



Ref: Agenda/Council-12/05/2020

7<sup>th</sup> May 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 12<sup>th</sup> May 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 read 'Philip Trupp', written over a horizontal line.

Philip Trupp  
Acting Clerk

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\\_gP8Z\\_8\\_BTZykC5ZyCzCGaQ](https://zoom.us/webinar/register/WN_gP8Z_8_BTZykC5ZyCzCGaQ)**

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. **MEMBERS QUESTIONS**

6. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive the minutes of the Council Meeting held on **Tuesday 28<sup>th</sup> April 2020** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

7. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on Tuesday **28<sup>th</sup> April 2020**.

8. **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/20/01375/FULL - 40 Potton Road, Biggleswade, SG18 0DZ**  
Two storey side and rear extension.
- b. **CB/20/01322/FULL- 43 Maunder Avenue, Biggleswade, SG18 8GL**  
Single storey rear extension.
- c. **CB/20/01343/ADV - Building 3 (Phase4), Stratton Business Park, Pegasus Drive, Biggleswade, SG18 8UB**  
Advertisement: Building signage detailing business name to be placed on the West Elevation above main entrance. General site signage also included in application, as detailed in drawings.
- d. **CB/20/01309/FULL- 120 London Road, Biggleswade, SG18 8EL**  
First floor extension incorporating a loft conversion.
- e. **CB/20/01393/VOC -Land at the rear of 33 - 57 Shortmead Street, Biggleswade SG18 0AT**  
Variation to Condition 19 of Planning Permission CB/16/00181/FULL (Construction of 30 no. dwellings and associated road, demolition of commercial premises) Addition of working drawing for TH2 house type to approved plans RDC1034-TH2-200H.
- f. **CB/20/01012/RM - Land adjacent to Unit 2 (Plot 3 Phase 5) Juno Place Biggleswade SG18 8XP**  
Reserved Matters: following Outline planning permission CB/15/03078/OUT Erection of a single industrial unit (use Class B1, B2 7 B80 with associated parking and landscaping. All matters reserved except for Access). Approval is being sought for Layout, Appearance, Scale and Landscaping.
- g. **CB/20/01453/FULL - 4 London Road, Biggleswade, SG18 8EB**  
Change of use from A1 beautician (back to) C3 house residential dwelling (house only).
- h. **CB/20/01357/FULL - 162 Hitchin Street, Biggleswade, SG18 8BP**  
Single storey rear extension.

9. **ITEMS FOR CONSIDERATION**

a. **PUBLIC NOTICE – A00033 - High Street, Biggleswade**

**CENTRAL BEDFORDSHIRE COUNCIL PROPOSES TO INSTALL A PEDESTRIAN CROSSING ON HIGH STREET, BIGGLESWADE**

Notice is hereby given that Central Bedfordshire Council, in exercise of its powers under Section 23 of the Road Traffic Regulation Act 1984 and all other enabling powers, proposes to establish a Zebra crossing on High Street, Biggleswade. This proposal is part of a scheme to improve pedestrian and cycling facilities. A Zebra Crossing is proposed to be sited at the following location in Biggleswade: - High Street, crossing to begin at a point approximately 12 metres north west of the northern property boundary of No 2 London Road. Further Details may be viewed online at [www.centralbedfordshire.gov.uk/publicstatutorynotices](http://www.centralbedfordshire.gov.uk/publicstatutorynotices).

**Deadline for comment is 25 May 2020.**

b. **Biggleswade Train Station Access**

Councillors are advised that there has been further work on the options for the new access to the station and the revised drawings for options 4 and 5 are attached for consideration.

c. **Market future**

The National Association of British Market Authorities (NABMA) has written to ask for help in supporting our local market (s) and the markets industry in the UK at this critical time. Currently there are around 1150 regular traditional markets and over 40,000 micro business operating from these markets nationally. They are requesting that market authorities write to their local MP to highlight the difficulties at the present time.

Markets not only provide an essential retail offer but also many other important elements including culture, heritage and a wide social dimension. Markets are regarded as being one of the top twenty five issues in revitalising town centres.

The impact of the current Covid-19 virus is that, while some markets have been able to keep open a small number of stalls to support traders selling essential goods, the majority of market stalls throughout the country have been closed. NABMA recently undertook a survey of its members finding there is the potential disappearance of around 400 markets.

Councillors are asked to consider the request from NABMA.

d. **Land North of Biggleswade**

Councillors are invited to consider a response to an approach from the representatives of Hallam Land for a virtual meeting about the Development Brief for Land North of Biggleswade.

