		Converting records to CVS
25/11/2022	ADT Fire & Security plc	BACS-23	429.65		Intruder alarm system
25/11/2022	Parkes Print & Design	BACS-24	1,067.00		Print of remembrance booklets
25/11/2022	Stevens Roofing Ltd	BACS-25	333.60		Roofing works Nov 22
25/11/2022	Rialtas Business Solutions Ltd	BACS-26	165.00		Tax digital for Vat annual sub
25/11/2022	John O'Conner (Grounds Mainten	BACS-27	2,868.00		Tree survey Chesnut Avenue
25/11/2022	RJ Warren Ltd	BACS-28	104,460.20		Deposit for play equipment 50%
25/11/2022	R & C Hyett	BACS-29	2,160.00		Cleaning OCH Oct 2022
25/11/2022	Colette Burgess	BACS-30	100.00		BSL Interpreter
25/11/2022	Wellers Law Group LLP	FP1	1,800.00		Purchase Ledger Payment
25/11/2022	AMF Services (Bedford) Ltd	FP2	1,954.80		Purchase Ledger Payment
25/11/2022	Lux Levels	FP4	200.00		Purchase Ledger Payment
25/11/2022	K Gorringe	FP	50.00		K Gorringe Dep refund
25/11/2022	L Turner	FP	50.00		L Turner Dep refund
25/11/2022	A Dennis	FP	10.00		A Dennis Grotto refund
25/11/2022	Sales Ledger	FP	37.50		Sales Ledger
28/11/2022	Node IT Solutions Ltd	DDR5	134.33		Keyboard and mouse
28/11/2022	Node IT Solutions Ltd	DDR6	138.00		Moving Tracii's PC & Screens
28/11/2022	Node IT Solutions Ltd	DDR7	223.20		mounting arms for monitors
28/11/2022	OPUS Energy (Corporate) Limite	DDR8	1,453.10		Stratton Fields- Changing Room
30/11/2022	F & R Cawley Ltd	FP9	628.68		Purchase Ledger Payment
Total Payments			144,365.30		



Biggleswade Transport Interchange



Construction works traffic management update - December 2022

Work is continuing to create the new transport interchange next to Biggleswade railway station.

As part of the safe construction of the scheme, there will be measures in place to manage traffic in the area. As work progresses through the construction phases of the project, the traffic management measures will need to change. The table below indicates when we expect the traffic management to be in place and what these will consist of.

We apologise for any inconvenience that this may cause. We will do our utmost to keep any disruption to a minimum while the construction works take place.

More information about the scheme and the Biggleswade Masterplan is available at www.centralbedfordshire.gov.uk/biggleswade

Timings	Traffic Management Information	Work Details
All Phases: Now until 31 st March, 2023	No waiting and restricted parking on Station Road from the railway station forecourt to 9 Station Road (both sides), and Saffron Road from the junction with Station Road to Biggleswade Town Council Offices.	<i>Working space for all on street works</i>
Phase 1: Interchange Area Now until 31 st March, 2023	Station Road carriageway lanes narrowed Restriction on parking and a no waiting order in place on Station Road to the junction with Saffron Road.	<i>Construction of the area adjacent to the interchange</i>
Phase 2: Station Road 9 th January to 13 th Feb, 2023	Palace Street reopens with a new road layout - right turn only at its exit. Saffron Road is closed at junction with Station Road. Diversion via Station Road, Bonds Lane and Foundry Lane	<i>Gully and drainage connections in the junction</i>
Phase 3: Station Road (Western side)	Closure of the Station Road footway opposite the new interchange.	<i>Replace kerbs and footway and eastern</i>

14 th February to 13 th March, 2023	The pedestrian route will be through the rear concourse of the new interchange.	<i>half of the zebra crossing</i>
Phase 4: Station Road (Eastern side) 14 th March to 24 th March, 2023	Closure of the footway from 13 Station Road to the railway station forecourt.	<i>Replace kerbs and footway and western half of the zebra crossing</i>
Phase 5: Resurfacing 14 th March to 24 th March, 2023	Full closure from 4 Station Road to the end of highway heading South. Closure of Palace Street from 10 Palace Street to the junction with Saffron Road. Closure of Saffron Road from the junction with Station Road to Biggleswade Town Council offices.	<i>Road resurfacing works</i>

Note: These dates provided are indicative and may be subject to change. We will provide updates if there are any alterations to the traffic management measures or their timings.

Closure of Saffron Road/Palace Street Diversion Plan

9th January to 13th February, 2023

