



Ref: Agenda/Council-13/10/2020

8th October 2020

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 13th October 2020 via Virtual access, Biggleswade** commencing at **7.00 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

Peter Tarrant
Town Clerk & Chief Executive

Distribution: All Town Councillors Bedfordshire Constabulary
Notice Boards (2) County Library, Biggleswade
Central Bedfordshire Council
The Editor, Biggleswade Today

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://zoom.us/webinar/register/WN_WjyFy6QNRmC_mZ1dG5bBMQ

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 – N/A**

6. **MEMBERS QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive the minutes of the Council Meeting held on **Tuesday 22nd September 2020** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. **MATTERS ARISING**

- a. Minutes of the Council Meeting held on **Tuesday 22nd September 2020**.

9. **PLANNING APPLICATIONS**

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

a. **CB/20/03340/ADV - Land East of London Road, Biggleswade, SG18 8QB**

3 x illuminated 'Lidl' signs (2.5 metres by 2.5 metres). 1 x illuminated flagpole sign (5.98 metres by 2.10 metres). 1 x column mounted poster display unit (2.22 metres by 1.70 metres). 2 x small wall mounted billboards (1.64 metres by 3.245 metres). 3 x large wall mounted billboards (6.30 metres by 3.25 metres) and 1 X direction sign (1.50 metres by 0.825 metres).

Previously on Council Agenda

CB/20/00479/FULL - London Road, Land East of London Road, Stratton Business Park on Council Agenda 25/02/2020 Erection of a Class A1 retail foodstore with associated car parking, accesses, landscaping, substation and associated engineering work. Outcome as **No Objection**.

b. **CB/20/00959/OUT - Land East of Biggleswade**

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.

Previously on Council Agenda

CB/20/00959/OUT - Biggleswade Road, Land East of Biggleswade on Council Agenda 28/04/2020. 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. Outcome as **No Objection** provided the following points are considered.1) Dunton Lane is upgraded. 2) The speed limit from Saxon Drive reduced from the current 60 mile per hour to 40 miles per hour. 3) The necessary facilities provided for pedestrian footpath and cyclist pathway. 4) Adequate access for Motorists to A1.

CB/20/00959/OUT Revised planning app - Biggleswade Road, Land East of Biggleswade on Council Agenda 11/08/2020. 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. Outcome as **No Objection** provided the following points are considered 1) Dunton Lane is upgraded. 2) The speed limit from Saxon Drive reduced from the current 60 mile per hour to 40 miles per hour. 3) The necessary facilities provided for pedestrian footpath and cyclist pathway. 4) Adequate access for Motorists to A1.

c. **CB/20/03247/FULL – 1 Milestones, Biggleswade, SG18 8PP**

Proposed Single Storey Rear Extension.

Correspondence has been received with amendments to this application. This application was previously on the Council Agenda 22/09/2020. An extension has been granted by CBC until 14th October 2020 for Consultees to provide comments.

Previously on Council Agenda

CB/20/03247/FULL-1 Milestones, Biggleswade, SG18 8PP on Council Agenda 22/09/2020 Outline application: Proposed single storey rear extension+Erection of 1.8M high fence with double gates. Outcome as **No Objection** subject to neighbours and any comments the neighbours may make are fully considered by CBC in their deliberations.

d. **CB/20/03402/FULL - 1 Mill Close, Biggleswade, SG18 8BQ**

Loft conversion with roof light and dormer to rear and front elevation.

10. ACCOUNTS

a. **Financial Administration**

For Members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 31/08/2020.
- ii. Summary Income and Expenditure by Committee 31/08/2020.
- iii. Detailed Income and Expenditure by Committee 31/08/2020.
- iv. Lloyds Bank Payment listing August 2020.

11. ITEMS FOR CONSIDERATION

a. **Council and Committee Meetings Dates**

The Assitant Town Clerk will provide a written report on the Council and Committee Meeting dates.

12. **ITEMS FOR INFORMATION**

a. **Public Notice – Temporary Prohibition of through traffic – Footpath Nos 30, 33 & 36**

A copy of the Notice is attached, as to be published in the Biggleswade Chronicle. Central Bedfordshire Councils intention is to make an Order for the temporary closure of the above Footpaths to enable resurfacing works to be carried out.

13. **PUBLIC OPEN SESSION**

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

Please register in advance for this webinar:

https://zoom.us/webinar/register/WN_WjyFy6QNRmC_mZ1dG5bBMQ

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

14. **EXEMPT ITEMS**

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

(15a. Hallam)

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



Ref: Agenda/Council-13/10/2020/Additional item

9th October 2020

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 13th October 2020 via Virtual access, Biggleswade** commencing at **7.00 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

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

Peter Tarrant
Town Clerk & Chief Executive

ADDITIONAL ITEM

9. PLANNING APPLICATIONS

e. CB/03566/FULL - 168 Drove Road, Biggleswade, SG18 0HP

Garage conversion and modification of roof structure to provide loft room/storage.

Previously on Council Agenda

CB/06/00774/FULL-168 Drove Road on Council Agenda 23/05/2006 Replacement garage & utility room. Single storey to side elevation. Single storey rear extension. Outcome as **No Objection**.



MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 22nd SEPTEMBER 2020
AT 7PM VIA ZOOM WEBINAR FUNCTION

PRESENT:

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

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

Members of Public – 8

Meeting Formalities:

Following a reminder to meeting attendees, both panel and public, that this is a formal meeting, the Mayor advised that members of the public will be given an opportunity to speak during public open session but not at other times. The meeting is being filmed and by being present attendees are deemed to have agreed 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 the individual. The Mayor asked everyone to mute their microphones when not speaking.

1. APOLOGIES FOR ABSENCE

None.

ABSENT WITHOUT APOLOGIES

None.

2. DECLARATIONS OF INTEREST

a. Disclosable Pecuniary interests in any agenda item

None.

b. **Non-Pecuniary interests in any agenda item**

14b – Cllr Strachan.

3. **TOWN MAYOR'S ANNOUNCEMENTS**

a. **Biggleswade Station: Network Rail Station upgrade**

Cllr Russell attended a meeting with Network Rail regarding the Station Access project. The project is on track but Network Rail is working on shortening the programme so that it is completed before winter 2022. A consultation with stakeholders will be held before the end of year. The next Rail Access Group meeting will be in January 2021. GTR said a feasibility study is underway for providing toilet facilities on the station and there will be some improvements to the front of the station shortly. GTR are concerned that current passenger numbers are currently between 20% and 25% of the normal passenger rates.

b. **Dan Albone Car Park**

Travellers set up camp at Dan Albone Car Park on 21st September. Officers dealt with this situation promptly and Cllr Russell extended thanks to the officers who dealt with this.

4. **PUBLIC OPEN SESSION**

The IT Administrator advised members of the public wishing to speak to use the “raise hand” function on screen.

None.

5. **INVITED SPEAKER**

None.

6. **MEMBERS' QUESTIONS**

None.

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

Members received the minutes of the Council Meeting held on **Tuesday 8th September 2020** as well as the exempt item minutes of the same date.

Page 3: Item 8c: It was agreed that “zebra crossing” be changed to “pedestrian crossing”.

Page 3: Item 8c: It was agreed to amend the wording relating to Stratton Way and Nursery Close to read “and Stratton Way at the beginning and end of the school day”.

Page 4: Item 9f: Land North of Biggleswade: Cllr G Fage expressed concern that the extract is not relevant to the development brief. It was agreed to remove all wording from “Councillors considered a draft letter” to “deliberately misleading”. What was asked was to simply refer to the previous objection.

Subject to these amendments, the minutes and exempt items were **APPROVED** as a true and accurate record.

8. MATTERS ARISING

Matters arising from the Minutes of the Town Council Meeting of 8th September 2020.

- a. **Page 2: Item 8a: Parking Orders:** The Town Clerk informed members he has not yet had a response from Central Bedfordshire Council. The Town Clerk will chase CBC for an update on this matter.

9. PLANNING APPLICATIONS

- a. **CB/20/03117/FULL – 5 Cedar Avenue, Biggleswade, SG18 0DE**

Proposed replacement of existing carport with an infill extension.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations. In addition, the Council is to ensure that their guidelines on the size of the proposed dwellings are complied with to eliminate detriment in respect of light and privacy of adjacent residents.

- b. **CB/20/03076/FULL – 12 Pople Road, Biggleswade, SG18 8GJ**

Two storey side extension and garage conversion.

It was **RESOLVED** that the Town Council **OBJECTS** to this planning application on the grounds of over development and the lack of off-street parking.