10. **ACCOUNTS**

a. **Financial Administration**

For Members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 29/02/2020.
- ii. Income and Expenditure by budget heading 29/02/2020.
- iii. NatWest Payment Listing to 29/02/2020.
- iv. Lloyds Bank Payment listing to 29/02/2020.

b. **ITEMS FOR INFORMATION**

a. **Car Park**

The Interim Deputy Clerk has instructed Solicitors to ascertain the position of the landlord on the renewal of the lease. The Interim Clerk will revert to Council when further details are available.

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.

**[https://zoom.us/webinar/register/WN\\_gP8Z\\_8\\_BTZykC5ZyCzCGaQ](https://zoom.us/webinar/register/WN_gP8Z_8_BTZykC5ZyCzCGaQ)**

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**.

13. **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.

**14a. Minutes of the 10 March 2020** (Will be circulated separately)

**14b. Recommendations & Resolutions from the Personnel Committee held 12 March 2020** (Will be circulated separately)

**14c. Other staffing matters:** Interim Clerk to give a verbal report

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



**MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING**  
**HELD ON TUESDAY 28 APRIL 2020**  
**AT 7PM VIA ZOOM WEBINAR FUNCTION**

**PRESENT:**

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

Mr P Truppin – Acting Town Clerk, Biggleswade Town Council  
Ms N Villa – Deputy Town Clerk, Biggleswade Town Council  
Mrs S van der Merwe – Meeting Administrator, Biggleswade Town Council

Members of Public – 26

**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 Mayor reminded all that when not speaking, please mute microphone and it would be impossible to hear if everyone speaks at once, please therefore speak one at a time. There is an IT Administrator who can mute or remove anyone who causes a nuisance. As this is a new way of working, the Mayor appealed for patience from all involved.

**A28/0401 1. APOLOGIES FOR ABSENCE**

Cllr M North and Cllr M Foster.

**ABSENT WITHOUT APOLOGIES**

None

**A28/0402 2. DECLARATIONS OF INTEREST**

A28/0402.1 a. Disclosable Pecuniary Interests in any agenda item: None

A28/0202.2 b. Non-pecuniary interests in any agenda item: None

**A28/0203 3. TOWN MAYOR'S ANNOUNCEMENTS**

**15 March 2020 – Central Bedfordshire Civic Service**

The Mayor was pleased to support the Chairman of Central Bedfordshire Council, Cllr. Brian Saunders, at his civic service at St. Mary's Church, Stotfold on Sunday, 15<sup>th</sup> March.

**A28/0404 4. PUBLIC OPEN SESSION**

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

**A28/0404.1 a. Ian Jemmett – Land East of Biggleswade Planning Application:**

Mr Jemmett stated he objected to any major developments currently happening in Biggleswade; to the timing of the application; to the loss of countryside and agricultural land and to the increase in traffic.

**A28/0404.2 b. Rosemary Vernon – Land East of Biggleswade Planning Application**

Ms Vernon objected to anything adding to the burden of noise and traffic pollution. She agreed with the previous speaker and pointed to the lack of infrastructure.

**A28/0404.3 c. Cllr Hayley Whitaker – Land East of Biggleswade Planning Application:**

Cllr Whitaker asked for three points to be considered: that Appendix 7 (including the Land East site) has been removed from the Local Plan; that the 5-year land supply is sufficient and the homes are not needed; and that Dunton Lane is not an appropriate access.

**A28/0405 5. MEMBERS QUESTIONS**

A28/0405.1 a. Cllr G Fage asked what further could be done about rough sleepers during the current Covid-19 crisis as they are a risk to both themselves and others. In particular, Cllrs L Fage and G Fage noted two homeless people of concern – based mainly at ASDA and Co-op.

Cllr M Russell supported contacting the Police – with current legislation in place they will be best placed to deal with the rough sleepers and ensuring they are housed within the government mandated guidelines of Covid-19 pandemic. The Mayor requested Cllr Strachan to liaise with the Police to take this matter forward.

A28/0405.2 b. Cllr M Knight noted the defibrillator near Century House beside the public toilets has gone missing for several weeks with a notice of "Awaiting Service" and asked when it had been removed and when it will be restored. The Acting Clerk advised that he had followed it up in the last 3 weeks and would continue to monitor the situation.

- A28/0405.3 c. Cllr R Pullinger requested an update from the Acting Clerk on access to the BTC Facebook page. The Acting Clerk advised that an official letter had been sent to Facebook, but he has not had any further feedback in the last 3 weeks.