- c. **CB/20/03247/FULL – 1 Milestones, Biggleswade, SG18 8PP CB/20/03247/FULL**

Proposed Single Storey Rear Extension + Erection of 1.8M high fence with double gates.

Members commented on the lack of provision of drawings or photographs showing what the double gates will look like once installed and the impact this will have on neighbours.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided that all the neighbours are consulted and that they are aware of this planning application and any comments the neighbours may make are fully considered by CBC in their deliberations. In addition, the Council is to ensure that their guidelines on the size of the proposed dwellings are complied with to eliminate detriment in respect of light and privacy of adjacent residents.

10. ITEMS FOR CONSIDERATION

- a. **Online Meetings**

Members discussed the proposal of Committee meetings not being live streamed, recorded and published on social media.

It was **RESOLVED** that Committee and Town Council meetings would continue to be live streamed, recorded and published to social media.

11. ITEMS FOR INFORMATION

a. Public Notice – Temporary Prohibition of through traffic – Footpath Nos 30, 33 and 36

Cllr M Foster informed Members that the map on this notice was inaccurate. CBC's map displays that resurfacing work will be completed further along than Compton Mead, however, the program of works only specifies work up to Compton Mead.

Members felt that CBC should be encouraged to resurface Footpath 33 up to Walker's Mead (point D on the map) in the current scope of planned works, which is the natural point of access from Kings Reach. For the longer term, Members requested the remainder of Footpath 33 (up to Baden Powell Way) be resurfaced when funds become available.

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

- a) Ask for clarification of the full programme of works (as the map provided does not match the current programme of works);
- b) Ask CBC to amend the current programme of works to include resurfacing of Footpath 33 right up to Walker's Mead (Point D on the map) as this is the natural flow point from Kings Reach to Edward Peake School;
- c) Ask CBC to resurface the remainder of Footpath 33 from Walker's Mead to Baden Powell Way when funds become available.

b. Crime Statistics – August 2020

The Town Clerk informed members that Helen Calvert (BTC Administrator) and Amanda Cawthorn (Biggleswade Community Safety Group) have been working on presenting Members with a Crime Statistics Report in a format that Members asked for in the Council Meeting of 25th August 2020.

The contents of the report were **NOTED**.

Members agreed that this report format is easily understood, with statistical comparisons of year-on-year and month-on-month being useful. Members requested additional information or comparisons they would like included in future reports.

Members discussed current criminal activity and antisocial behaviour in Biggleswade and Members were invited to contact Cllr G Fage with any particular concerns, which will be included in the next Town Centre Management Meeting agenda.

12. 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.

a. Amanda Cawthorn – Biggleswade Community Safety Group

Ms Cawthorn advised Members that the data on the Crime Statistics Report can be manipulated to show the breakdown of criminal activity within wards and split the shoplifting statistics out to show trends across wards. Previously the Biggleswade Community Safety Group worked with

Police and Simon Newton (Town Centre Operations Manager) on Operation Woking and there is material that could be re-shared with local businesses on crime prevention.

b. **Councillor Hayley Whitaker – Central Bedfordshire Council Ward Councillor**

Cllr Whitaker has been contacted by residents around Brunel Drive about the play park under the Town Council's care. The park requires some landscape clearance and equipment review to ensure safe use of the facilities.

13. **EXEMPT ITEMS**

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.

14a. Draft BGW Letter to Shuttleworth

14b. Website Design Proposals

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

DRAFT

Development Management

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



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

Your Ref
Date 24 September 2020

Dear Mr Truppin,

Application No: CB/20/03247/FULL
Location: 1 Milestones, Biggleswade, SG18 8PP
Proposal: Proposed Single Storey Rear Extension .

I have received amendments to this application in respect of the above property.

Internal consultees should follow the consultee procedure available on the [intranet](#). Comments should be submitted by no later than 08 October 2020.

Ward Councillors and other external consultees can view this application by visiting <http://www.centralbedfordshire.gov.uk/planning-register> and entering the application reference 20/03247. Please provide any comments by no later than 08 October 2020.

For consultees unable to access documents via the website, please contact us to arrange access another way.

Consultee comments will be published to our website as they are received.

How coronavirus is affecting planning

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

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

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

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

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

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

https://www.centralbedfordshire.gov.uk/info/31/meetings/219/development_management_committee_meetings_and_agendas.

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

Yours sincerely,

Sarah Fortune
Planning Officer

21/09/2020

Biggleswade Town Council

16:19

Detailed Balance Sheet - Excluding Stock Movement**Month 5 Date 31/08/2020**

Page 1

<u>A/c</u>	<u>Description</u>	<u>Actual</u>		
		Asset Value	Depreciation	Net Value
	<u>Fixed Assets</u>			
1	OP'L F/H LAND & BUILDINGS	1,813,044	428,478	1,384,566
2	OP'L L/H LAND & BUILDINGS	9,095	0	9,095
21	VEHICLES & EQUIPMENT	792,859	456,288	336,571
41	INFRASTRUCTURE ASSETS	301,806	238,084	63,722
61	COMMUNITY ASSETS	15,380	0	15,380
	Total Fixed Assets	2,932,184	1,122,850	1,809,334
	<u>Current Assets</u>			
91	CAPITAL WORK IN PROGRESS	7,325		
100	DEBTORS - TOWN COUNCIL	9,636		
101	DEBTORS - ALLOTMENTS	65		
102	DEBTORS - PITCH HIRE	3,110		
103	DEBTORS - ORCHARD CENTRE	23,239		
105	VAT REFUNDS	11,419		
202	LLOYDS CURRENT BANK A/C	319,657		
204	LLOYDS SALARY A/C	14		
210	PETTY CASH	155		
212	CASH CHANGE FLOAT	24		
224	PUBLIC SECTOR DEPOSIT	400,000		
	Total Current Assets		774,644	
	<u>Current Liabilities</u>			
501	TRADE CREDITORS	30,021		
505	HALL DEPOSIT	300		
510	ACCRUALS	2,445		
525	ALLOTMENT DEPOSITS	3,250		
530	INC IN ADVANCE - COMMUTED	26,400		
537	SUNDRY CREDITORS	120		
	Total Current Liabilities		62,536	
	Net Current Assets			712,108
	Total Assets less Current Liabilities			2,521,442
	<u>Long Term Liabilities</u>			
401	PWLB LOANS	115,993		
430	LEASE CREDITOR (GROSS)	6,705		
435	LEASE CREDITOR (DEF'D INT)	(502)		
	Total Long Term Liabilities		122,197	
	Total Assets less Total Liabilities			2,399,246
	<u>Represented by :-</u>			
301	CURRENT YEAR FUND	96,686		
310	GENERAL RESERVE	134,400		
327	EMR TWINNING	500		
329	EMR DEPOT	1,500		
349	ROLLING CAPITAL FUND	471,697		
350	CAPITAL FINANCING RESERVE	1,360,416		
451	DEF'D GRANTS APPLIED	608,674		

Detailed Balance Sheet - Excluding Stock Movement

Month 5 Date 31/08/2020

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
452	DEF'D GRANTS W/BACK	(274,627)	
	Total Equity		<u>2,399,246</u>

21/09/2020

Biggleswade Town Council Item 10ii Summary Inc & Exp by Committee

16:20

Summary Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Committee Report

Page 1

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance & General Purposes								
101	B'SWADE MAGISTRATES COURT	Income	2,161	680	0	(680)		0.0%
		Expenditure	3,774	680	0	(680)	(680)	0.0%
	Movement to/(from) Gen Reserve		<u>(1,613)</u>	<u>0</u>				
108	GRANTS (INCL S137)	Expenditure	34,642	28,340	32,017	3,677	3,677	88.5%
109	CAPITAL EXPENDITURE	Income	0	6,020	0	(6,020)		0.0%
		Expenditure	120,359	82,193	120,200	38,007	38,007	68.4%
	Movement to/(from) Gen Reserve		<u>(120,359)</u>	<u>(76,173)</u>				
111	CORPORATE MANAGEMENT	Income	1,011,651	583,480	1,171,677	588,197		49.8%
		Expenditure	134,043	56,164	122,729	66,565	66,565	45.8%
	Movement to/(from) Gen Reserve		<u>877,608</u>	<u>527,316</u>				
112	DEMOCRATIC REP'N & MGMT	Income	6,950	0	0	0		0.0%
		Expenditure	192,733	80,038	187,376	107,338	107,338	42.7%
	Movement to/(from) Gen Reserve		<u>(185,783)</u>	<u>(80,038)</u>				
113	CIVIC ACTIVITIES & EXPENSES	Income	538	500	0	(500)		0.0%
		Expenditure	1,695	0	3,600	3,600	3,600	0.0%
	Movement to/(from) Gen Reserve		<u>(1,157)</u>	<u>500</u>				
115	ORCHARD COMMUNITY CENTRE	Income	51,091	(24)	50,250	50,274		0.0%
		Expenditure	88,022	30,535	105,942	75,407	75,407	28.8%
	Movement to/(from) Gen Reserve		<u>(36,931)</u>	<u>(30,559)</u>				
901	CENTRAL SERVICES	Expenditure	0	(0)	0	0	0	0.0%
	Finance & General Purposes Income		<u>1,072,390</u>	<u>590,656</u>	<u>1,221,927</u>	<u>631,271</u>		<u>48.3%</u>
	Expenditure		<u>575,267</u>	<u>277,950</u>	<u>571,864</u>	<u>293,914</u>	<u>0</u>	<u>48.6%</u>
	Movement to/(from) Gen Reserve		<u>497,122</u>	<u>312,707</u>				
Public Land & Open Spaces								
102	ALLOTMENTS	Income	6,521	1,172	6,600	5,428		17.8%
		Expenditure	1,474	414	2,015	1,601	1,601	20.5%
	Movement to/(from) Gen Reserve		<u>5,047</u>	<u>758</u>				
104	BURIAL GROUNDS	Income	15,289	8,633	17,300	8,667		49.9%
		Expenditure	103,204	32,515	104,123	71,608	71,608	31.2%
	Movement to/(from) Gen Reserve		<u>(87,915)</u>	<u>(23,882)</u>				
210	GENERAL	Expenditure	0	2,993	3,000	7	7	99.8%
212	RECREATION GROUNDS	Income	9,305	87	9,240	9,153		0.9%
		Expenditure	368,426	104,790	369,209	264,419	264,419	28.4%
	Movement to/(from) Gen Reserve		<u>(359,121)</u>	<u>(104,704)</u>				
902	WORKS SERVICES	Expenditure	1,500	0	0	0	0	0.0%

Continued over page

Summary Income & Expenditure by Budget Heading 31/08/2020

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Public Land & Open Spaces Income		31,114	9,891	33,140	23,249			29.8%
Expenditure		474,603	140,712	478,347	337,635	0	337,635	29.4%
Movement to/(from) Gen Reserve		<u>(443,489)</u>	<u>(130,821)</u>					
Town Centre Management								
103 STREET LIGHTS	Expenditure	10,302	1,753	0	(1,753)		(1,753)	0.0%
105 CAR PARKS	Income	55,920	2,947	53,000	50,053			5.6%
	Expenditure	99,844	39,102	94,732	55,630		55,630	41.3%
Movement to/(from) Gen Reserve		<u>(43,924)</u>	<u>(36,156)</u>					
106 MARKET	Income	12,213	843	13,400	12,557			6.3%
	Expenditure	33,616	13,879	32,623	18,744		18,744	42.5%
Movement to/(from) Gen Reserve		<u>(21,403)</u>	<u>(13,036)</u>					
107 TOWN CENTRE GENERAL	Income	702	0	0	0			0.0%
	Expenditure	100,352	25,061	119,141	94,080		94,080	21.0%
Movement to/(from) Gen Reserve		<u>(99,651)</u>	<u>(25,061)</u>					
110 PUBLIC CONVENIENCES	Expenditure	22,324	9,195	24,760	15,565		15,565	37.1%
Town Centre Management Income		68,834	3,790	66,400	62,610			5.7%
Expenditure		266,438	88,990	271,256	182,266	0	182,266	32.8%
Movement to/(from) Gen Reserve		<u>(197,604)</u>	<u>(85,200)</u>					
Grand Totals:- Income		1,172,338	604,337	1,321,467	717,130			45.7%
Expenditure		1,316,309	507,651	1,321,467	813,816	0	813,816	38.4%
Net Income over Expenditure		<u>(143,970)</u>	<u>96,686</u>	<u>0</u>	<u>(96,686)</u>			
Movement to/(from) Gen Reserve		<u>(143,970)</u>	<u>96,686</u>					

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Biggleswade Town Council

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Detailed Income & Expenditure by Budget Heading 31/08/2020

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Committee Report

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Finance & General Purposes</u>								
<u>101 B'SWADE MAGISTRATES COURT</u>								
1081 INC-RENT	2,161	680	0	(680)			0.0%	
B'SWADE MAGISTRATES COURT :- Income	2,161	680	0	(680)				0
4007 HEALTH & SAFETY	0	237	0	(237)		(237)	0.0%	
4011 RATES	14,313	5,400	11,960	6,561		6,561	45.1%	
4012 WATER RATES	560	304	500	196		196	60.7%	
4013 RENT	(37,147)	(16,274)	(34,760)	(18,486)		(18,486)	46.8%	
4014 ELECTRICITY	2,928	257	3,000	2,743		2,743	8.6%	
4015 GAS	1,652	781	2,000	1,219		1,219	39.1%	
4016 CLEANING COSTS	11,757	5,318	9,000	3,682		3,682	59.1%	
4029 OFFICE REFURBISHMENT	360	20	0	(20)		(20)	0.0%	
4036 PROPERTY MAINTENANCE	4,494	120	4,000	3,880		3,880	3.0%	
4042 EQUIPT MAINT/REPAIR	620	0	500	500		500	0.0%	
4067 PEST CONTROL	0	0	100	100		100	0.0%	
4104 REFUSE COLLECTION	1,161	275	1,000	725		725	27.5%	
4110 FIRE PRECAUTIONS	477	114	1,200	1,086		1,086	9.5%	
4134 SECURITY/CCTV	986	4,128	1,500	(2,628)		(2,628)	275.2%	
4790 DEFERRED GRANTS RELEASED	(2,593)	0	0	0		0	0.0%	
4999 DEPRECIATION CHARGED	4,206	0	0	0		0	0.0%	
B'SWADE MAGISTRATES COURT :- Indirect Expenditure	3,774	680	0	(680)	0	(680)		0
Net Income over Expenditure	(1,613)	0	0	0				
<u>108 GRANTS (INCL S137)</u>								
4261 GRANTS UNDER OTHER POWERS	23,392	16,840	20,767	3,927		3,927	81.1%	
4264 Community Agent Grant	11,250	11,500	11,250	(250)		(250)	102.2%	
GRANTS (INCL S137) :- Indirect Expenditure	34,642	28,340	32,017	3,677	0	3,677	88.5%	0
Net Expenditure	(34,642)	(28,340)	(32,017)	(3,677)				
<u>109 CAPITAL EXPENDITURE</u>								
1074 INC-DONATIONS	0	1,020	0	(1,020)			0.0%	
1077 INC-S106 GRANTS	0	5,000	0	(5,000)			0.0%	
CAPITAL EXPENDITURE :- Income	0	6,020	0	(6,020)				0
4053 LOAN INTEREST	5,879	2,755	5,383	2,628		2,628	51.2%	
4253 LEASE INTEREST REPAID	401	167	401	234		234	41.7%	
4802 CP - New Computer Installation	(0)	0	0	0		0	0.0%	