**A28/0406 6. MINUTES AND RECOMMENDATIONS OF MEETINGS**

Members received the minutes of the Council Meeting held on **Tuesday 10<sup>th</sup> March 2020** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

The following amendments were proposed:

- Item B10/0301.1: Cllr J Woodhead advised he had emailed the Acting Town Clerk on 27 February 2020 that he would not be at the Council Meeting.
- Item B10/0311.1 a.: Street naming and numbering: Cllr G. Fage wanted it noted on a point of accuracy that the action was not for Cllr G Fage to bring the information to Council at the next meeting – it was purely for him to bring it to the attention of the Clerk, which he did shortly thereafter by email.

Subject to these amendments, the minutes were approved as a true and accurate record.

**A28/0407 7. MATTERS ARISING**

Members received the minutes on the Town Council Meeting held on **Tuesday 10<sup>th</sup> March 2020**.

- Item B10/0306.1: Cllr R Pullinger requested an update on any progress relating to parking orders. The Acting Clerk advised that all comments from the Council were sent to CBC on 11 March 2020 by email (to Marcel Coiffait, Director of Community Services). To date the Acting Clerk has not received any response. We will need to wait for the orders to be actioned by CBC and then go through the process.
- Item B10/0306.1: Cllr M Knight - Parking: Original proposed date to implement was 11 February 2020, once lockdown is relaxed this needs to be implemented in a timely fashion to facilitate businesses in town centre and would like this expedited.
- Item B10/0311.2: CBC Eagle Farm Investigation: Cllr D Strachan asked if CBC have issued the master plan on a single sheet on this matter. The Acting Clerk advised he could not recall seeing anything and agreed the Council need to know what the latest thinking is before we proceed with any other actions.
- Item B10/0311.4 D: Cllr R Pullinger advised the Biggleswade Scout Group's St. George's event (due 26 April 2020) was unfortunately cancelled due to the Covid-19 crisis. Cllr Pullinger would like to extend sincere thanks to the Town Council from the Scouts for agreeing for the event to go ahead and is

proposing the event go into the calendar next year April. The Scouts will approach the Council in the usual formal fashion for the next event.

**A28/0408 8. PLANNING APPLICATIONS**

**A28/0408.1 a. CB/20/00985/FULL - Land to rear of 33 Shortmead Street, Biggleswade, SG18 0AT**

Resubmission of planning permission CB/19/03921/FULL Convert existing workshop into two dwellings, with partial demolition of existing workshop and erection of detached barn cottage.

It was **RESOLVED** that the Town Council **OBJECT** to this planning application on the grounds of: 1) Overdevelopment of the site; 2) The access to Shortmead Street will be compromised; 3) The privacy of the neighbours will be compromised; 4) There is inadequate parking.

**A28/0408.2 b. CB/20/00959/OUT – Land East of Biggleswade Road**

Outline Application: seeking planning permission for up to 1,500 dwellings (use Class C3) and up to 1 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.

The developers already have outline planning permission for this site. This new application is for a change of access.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided that the following points are considered by CBC in their deliberations: 1) Dunton Lane should be upgraded; 2) the speed limit from Saxon Drive east to beyond the access should be 40 miles per hour; 3) adequate provision should be made for pedestrians and cyclists; 4) vehicular access to the A1 via Saxon Drive/London Road is already congested.

**A28/0408.3 c. CB/20/01037/TDM – The Grass Verge Adjacent to Winston Crescent, Biggleswade, SG18 0EZ**

Prior Approval application: Proposed installation of 15m monopole mast with three antennas, two 300mm dish antennas, two associated radio equipment cabinets, associated electricity meter cabinet and development work as required.

It was **RESOLVED** that the Town Council **OBJECT** to this planning application on the grounds of: 1. The width of the footpath would be reduced to below the minimum required under CBC Highways standards; 2. The mast is overbearing, too close to adjacent housing and would be a detriment to light and privacy. The site is unsuitable and an alternative needs to be found.



A28/0408.4 d. **CB/20/01120/LB- 15C Shortmead Street, Biggleswade, SG18 0AT**

Listed Building: Replacement of all of the existing timber-framed windows and the front door. Demolition of the existing non-original garden room to the rear of the property and construction of a new garden room extension, connected to the existing building by a contemporary glazed link.

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.

A28/0408.5 e. **CB/20/01119/FULL - 15C Shortmead Street, Biggleswade, SG18 0AT**

Replacement of all the existing timber-framed windows and the front door. Demolition of the existing non-original garden room to the rear of the property and construction of a new garden room extension, connected to the existing building by a contemporary glazed link.