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4808 CP - Website Re-design	0	0	5,000	5,000		5,000	0.0%	
4842 CP - The Orchard Furniture & E	0	0	0	0		0	0.0%	
4843 CP - Street Furniture	0	1,020	0	(1,020)		(1,020)	0.0%	
4900 ROLLING CAPITAL FUND ALLOC'N	100,000	71,500	71,500	0		0	100.0%	
4979 NEW LOAN COSTS	0	0	28,500	28,500		28,500	0.0%	
4980 LOAN REPAYMENT	9,115	4,683	9,453	4,770		4,770	49.5%	
4981 TFR TO CFR NEW ASSETS	13,526	0	0	0		0	0.0%	
4982 LEASE CAPITAL REPAID	4,963	2,068	4,963	2,895		2,895	41.7%	
4990 ASSET FUNDING FROM RCP	(13,526)	0	(5,000)	(5,000)		(5,000)	0.0%	
CAPITAL EXPENDITURE :- Indirect Expenditure	120,359	82,193	120,200	38,007	0	38,007	68.4%	0
Net Income over Expenditure	(120,359)	(76,173)	(120,200)	(44,027)				
111 CORPORATE MANAGEMENT								
1076 PRECEPT RECEIVED	1,011,058	583,339	1,166,677	583,338			50.0%	
1096 INTEREST RECEIVED	593	141	5,000	4,859			2.8%	
CORPORATE MANAGEMENT :- Income	1,011,651	583,480	1,171,677	588,197			49.8%	0
4057 AUDIT FEES	3,735	445	3,720	3,275		3,275	12.0%	
4901 C.S. SALARY RECHARGE	70,888	19,345	63,456	44,111		44,111	30.5%	
4911 C.S. O'HEAD RECHARGE	59,420	36,374	55,553	19,179		19,179	65.5%	
CORPORATE MANAGEMENT :- Indirect Expenditure	134,043	56,164	122,729	66,565	0	66,565	45.8%	0
Net Income over Expenditure	877,608	527,316	1,048,948	521,632				
112 DEMOCRATIC REP'N & MGM'T								
1078 INC-MISC GRANTS	6,950	0	0	0			0.0%	
DEMOCRATIC REP'N & MGM'T :- Income	6,950	0	0	0				0
4024 SUBSCRIPTIONS	3,355	622	3,200	2,578		2,578	19.4%	
4026 COMPUTER	0	0	1,500	1,500		1,500	0.0%	
4082 NEIGHBOURHOOD PLAN	7,621	5,124	20,000	14,876		14,876	25.6%	
4135 ELECTION PROVISION	528	0	4,000	4,000		4,000	0.0%	
4790 DEFERRED GRANTS RELEASED	(1,806)	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	94,518	25,794	84,608	58,814		58,814	30.5%	
4911 C.S. O'HEAD RECHARGE	79,226	48,498	74,068	25,570		25,570	65.5%	
4999 DEPRECIATION CHARGED	9,292	0	0	0		0	0.0%	
DEMOCRATIC REP'N & MGM'T :- Indirect Expenditure	192,733	80,038	187,376	107,338	0	107,338	42.7%	0
Net Income over Expenditure	(185,783)	(80,038)	(187,376)	(107,338)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
113 CIVIC ACTIVITIES & EXPENSES								
1091 INC-MISCELLANEOUS	585	500	0	(500)			0.0%	
1300 INC-MAYORS CHARITY	(47)	0	0	0			0.0%	
CIVIC ACTIVITIES & EXPENSES :- Income	538	500	0	(500)				0
4008 STAFF TRAINING	290	0	500	500		500	0.0%	
4009 STAFF TRAVEL	0	0	500	500		500	0.0%	
4112 TOWN MAYOR'S ALLOW.	845	0	1,000	1,000		1,000	0.0%	
4166 TWINNING	0	0	1,000	1,000		1,000	0.0%	
4179 CIVIC FUNCTIONS	60	0	1,000	1,000		1,000	0.0%	
4180 CIVIC REGALIA REPAIRS ETC	0	0	100	100		100	0.0%	
4991 TRANSFER TO E/MARKED RESERVE	500	0	0	0		0	0.0%	
4992 TRANSFER FROM E/MARKED RESERVE	0	0	(500)	(500)		(500)	0.0%	
CIVIC ACTIVITIES & EXPENSES :- Indirect Expenditure	1,695	0	3,600	3,600	0	3,600		0
Net Income over Expenditure	(1,157)	500	(3,600)	(4,100)				
115 ORCHARD COMMUNITY CENTRE								
1077 INC-S106 GRANTS	800	0	0	0			0.0%	
1078 INC-MISC GRANTS	18,000	0	18,000	18,000			0.0%	
1081 INC-RENT	54	0	0	0			0.0%	
1082 INC-LETTINGS	32,014	(24)	32,000	32,024			(0.1%)	
1109 INC-COFFEE MACHINE	224	0	250	250			0.0%	
ORCHARD COMMUNITY CENTRE :- Income	51,091	(24)	50,250	50,274			0.0%	0
4001 STAFF SALARIES	53,589	20,135	54,599	34,464		34,464	36.9%	
4002 EMPLOYERS N.I	5,014	1,768	5,153	3,385		3,385	34.3%	
4003 EMPLOYERS SUPERANN.	12,754	4,993	13,540	8,547		8,547	36.9%	
4007 HEALTH & SAFETY	0	544	500	(44)		(44)	108.8%	
4009 STAFF TRAVEL	429	87	300	213		213	28.9%	
4011 RATES	0	0	5,500	5,500		5,500	0.0%	
4012 WATER RATES	789	200	450	250		250	44.6%	
4014 ELECTRICITY	4,231	308	10,000	9,693		9,693	3.1%	
4015 GAS	209	390	4,500	4,110		4,110	8.7%	
4016 CLEANING COSTS	4,795	1,440	4,500	3,060		3,060	32.0%	
4020 MISC. ESTABLISH.COST	9	13	500	487		487	2.5%	
4021 TELEPHONE & FAX	190	0	1,200	1,200		1,200	0.0%	
4026 COMPUTER	565	0	1,500	1,500		1,500	0.0%	
4032 PUBLICITY	0	0	500	500		500	0.0%	
4036 PROPERTY MAINTENANCE	2,089	0	1,000	1,000		1,000	0.0%	
4038 MAINTENANCE CONTRACT	4,005	657	1,500	843		843	43.8%	

	Actual Last Year	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	200	200		200	0.0%	
4081 Licences	309	0	300	300		300	0.0%	
4128 EQUIPMENT	60	0	200	200		200	0.0%	
4790 DEFERRED GRANTS RELEASED	(12,430)	0	0	0		0	0.0%	
4999 DEPRECIATION CHARGED	11,417	0	0	0		0	0.0%	
ORCHARD COMMUNITY CENTRE :- Indirect Expenditure	88,022	30,535	105,942	75,407	0	75,407	28.8%	0
Net Income over Expenditure	(36,931)	(30,559)	(55,692)	(25,133)				
901 CENTRAL SERVICES								
4001 STAFF SALARIES	186,172	49,815	193,197	143,382		143,382	25.8%	
4002 EMPLOYERS N.I	14,645	3,457	18,323	14,866		14,866	18.9%	
4003 EMPLOYERS SUPERANN.	35,477	11,212	47,915	36,703		36,703	23.4%	
4005 AGENCY STAFF	43,519	51,728	0	(51,728)		(51,728)	0.0%	
4007 HEALTH & SAFETY	0	39	2,500	2,461		2,461	1.6%	
4008 STAFF TRAINING	2,827	0	2,000	2,000		2,000	0.0%	
4009 STAFF TRAVEL	3,147	264	3,000	2,736		2,736	8.8%	
4010 MISC. STAFF COSTS	180	462	1,000	538		538	46.2%	
4013 RENT	37,147	16,274	34,760	18,486		18,486	46.8%	
4020 MISC. ESTABLISH.COST	137	0	250	250		250	0.0%	
4021 TELEPHONE & FAX	8,208	4,260	6,500	2,240		2,240	65.5%	
4022 POSTAGE	547	408	1,000	592		592	40.8%	
4023 STATIONERY	5,971	773	5,000	4,227		4,227	15.5%	
4025 INSURANCE	19,492	19,545	21,000	1,455		1,455	93.1%	
4026 COMPUTER	33,873	14,950	30,000	15,050		15,050	49.8%	
4027 PHOTOCOPIER	2,771	1,229	3,500	2,271		2,271	35.1%	
4031 ADVERTISING	0	550	400	(150)		(150)	137.5%	
4032 PUBLICITY	2,420	1,185	3,500	2,315		2,315	33.9%	
4042 EQUIPT MAINT/REPAIR	314	0	0	0		0	0.0%	
4051 BANK CHARGES	2,109	352	2,100	1,748		1,748	16.8%	
4056 LEGAL EXPENSES	1,850	0	1,220	1,220		1,220	0.0%	
4058 PROFESSIONAL FEES	12,030	4,136	2,000	(2,136)		(2,136)	206.8%	
4060 OFFICE EQUIPMENT	2,645	0	500	500		500	0.0%	
4073 PAYROLL BUREAU FEES	794	0	2,000	2,000		2,000	0.0%	
4074 ACCOUNTANCY FEES	15,693	5,090	15,000	9,910		9,910	33.9%	
4125 Misc Costs	86	0	30	30		30	0.0%	
4901 C.S. SALARY RECHARGE	(236,294)	(64,485)	(211,520)	(147,035)		(147,035)	30.5%	
4911 C.S. O'HEAD RECHARGE	(198,065)	(121,245)	(185,175)	(63,930)		(63,930)	65.5%	
4999 DEPRECIATION CHARGED	2,307	0	0	0		0	0.0%	
CENTRAL SERVICES :- Indirect Expenditure	0	(0)	0	0	0	0		0
Net Expenditure	0	0	0	(0)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Finance & General Purposes :- Income	1,072,390	590,656	1,221,927	631,271			48.3%	
Expenditure	575,267	277,950	571,864	293,914	0	293,914	48.6%	
Movement to/(from) Gen Reserve	<u>497,122</u>	<u>312,707</u>						
<u>Public Land & Open Spaces</u>								
<u>102 ALLOTMENTS</u>								
1087 INC-ALLOTMENTS	6,521	1,172	6,600	5,428			17.8%	
ALLOTMENTS :- Income	<u>6,521</u>	<u>1,172</u>	<u>6,600</u>	<u>5,428</u>			17.8%	0
4013 RENT	233	116	465	349		349	25.0%	
4037 GROUNDS MAINTENANCE	399	73	1,000	928		928	7.3%	
4067 PEST CONTROL	675	225	550	325		325	40.9%	
4999 DEPRECIATION CHARGED	167	0	0	0		0	0.0%	
ALLOTMENTS :- Indirect Expenditure	<u>1,474</u>	<u>414</u>	<u>2,015</u>	<u>1,601</u>	0	1,601	20.5%	0
Net Income over Expenditure	<u>5,047</u>	<u>758</u>	<u>4,585</u>	<u>3,827</u>				
<u>104 BURIAL GROUNDS</u>								
1084 INC-BURIAL FEES	14,453	8,633	17,000	8,367			50.8%	
1097 INC-MEMORIALS	836	0	300	300			0.0%	
BURIAL GROUNDS :- Income	<u>15,289</u>	<u>8,633</u>	<u>17,300</u>	<u>8,667</u>			49.9%	0
4011 RATES	4,702	1,839	4,800	2,961		2,961	38.3%	
4012 WATER RATES	80	40	150	110		110	26.6%	
4014 ELECTRICITY	2,868	8	150	142		142	5.3%	
4036 PROPERTY MAINTENANCE	1,088	0	2,000	2,000		2,000	0.0%	
4104 REFUSE COLLECTION	0	303	0	(303)		(303)	0.0%	
4110 FIRE PRECAUTIONS	368	0	500	500		500	0.0%	
4178 PATHS MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4901 C.S. SALARY RECHARGE	14,178	3,869	12,691	8,822		8,822	30.5%	
4902 W.S. SALARY RECHARGE	49,101	17,163	59,441	42,278		42,278	28.9%	
4911 C.S. O'HEAD RECHARGE	11,884	7,275	11,111	3,836		3,836	65.5%	
4912 W.S. O'HEAD RECHARGE	16,685	2,018	12,280	10,262		10,262	16.4%	
4999 DEPRECIATION CHARGED	2,250	0	0	0		0	0.0%	
BURIAL GROUNDS :- Indirect Expenditure	<u>103,204</u>	<u>32,515</u>	<u>104,123</u>	<u>71,608</u>	0	71,608	31.2%	0
Net Income over Expenditure	<u>(87,915)</u>	<u>(23,882)</u>	<u>(86,823)</u>	<u>(62,941)</u>				
<u>210 GENERAL</u>								
4064 ANNUAL HANGING BASKETS	0	2,993	3,000	7		7	99.8%	
GENERAL :- Indirect Expenditure	<u>0</u>	<u>2,993</u>	<u>3,000</u>	<u>7</u>	0	7	99.8%	0
Net Expenditure	<u>0</u>	<u>(2,993)</u>	<u>(3,000)</u>	<u>(7)</u>				

	Actual Last Year	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	2,600	0	0	0			0.0%	
1081 INC-RENT	4,521	87	5,240	5,153			1.7%	
1082 INC-LETTINGS	(202)	0	0	0			0.0%	
1083 INC-PITCH HIRE	2,385	0	4,000	4,000			0.0%	
RECREATION GROUNDS :- Income	<u>9,305</u>	<u>87</u>	<u>9,240</u>	<u>9,153</u>			0.9%	<u>0</u>
4011 RATES	4,468	1,748	4,565	2,817		2,817	38.3%	
4012 WATER RATES	2,430	561	11,000	10,439		10,439	5.1%	
4013 RENT	0	0	1	1		1	0.0%	
4014 ELECTRICITY	6,721	200	6,000	5,801		5,801	3.3%	
4016 CLEANING COSTS	98	0	400	400		400	0.0%	
4036 PROPERTY MAINTENANCE	0	0	5,000	5,000		5,000	0.0%	
4037 GROUNDS MAINTENANCE	1,151	0	2,500	2,500		2,500	0.0%	
4038 MAINTENANCE CONTRACT	7,896	3,282	6,500	3,218		3,218	50.5%	
4039 PLAY. EQUIP. MAINT.	2,057	0	3,000	3,000		3,000	0.0%	
4043 FENCING & GATES	157	0	1,000	1,000		1,000	0.0%	
4044 TREES & PLANTS	3,543	1,110	2,500	1,390		1,390	44.4%	
4067 PEST CONTROL	700	0	1,500	1,500		1,500	0.0%	
4100 FERT./SEEDS/WEEDKILL	174	41	2,000	1,959		1,959	2.0%	
4104 REFUSE COLLECTION	3,828	1,002	6,000	4,998		4,998	16.7%	
4110 FIRE PRECAUTIONS	753	0	750	750		750	0.0%	
4114 LITTER BINS	1,437	0	2,000	2,000		2,000	0.0%	
4139 GRASS CUTTING	4,236	0	0	0		0	0.0%	
4790 DEFERRED GRANTS RELEASED	(11,187)	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	37,807	10,318	33,843	23,525		23,525	30.5%	
4902 W.S. SALARY RECHARGE	171,855	60,070	208,042	147,972		147,972	28.9%	
4911 C.S. O'HEAD RECHARGE	31,691	19,399	29,628	10,229		10,229	65.5%	
4912 W.S. O'HEAD RECHARGE	58,398	7,061	42,980	35,919		35,919	16.4%	
4999 DEPRECIATION CHARGED	40,215	0	0	0		0	0.0%	
RECREATION GROUNDS :- Indirect Expenditure	<u>368,426</u>	<u>104,790</u>	<u>369,209</u>	<u>264,419</u>	<u>0</u>	<u>264,419</u>	28.4%	<u>0</u>
Net Income over Expenditure	<u>(359,121)</u>	<u>(104,704)</u>	<u>(359,969)</u>	<u>(255,265)</u>				
<u>902 WORKS SERVICES</u>								
4001 STAFF SALARIES	192,644	67,665	222,166	154,501		154,501	30.5%	
4002 EMPLOYERS N.I	17,059	5,650	19,939	14,289		14,289	28.3%	
4003 EMPLOYERS SUPERANN.	35,804	12,499	55,098	42,599		42,599	22.7%	
4007 HEALTH & SAFETY	503	182	500	318		318	36.4%	
4008 STAFF TRAINING	1,809	0	2,500	2,500		2,500	0.0%	
4009 STAFF TRAVEL	291	46	300	254		254	15.3%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4010 MISC. STAFF COSTS	0	0	300	300		300	0.0%	
4014 ELECTRICITY	5,507	(5,015)	200	5,215		5,215	(2507.4	
4025 INSURANCE	636	0	0	0		0	0.0%	
4036 PROPERTY MAINTENANCE	115	0	200	200		200	0.0%	
4041 EQUIPMENT HIRE	216	87	400	313		313	21.8%	
4042 EQUIPT MAINT/REPAIR	3,562	1,996	4,500	2,504		2,504	44.4%	
4046 VEHICLE LEASING	9,650	4,238	11,000	6,762		6,762	38.5%	
4047 MATERIALS/TOOLS	16,719	2,112	12,000	9,888		9,888	17.6%	
4048 VEHICLE MAINT/REPAIR	10,465	750	10,000	9,250		9,250	7.5%	
4049 VEHICLE FUEL	7,435	1,886	8,000	6,114		6,114	23.6%	
4050 VEHICLE TAX	455	510	500	(10)		(10)	102.0%	
4103 PROTECTIVE CLOTHING	2,636	1,851	2,500	649		649	74.0%	
4119 SKIP HIRE	2,981	1,128	3,000	1,872		1,872	37.6%	
4125 Misc Costs	16	0	0	0		0	0.0%	
4128 EQUIPMENT	442	316	500	184		184	63.2%	
4134 SECURITY/CCTV	0	0	2,000	2,000		2,000	0.0%	
4136 RENEWALS/REPLACEMENT	0	0	3,000	3,000		3,000	0.0%	
4790 DEFERRED GRANTS RELEASED	(2,536)	0	0	0		0	0.0%	
4902 W.S. SALARY RECHARGE	(245,507)	(85,814)	(297,203)	(211,389)		(211,389)	28.9%	
4912 W.S. O'HEAD RECHARGE	(83,425)	(10,088)	(61,400)	(51,312)		(51,312)	16.4%	
4991 TRANSFER TO E/MARKED RESERVE	1,500	0	0	0		0	0.0%	
4999 DEPRECIATION CHARGED	22,524	0	0	0		0	0.0%	
WORKS SERVICES :- Indirect Expenditure	1,500	0	0	0	0	0		0
Net Expenditure	(1,500)	0	0	0				