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.

A28/0408.6 f. **CB/20/01278/FULL – 120 Drove Road, Biggleswade, SG18 0HJ**

Proposed loft conversion with rear dormers.

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.

A28/0408.7 g. **CB/20/01272/FULL – 5 Tate Drive, Biggleswade, SG18 8UD**

Single storey UPVC rear conservatory.

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.

**A28/0409 9 ITEMS FOR CONSIDERATION**

**A28/0409.1 a. Annual Meeting**

The Local Authorities and Police and Crime Panels (Coronavirus) Regulations 2020 suspend the requirement to hold an Annual Council Meeting in 2020 but permit a Council to hold one if it wishes. Where an appointment would otherwise be made or is required to be made at an Annual Meeting of a Local Authority, the appointment continues until the next annual meeting of the Authority or until such time as that authority may determine (Regulation 4 (2)). This would apply to the election of the chairman, the first business at the annual council meeting. Therefore, the current chairman and other appointments made at an Annual Meeting will remain in place until an Annual Meeting is held (possibly next year) unless the council decide to elect a replacement earlier. Members are, therefore, requested to consider whether the Council wishes to hold an Annual Meeting.

Members were advised that NALC had advised Councils to proceed with Annual Meetings unless there were good reasons not to. It was proposed that the Town Council keep its Annual Meeting in the calendar, but that it was appropriate to postpone it to 26 May to give time to get all documents and processes in place.

It was **RESOLVED** that the Annual Meeting should be postponed to 26<sup>th</sup> May 2020.

**A28/0409.2 b. Local Government Act 1985 Street Naming and Numbering Location: Stratton Business Park, London Road, Biggleswade Proposal: New Distribution Centre**

Correspondence from CBC the above application for Street Naming. The Developer D B Symmetry have proposed the Street Name: Symmetry Way.

It was **RESOLVED** that the Town Council objects to the use of commercial names for streets and therefore to "**Symmetry Way**".

The Town Council would like to continue reference to D-Day Beaches for streets in that area and as such **RESOLVED** that "**SWORD ROAD**" be allocated. If this street name has already been allocated elsewhere then an alternative proposal of "**GOLD ROAD**" is proposed.

It was suggested that the Town Council should review additional naming themes for future developments.

**A28/0409.3 c. Fairfield Cricket Ground**

Open Reach have requested permission to lay a cable around Fairfield Cricket ground to a communication tower.

Members discussed the need to understand the legal implications of the contract and access rights going forward. Members supported a need to defer this motion to give time for solicitors to review the contract and boundary lines. Proposals for access or maintenance fees will also form part of the review.

It was **RESOLVED** to defer this item pending a legal review, to be tabled once the solicitor's findings are returned.

A28/0409.4 d. **CEMETERIES**

Correspondence had been received from the Chief Executive of CBC with regard to cemeteries being made available during the Covid-19 crisis and the acceptance of burials from outside the parish.

It was **RESOLVED** that burials from outside the parish would be accepted for the period of the pandemic, with a review at the next Council Meeting dated 13 October (the next Council meeting after the Government mandated legislation pertaining to this issue is reviewed by Parliament on 26 September).

It was **RESOLVED** to waive the double fee for the duration of the pandemic for non-resident burials.

A28/0410 10 **ITEMS FOR INFORMATION**

A28/0410.1 a) **Planning Application Outcomes**

Members reviewed the report of the Planning Application Outcomes as at 24/03/2020 & 22/04/2020.

Concerns were raised that Bonds Lane is still showing as "awaiting decision" and it was suggested that the Acting Clerk write to CBC to find out what the delay is, given the Town Council's previous objections to this.

It was **RESOLVED** that the Acting Town Clerk would write to Central Bedfordshire Council requesting an update on the delay to this Planning Application.

A28/0410.2 b) **OPCC Newsletter – March 2020**

To receive a newsletter from the Office of the Police and Crime Commissioner.

Cllr D Strachan discussed the contents of the letter and confirmed that the Police and Crime Commissioner will remain in situ for the next year given the Covid-19 situation. Of particular note is the increase in the number of additional police on the Bedfordshire force over the last year.

Cllr F Foster felt that it would be nice to offer some support to the Commissioner given that she has done a good job and it is good that she is continuing in place for the next year. Cllr M Russell supported this suggestion given that the Commissioner would have had to put aside a number of personal plans to remain in her post.

It was **RESOLVED** that the Acting Clerk would write to the Police and Crime Commissioner extending our thanks for an excellent job and for staying on in the position given the current crisis to address the needs of the County and its residents.

A28/0410.3 c) **Grants**

Correspondence had been received from Link a Ride and The Avenue, thanking the Town Council for the grants awarded but have declining them due to changes in organisational circumstances. This was noted.

**A28/0411 11 PUBLIC OPEN SESSION**

- A28/0411.1 a. Cllr Whittaker spoke in support of the homelessness issues raised by Cllr Fage and about the work of CBC in this area. She asked the Town Council to work closely with CBC on this matter

The Town Council will take this forward as set out previously.

**A28/0412 12 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.

**None**

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

# PUBLIC NOTICE

## **CENTRAL BEDFORDSHIRE COUNCIL PROPOSES TO INSTALL A PEDESTRIAN CROSSING ON HIGH STREET, BIGGLESWADE**

Notice is hereby given that Central Bedfordshire Council, in exercise of its powers under Section 23 of the Road Traffic Regulation Act 1984 and all other enabling powers, proposes to establish a Zebra crossing on High Street, Biggleswade. This proposal is part of a scheme to improve pedestrian and cycling facilities.

### **A Zebra Crossing is proposed to be sited at the following location in Biggleswade:-**

High Street, crossing to begin at a point approximately 12 metres north west of the northern property boundary of No 2 London Road.

Further Details may be viewed online at [www.centralbedfordshire.gov.uk/publicstatutorynotices](http://www.centralbedfordshire.gov.uk/publicstatutorynotices).

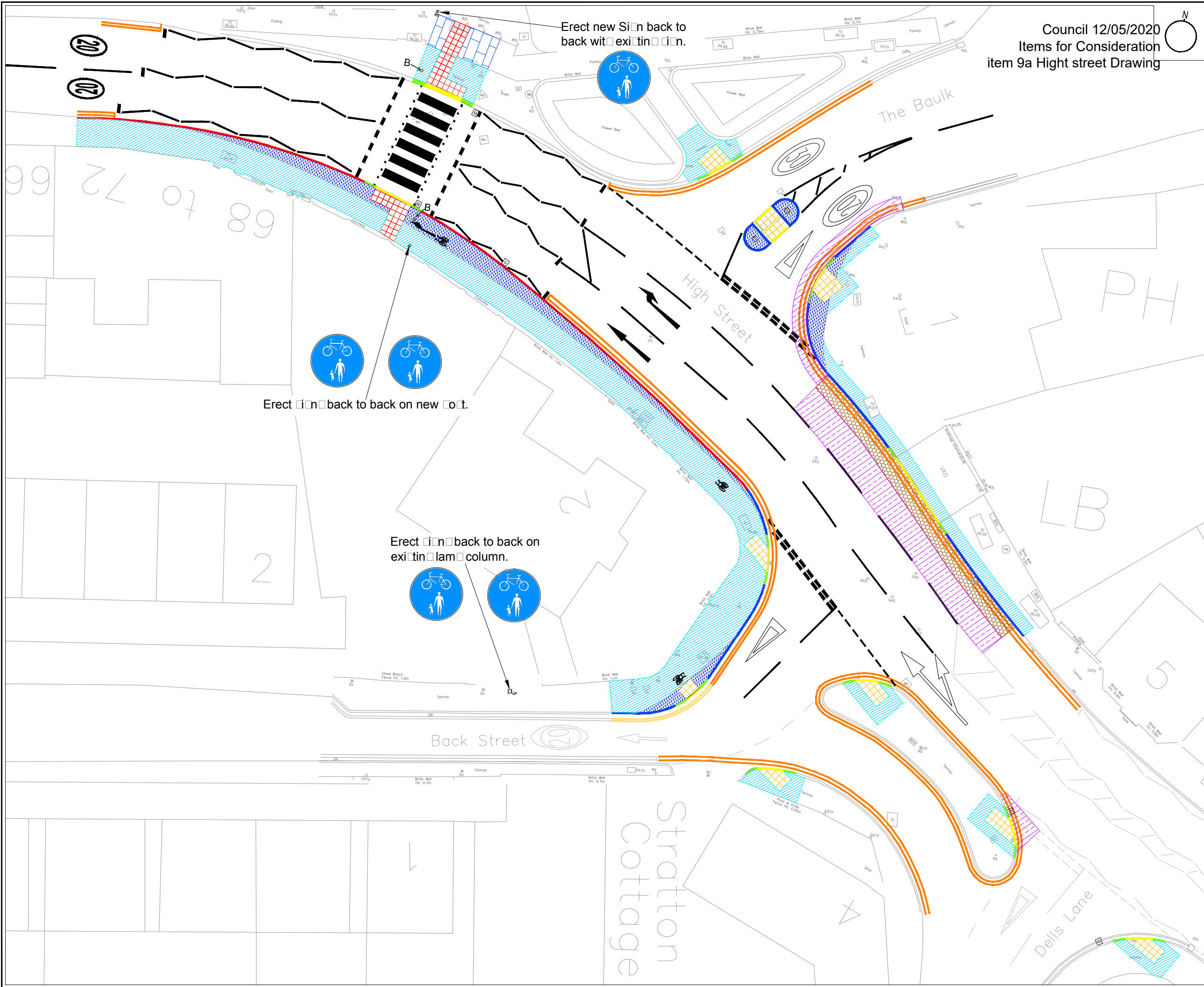
Comments should be sent in writing to the Traffic Management team at the address below or e-mail [traffic.consultation@centralbedfordshire.gov.uk](mailto:traffic.consultation@centralbedfordshire.gov.uk) by 10 April 2020.