Public Land & Open Spaces :- Income	31,114	9,891	33,140	23,249			29.8%	
Expenditure	474,603	140,712	478,347	337,635	0	337,635	29.4%	
Movement to/(from) Gen Reserve	(443,489)	(130,821)						

Town Centre Management

103 STREET LIGHTS

4014 ELECTRICITY	10,302	1,753	0	(1,753)		(1,753)	0.0%	
STREET LIGHTS :- Indirect Expenditure	10,302	1,753	0	(1,753)	0	(1,753)		0
Net Expenditure	(10,302)	(1,753)	0	1,753				

105 CAR PARKS

1088 INC-CAR PARKING FEES	34,975	2,083	36,000	33,917			5.8%	
1089 INC - PARKING PERMITS WORK	11,722	377	11,000	10,623			3.4%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1099 INC-INSURANCE (CLAIM)	2,688	0	0	0			0.0%	
1189 INC-PARKING PERMITS RES	6,534	487	6,000	5,513			8.1%	
CAR PARKS :- Income	55,920	2,947	53,000	50,053			5.6%	0
4011 RATES	25,704	10,127	26,250	16,123		16,123	38.6%	
4014 ELECTRICITY	0	0	500	500		500	0.0%	
4021 TELEPHONE & FAX	0	0	600	600		600	0.0%	
4038 MAINTENANCE CONTRACT	10,322	4,880	7,500	2,620		2,620	65.1%	
4047 MATERIALS/TOOLS	2,025	0	2,000	2,000		2,000	0.0%	
4056 LEGAL EXPENSES	0	0	1,000	1,000		1,000	0.0%	
4092 Card Processing Fees	1,145	171	1,000	829		829	17.1%	
4108 SURFACE REPAIRS	0	0	3,000	3,000		3,000	0.0%	
4126 CAR PARK LEASE	29,000	16,345	29,001	12,656		12,656	56.4%	
4790 DEFERRED GRANTS RELEASED	(742)	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	3,544	967	3,173	2,206		2,206	30.5%	
4902 W.S. SALARY RECHARGE	12,275	4,291	14,860	10,569		10,569	28.9%	
4911 C.S. O'HEAD RECHARGE	2,971	1,819	2,778	959		959	65.5%	
4912 W.S. O'HEAD RECHARGE	4,171	504	3,070	2,566		2,566	16.4%	
4999 DEPRECIATION CHARGED	9,428	0	0	0		0	0.0%	
CAR PARKS :- Indirect Expenditure	99,844	39,102	94,732	55,630	0	55,630	41.3%	0
Net Income over Expenditure	(43,924)	(36,156)	(41,732)	(5,576)				
<u>106 MARKET</u>								
1085 INC-TUESDAY MARKET RENTS	2,250	0	2,900	2,900			0.0%	
1086 INC-SATURDAY MARKET RENTS	9,605	843	10,500	9,657			8.0%	
1091 INC-MISCELLANEOUS	357	0	0	0			0.0%	
MARKET :- Income	12,213	843	13,400	12,557			6.3%	0
4004 MARKET STAFF	4,959	1,942	5,250	3,308		3,308	37.0%	
4011 RATES	5,097	2,186	5,205	3,019		3,019	42.0%	
4012 WATER RATES	42	39	0	(39)		(39)	0.0%	
4014 ELECTRICITY	440	87	1,200	1,113		1,113	7.3%	
4032 PUBLICITY	343	338	550	212		212	61.5%	
4047 MATERIALS/TOOLS	218	0	250	250		250	0.0%	
4081 Licences	0	0	333	333		333	0.0%	
4901 C.S. SALARY RECHARGE	11,815	3,224	10,576	7,352		7,352	30.5%	
4911 C.S. O'HEAD RECHARGE	9,903	6,062	9,259	3,197		3,197	65.5%	
4999 DEPRECIATION CHARGED	800	0	0	0		0	0.0%	
MARKET :- Indirect Expenditure	33,616	13,879	32,623	18,744	0	18,744	42.5%	0
Net Income over Expenditure	(21,403)	(13,036)	(19,223)	(6,187)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
107 TOWN CENTRE GENERAL								
1145 INC-CHRISTMAS ACTIVITIES	702	0	0	0			0.0%	
TOWN CENTRE GENERAL :- Income	702	0	0	0				0
4001 STAFF SALARIES	24,799	10,333	26,050	15,717		15,717	39.7%	
4002 EMPLOYERS N.I	2,232	921	2,402	1,481		1,481	38.3%	
4003 EMPLOYERS SUPERANN.	5,902	2,563	6,458	3,895		3,895	39.7%	
4009 STAFF TRAVEL	499	0	250	250		250	0.0%	
4014 ELECTRICITY	7	0	0	0		0	0.0%	
4036 PROPERTY MAINTENANCE	194	150	1,000	850		850	15.0%	
4064 ANNUAL HANGING BASKETS	2,991	0	0	0		0	0.0%	
4116 WAR MEM & REM SERV	301	0	750	750		750	0.0%	
4117 CLOCK REPAIRS	0	0	350	350		350	0.0%	
4138 MARKET SQUARE EVENTS	0	1,963	15,000	13,037		13,037	13.1%	
4140 CHRISTMAS ACTIVITIES	6,413	0	7,000	7,000		7,000	0.0%	
4144 CCTV	14,833	1,550	18,000	16,450		16,450	8.6%	
4145 CHRISTMAS LIGHTS	18,660	0	18,000	18,000		18,000	0.0%	
4790 DEFERRED GRANTS RELEASED	(571)	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	3,544	967	3,173	2,206		2,206	30.5%	
4902 W.S. SALARY RECHARGE	12,275	4,291	14,860	10,569		10,569	28.9%	
4911 C.S. O'HEAD RECHARGE	2,971	1,819	2,778	959		959	65.5%	
4912 W.S. O'HEAD RECHARGE	4,171	504	3,070	2,566		2,566	16.4%	
4999 DEPRECIATION CHARGED	1,131	0	0	0		0	0.0%	
TOWN CENTRE GENERAL :- Indirect Expenditure	100,352	25,061	119,141	94,080	0	94,080	21.0%	0
Net Income over Expenditure	(99,651)	(25,061)	(119,141)	(94,080)				
110 PUBLIC CONVENIENCES								
4011 RATES	3,093	1,209	3,160	1,951		1,951	38.3%	
4012 WATER RATES	2,143	0	1,600	1,600		1,600	0.0%	
4014 ELECTRICITY	180	0	1,000	1,000		1,000	0.0%	
4036 PROPERTY MAINTENANCE	181	1,776	2,500	724		724	71.0%	
4038 MAINTENANCE CONTRACT	16,667	6,210	16,500	10,290		10,290	37.6%	
4999 DEPRECIATION CHARGED	60	0	0	0		0	0.0%	
PUBLIC CONVENIENCES :- Indirect Expenditure	22,324	9,195	24,760	15,565	0	15,565	37.1%	0
Net Expenditure	(22,324)	(9,195)	(24,760)	(15,565)				
Town Centre Management :- Income	68,834	3,790	66,400	62,610			5.7%	
Expenditure	266,438	88,990	271,256	182,266	0	182,266	32.8%	
Movement to/(from) Gen Reserve	(197,604)	(85,200)						

Detailed Income & Expenditure by Budget Heading 31/08/2020

Month No: 5

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,172,338	604,337	1,321,467	717,130			45.7%	
Expenditure	1,316,309	507,651	1,321,467	813,816	0	813,816	38.4%	
Net Income over Expenditure	<u>(143,970)</u>	<u>96,686</u>	<u>0</u>	<u>(96,686)</u>				
Movement to/(from) Gen Reserve	<u>(143,970)</u>	<u>96,686</u>						