Central Bedfordshire Council  
Priory House  
Chicksands  
Shefford SG17 5TQ

Marcel Coiffait  
Director of Community Services

20 March 2020

File location: \\ukrisz0000\CBC\6 Schemes\SCH019 - High Street Biggleswade\Stage 3A - Detailed Design\CAD - Detailed Design\Work area\CBC-220190-GA-001.dwg User: Elibon D'Maria Time: 06 February 2020 15:47:02



Council 12/05/2020  
Items for Consideration  
item 9a High street Drawing

**SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION**

In addition to the hazards/risks normally associated with the types of work detailed on this drawing, note the following:

CONSTRUCTION

MAINTENANCE / CLEANING

DECOMMISSIONING / DEMOLITION

It is assumed that all works will be carried out by a competent contractor working, where appropriate, to an approved method statement.

**KEY:**

- Existing footway resurfacing
- New footway build-out
- New carriageway construction
- Carriageway resurfacing
- Existing Pavings to be relaid
- New Buff Blister Paving
- New Red Blister Paving
- New Half Battered Kerbs
- New Transition Kerbs
- New Dropped Kerbs
- Relaid Stone Kerbs
- New Road Marking
- New double primrose line (DPL) to diag. 1018.1
- Double yellow lines (DYL) to be refreshed
- New D400 Trapped Gully
- Belisher Beacon with supplementary lighting

C	05/02/20	AMENDED AFTER CLIENT COMMENT	EDM	DL	SJOH
B	19/12/19	Gullies added	MH	PAS	DL
A	21/11/19	HFS removed	SM	PAS	SP
REV	REV. DATE	PURPOSE OF REVISION	DRAWN	CHKD	APPRVD
Drawn:	MH	Date:	01/11/19		
Design:	PAS	Date:	01/11/19		
Checked:	DK	Date:	01/11/19		
Approved:	SP	Date:	01/11/19		

**RINGWAY JACOBS**  
Integrated expertise

Central Bedfordshire

Project: HIGH STREET CROSSING, BIGGLESWADE

Drawing Title: GENERAL ARRANGEMENT SHEET 001 OF 001

Drawing Status: DETAILED DESIGN

Scale: 1:250 @ A3 DO NOT SCALE

Ringway Jacobs No. Client No. Drawing Number: CBC-220190-GA-001 Rev C

This drawing is not to be used in whole or part other than for the intended purpose and project as defined on this drawing. Refer to the contract for full terms and conditions.

From: Nishil Parmar <Sent: 28 April 2020 17:45

To: Philip Truppin <

Subject: RE: High St, Biggleswade - A00033 Reference Code

Hi Philip,

Please return all responses by 25th May (two weeks prior to the TMM of 9th June).

Regards,

Nishil Parmar MEng CEng MICE

Senior Project Manager

Highways Team (Section 106)

From: Philip Truppin < Sent: 28 April 2020 16:30

To: Nishil Parmar <> Subject: RE: High St, Biggleswade - A00033 Reference Code

That's great thank you.

Could you please now confirm the new deadline date for comment thanks

Philip

Philip Truppin

Acting Town Clerk

Biggleswade Town Council

The Old Court House, 4 Saffron Road, Biggleswade, SG18 8DL

From: Nishil Parmar <Sent: 28 April 2020 14:33

To: Philip Truppin <

Subject: RE: High St, Biggleswade - A00033 Reference Code

Hi Philip,

That was the previous public notice date. I have sent again as at the TMM today there were no responses and the decision was made to defer for one further cycle of TMM. In that case we will not change the public notice or reconsult but extend the consultation period through Councillors and the website.

Regards,

Nishil Parmar MEng CEng MICE

Senior Project Manager

From: Philip Truppin < Sent: 28 April 2020 14:16

To: Nishil Parmar <

RE: High St, Biggleswade - A00033 Reference Code

Good afternoon Nishil

I am confused by this as the notice says comments should be sent in writing to the Traffic Management Team by 10 April 2020. Has that date been revised?

Kind regards

Philip Truppin

Acting Town Clerk

Biggleswade Town Council

The Old Court House, 4 Saffron Road, Biggleswade, SG18 8DL

From: Nishil Parmar <k> Sent: 28 April 2020 11:47

Cc: DG-Enquiries <e>; Philip Truppin

Hi All,

High St, Biggleswade – A00033

Please see the attached Public Notice and the Scheme Design Drawing.

As this scheme has been deferred to the next TMM, we will provide an updated TMM report. All responses until then will need to follow the Council process this is explained in the public notice (Ref No – A00033 High Street, Biggleswade).

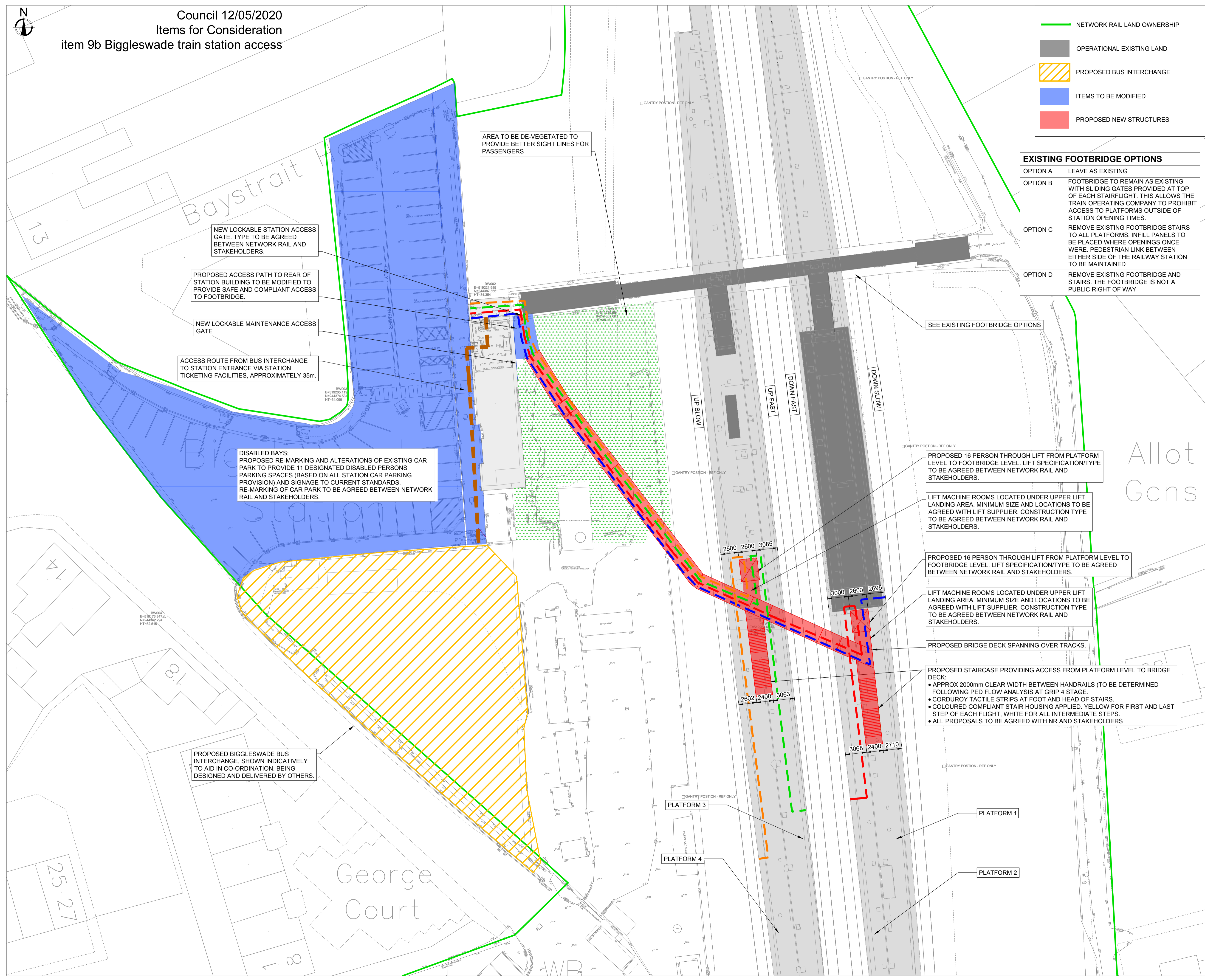
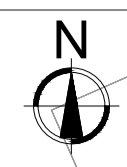
Regards,