Date: 21/09/2020

Biggleswade Town Council

Item 10aiv Payment Listing August 2020

Time: 16:20

Lloyds Current A/C

List of Payments made between 01/08/2020 and 31/08/2020

Page 1

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/08/2020	Bank charge payable	CHRG	45.33		Bank charge payable
03/08/2020	The right Fuelcard Company Lim	DD02	44.54		350-Motor fuel
04/08/2020	CoolerAid Ltd	201391	67.72		370-19L still bottle
04/08/2020	ABA Ltd	201392	108.86		346-Guard tube
04/08/2020	AMF Services (Bedford) Ltd	201393	381.82		349-Supply caps
04/08/2020	L. Bennett & Son Ltd	201394	163.98		351-Supply air blow gun + hose
04/08/2020	Rosetta Publishing Ltd	201395	258.00		371-Bed bulletin August
04/08/2020	Colin Ross Workwear & Safety	201396	623.17		360-Safety trousers
04/08/2020	Central Bedfordshire Council	201397	116.25		373-Kennel Farm Allot Qtrly
04/08/2020	Chubb Fire Ltd	201398	137.35		357-Fire alarm contract
04/08/2020	C Keeble	201399	825.50		353-Misc flowers
04/08/2020	Enterprise Personnel Ltd	201400	570.00		362-Temp admin
04/08/2020	Harrier Office Supplies Ltd	201401	179.74		372-Spray bleach + window clea
04/08/2020	HM Revenue & Customs	201402	6,434.12		397-PAYE/NI Due July 2020
04/08/2020	LGRC Associates Ltd	201403	13,929.12		369-Locum Clerk + Deputy July
04/08/2020	F D O'Dell & Sons Ltd	201404	377.00		396-Bowls Club-Comm Waste
04/08/2020	Peninsula Business Services Li	201405	32.40		365-EAP provision of services
04/08/2020	Bedfordshire Pension Fund	201406	7,467.64		398-Pension Due July 2020
04/08/2020	R & C Hyett	201407	1,125.00		366-Court house cleaning July
04/08/2020	STOTFOLD ENGINEERING CO LTD	201408	120.00		367-Wld repair mounting leg
04/08/2020	Turfcare Leisure Services Ltd	201409	690.47		368-Bowling green maint
04/08/2020	TFH Gazebos	201410	558.86		399-Extender light-LED
04/08/2020	Unison	201411	11.50		400-Union Due July 20
04/08/2020	ABA Ltd	201392	-108.86		Purchase Ledger Payment
05/08/2020	F & R Cawley Ltd	201412	620.64		356-Waste collection
05/08/2020	Hour Hands	201413	225.00		433-Attend grievance
05/08/2020	Staywell Occupational Health L	201414	450.00		432-Management Referral
05/08/2020	L Bryan	000311	187.50		L Bryan Refund Worker permit
05/08/2020	Central Beds Council	DD	14.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	14.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	29.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	77.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	77.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	91.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	175.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	222.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	273.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	294.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	308.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	329.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	343.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	350.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	434.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	952.00		Central Beds Cncl-Rates 20/21
05/08/2020	Central Beds Council	DD	1,134.00		Central Beds Cncl-Rates 20/21
10/08/2020	The right Fuelcard Company Lim	DD03	2.40		2682980/459/The right Fuelcard
11/08/2020	BNP Paribas Leasing	DDR	584.17		LN69 XVL leasing

Continued on Page 2

List of Payments made between 01/08/2020 and 31/08/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
11/08/2020	Node IT Solutions Ltd	DD04	75.99		P/Ledger Electronic Payment
11/08/2020	Node IT Solutions Ltd	DD05	211.20		5106/464/Node IT Solutions Ltd
11/08/2020	Node IT Solutions Ltd	DD06	2,827.37		5157/518/Node IT Solutions Ltd
13/08/2020	Lloyds Salary A/C	Tfr	25,350.00		Salaries A/C
17/08/2020	The right Fuelcard Company Lim	DD07	46.68		2687421/460/The right Fuelcard
17/08/2020	Shire Leasing Plc DDR	DD08	684.23		P/Ledger Electronic Payment
18/08/2020	ADT Fire & Security plc	201415	133.50		44935617-15/457/ADT Fire & Sec
18/08/2020	AMF Services (Bedford) Ltd	201416	109.88		23167/458/AMF Services (Bedfor
18/08/2020	Colin Ross Workwear & Safety	201417	655.60		26751/467/Colin Ross Workwear
18/08/2020	C Keeble	201418	73.65		0073274/454/C Keeble
18/08/2020	Deeping Direct Limited	201419	57.60		8324/444/Deeping Direct Limite
18/08/2020	GH Online Accounting Limited	201420	716.40		12971/445/GH Online Accounting
18/08/2020	Bedfordshire Growers Limited	201421	48.97		001/3072960/440/Bedfordshire G
18/08/2020	Herts CCTV Partnership Ltd	201422	3,364.92		410000622/462/Herts CCTV Part
18/08/2020	Henlow Building Supplies	201423	240.64		D0121371/453/Henlow Building S
18/08/2020	The Lion Press (Sandy) Ltd	201424	105.60		5303/472/The Lion Press (Sandy
18/08/2020	Biggleswade MOT Centre Ltd	201425	181.90		164484/441/Biggleswade MOT Cen
18/08/2020	Spaldings UK Limited	201426	96.00		SI-2588375/455/Spaldings UK Li
18/08/2020	Veolia Environmental Services	201427	77.11		SBO1129704/456/Veolia Environm
18/08/2020	British Telecommunications PLC	201428	501.75		M001LU/495/British Telecommuni
18/08/2020	Fuel Genie DDR	DD09	679.97		363-Motor fuel
18/08/2020	Urban Vision Refund	FP	-1,890.00		Urban Vision Refund
18/08/2020	Land registry Fee	DD	75.00		Land registry Fee
19/08/2020	Petty Cash	000313	324.37		Petty Cash
19/08/2020	Emma Woodfine	000312	50.00		Emma Woodfine Refund Allot hir
19/08/2020	Lloyds Salary A/C	Tfr	20.00		Salaries A/C
20/08/2020	Land Registry fee	DD	54.00		Land Registry fee
20/08/2020	Harrison Clark Ric	SO	8,000.00		Harrison Clark Ric
21/08/2020	AIB Merchant Services	DD10	26.38		310720.000007/439/AIB Merchant
24/08/2020	EE - DDR	DD11	381.71		V01784023812/461/EE - DDR
27/08/2020	Kubota Finance	Std Ord	536.40		Kubota Finance Leasing
27/08/2020	BNP Paribas	DD08	174.00		352-Kubota Aug
Total Payments			85,336.04		

BIGGLESWADE TOWN COUNCIL

Report to Full Council Meeting 13th October 2020

Council & Committee Meeting Dates

Implications of Recommendations

Corporate Strategy: None

Finance: None

Equality: None

Environment: None

Community Safety: None

Background

This report has been created following the decision of Council at the meeting held on 25th August 2020 to approve Council, Committee and Neighbourhood Plan Group meeting dates for the rest of the calendar year. Subsequently, a number of Members have indicated to the Town Clerk that the frequency of Council meetings should be looked at again and also carried forward to the Meetings Calendar for 2021.

Introduction

Historically, Full council meetings have been held on a twice monthly basis in order to ensure comments from the Town Council on planning applications are communicated to Central Bedfordshire Council (CBC) in good time. It has been confirmed by CBC Planning Officers that the response time for planning consultations is 28 days, so it would be possible to have Full Council on a four weekly cycle with confidence that comments will be received by CBC in good time.

Although not resolved at the 25th August 2020 meeting, mention was made about holding Standing Committees four times a year in future.

Rationalising the Meetings Calendar will free up staff time to progress actions and projects that will contribute to greater efficiency and build a firm foundation for the Council to progress into the future.

Summary

For the rest of the calendar year the proposals for Full Council are as follows:

13th October: should go ahead.

27th October: 2 weeks from 13th October, could be cancelled.

10th November: 4 weeks from 13th October, should go ahead.

24th November: 2 weeks from 10th November: could be cancelled but subject to comment below on 15th December meeting.

15th December: 5 weeks from 10th November, so more than 28 days. Suggest bringing forward to 8th December as the scheduled PLOS has already been cancelled

A revision of the calendar on the basis of these proposals is attached.

For calendar year 2021, meetings of Council will commence on 12th January 2021 and be scheduled on a four weekly cycle. The date for the Annual Assembly is rescheduled to the 20th April and the Annual Statutory Meeting of Council is now scheduled for 4th May. Four meetings of each Standing Committee are also planned.

Members are requested to note dates for the Biggleswade Joint Committee after the 21st January 2021 meeting are awaited and will be added. Also, dates for the Neighbourhood Planning Group meetings from May 2012 are dependent on the requirement to avoid clashes with CBC's Development Management Committee.

The 2021 Meeting Dates Schedule is attached.

Recommendations

Members to adopt the revised proposals for 2020 and the proposed Meetings Schedule for 2021. This new approach will be trialed in the first instance.

Members are further requested to note that, in future, it is proposed to move to publication of a Meetings Calendar on a Municipal Year basis.

Philip Truppin
Assistant Town Clerk



MEETING DATES FOR 2021



MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

DATES	TIME	MEETING	TIME	2 ND MEETING
2021				
NP Meetings 9.00 am				
5 th January				6 th January
12 th January	7.00 pm	Council		
19 th January	7.00 pm	Finance & General Purposes		20 th January
21 st January	2.30 pm	Biggleswade J C -via Zoom		
26 th January				
2 nd February	7.00 pm	Personnel		3 rd February
9 th February	7.00 pm	Council		
16 th February				17 th February
23 rd February	7.00 pm	Town Centre Management		
2 nd March				3 rd March
9 th March	7.00 pm	Council		
16 th March	7.00 pm	Public Land & Open Spaces		17 th March
23 rd March				
30 th March				31 st March
6 th April	7.00 pm	Council		
13 th April	7.00 pm	Finance & General Purposes		14 th April
20 th April	7.00 pm	Annual Assembly		
22 nd April	2.30 pm	Biggleswade J C		
27 th April				28 th April
4 th May	7:00 pm	Annual Statutory		
11 th May	7.00 pm	Personnel		12 th May
18 th May	7.00 pm	Town Centre Management		
25 th May				26 th May
1 st June	7.00 pm	Council		
8 th June	7.00 pm	Public Land & Open Spaces		
15 th June				
22 nd June				Dates TBA
29 th June	7.00 pm	Council		When CBC DMC meeting
6 th July				dates known
13 th July	7.00 pm	Finance and General Purposes		
15 th July	2.30 pm	Biggleswade J C		
20 th July				
27 th July	7.00 pm	Council		
3 rd August				
10 th August	7.00 pm	Personnel		
17 th August				
24 th August	7.00 pm	Council		
31 st August				
7 th September	7.00 pm	Town Centre Management		
14 th September				
21 st September	7.00pm	Council		
28 th September	7.00 pm	Public Lands & Open Spaces		
5 th October				
12 th October				

ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)

CENTRAL BEDFORDSHIRE COUNCIL

(BIGGLESWADE: PARTS OF FOOTPATH NOS 30, 33 AND 36)

(TEMPORARY PROHIBITION OF THROUGH TRAFFIC) ORDER 2020

Notice is hereby given that Central Bedfordshire Council have made an Order the effect of which will be to prohibit any person proceeding on foot along the following lengths of Footpath:

- i) Footpath No 30, Biggleswade which extends from Ordnance Survey Grid Reference (OS GR) TL 2003 4566 to OS GR TL 2041 4586
- ii) Footpath No 33, Biggleswade which extends from OS GR TL 1998 4530 to OS GR TL 2019 4541
- iii) Footpath No 36, Biggleswade which extends from OS GR TL 1994 4560 to OS GR TL 2008 4535

These temporary closures are required to enable resurfacing works to take place. The closures are expected to take place between 5 October 2020 and 31 October 2020. Each path will be closed at different times as per local signage.

The alternative routes for footpath users while the closures are in operation will be:

Footpath No 30: along Baden Powell Way, Footpath No 33, Footpath No 36 to an unaffected section of Footpath No 30 and vice versa

Footpath No 33: along Walker Mead, Evans Grove, Footpath No 35, Stratton Way onto an unaffected section of footpath No 33 and vice versa

Footpath No 36: along Footpath No 33, Stratton Way, Potton Road, Footpath No 30 and vice versa.

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 Order will come into operation on 5 October 2020 for a period not exceeding six months or until the works which it is proposed to carry out on or near to the footpaths 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 Dorrow, Tel: 0300 300 6906,

Christopher.dorrow@centralbedfordshire.gov.uk

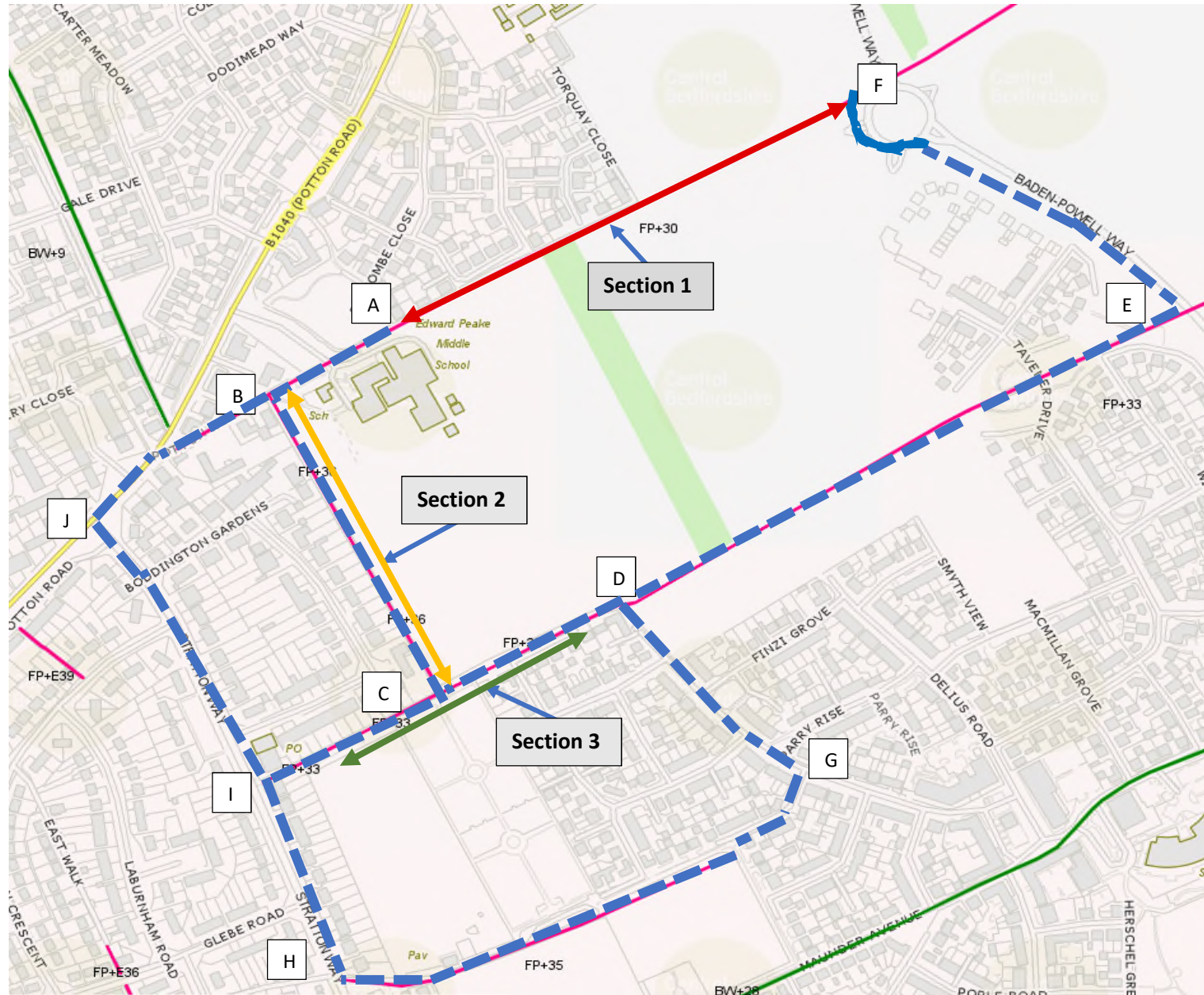
DATED 2 October 2020

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




PAUL MASON
Chief Highways Officer, Highways

Alternative routes during closures

Order of closure: Section 1 to close first. When section 1 complete, route will re-open and section 2 will close. When section 2 complete, route will re-open and section 3 will close. When section 3 complete all routes will be open and usable.



Key: Alternative routes

- Section 1  Use alternative route A-B-C-E-F
- Section 2  Use alternative route C-I-J-B
- Section 3  Use alternative route D-G-H-I