Nishil Parmar MEng CEng MICE

Senior Project Manager

Highways Team (Section 106)





**LEGEND/NOTES**

- 1. ALL DIMENSIONS IN MILLIMETRES UNLESS NOTED OTHERWISE.
- 2. THE TOPOGRAPHICAL INFORMATION FOR THIS DRAWING HAS BEEN PROVIDED BY 'BRIDGEWAY CONSULTING LIMITED' ON DRAWING NUMBER 168248-NRD-ECM1-BIW-DRG-000003
- 3. ALL VALUES ARE DISPLAYED IN MILLIMETRES.
- 4. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DOCUMENTS, INCLUDING:-

**DOCUMENTS**

168248-NRD-ECM1-BIW-OSR-ECV-000001

**DRAWINGS LIST**

REFER TO COMPLETE LIST SHOWN ON DRAWINGS:  
168248-NRD-ECM1-BIW-DRG-000001

5. **DRAWING LEGEND**

ACCESS MEASURED IN METRES, FROM THE STATION BUILDING ENTRANCE TO THE ESTIMATED CENTRE OF THE OPERATIONAL PLATFORM LENGTH OF PLATFORMS 1, 2, 3 & 4.

PROPOSED STEP-FREE ACCESS TO PLATFORM 1 = 95m

PROPOSED STEP-FREE ACCESS TO PLATFORM 2 = 119m

PROPOSED STEP-FREE ACCESS TO PLATFORM 3 = 112m

PROPOSED STEP-FREE ACCESS TO PLATFORM 4 = 116m

PASSENGERS ARRIVING AT THE BUS INTERCHANGE WILL TRAVEL AN ADDITIONAL 54m TO THE ABOVE FIGURES

**PLATFORM 1 - TOTAL OPERATIONAL PLATFORM LENGTH APPROX. = 246m**

**PLATFORM 2 - TOTAL OPERATIONAL PLATFORM LENGTH APPROX. = 245m**

**PLATFORM 3 - TOTAL OPERATIONAL PLATFORM LENGTH APPROX. = 245M**

**PLATFORM 4 - TOTAL OPERATIONAL PLATFORM LENGTH APPROX. = 255M**

0 4 8 12 16 20m  
SCALE 1:200

PO2	07.04.20	UPDATED FOLLOWING STAKEHOLDER REVIEW	HB	SP	SP
PO1	28.01.20	FIRST ISSUE	GB	PB	SP
REV	DATE	DESCRIPTION OF REVISIONS	DRAWN	CHKD	APPRD

**EXISTING FOOTBRIDGE OPTIONS**

OPTION A	LEAVE AS EXISTING
OPTION B	FOOTBRIDGE TO REMAIN AS EXISTING WITH SLIDING GATES PROVIDED AT TOP OF EACH STAIRFLIGHT. THIS ALLOWS THE TRAIN OPERATING COMPANY TO PROHIBIT ACCESS TO PLATFORMS OUTSIDE OF STATION OPENING TIMES.
OPTION C	REMOVE EXISTING FOOTBRIDGE STAIRS TO ALL PLATFORMS. INFILL PANELS TO BE PLACED WHERE OPENINGS ONCE WERE. PEDESTRIAN LINK BETWEEN EITHER SIDE OF THE RAILWAY STATION TO BE MAINTAINED
OPTION D	REMOVE EXISTING FOOTBRIDGE AND STAIRS. THE FOOTBRIDGE IS NOT A PUBLIC RIGHT OF WAY

**SAFETY HEALTH AND ENVIRONMENTAL INFORMATION**

THE HAZARDS AND RISKS ASSOCIATED WITH THE WORKS SHOWN ON THIS DRAWING AND DESCRIBED IN THE SCHEDULE OF WORKS ARE CONSIDERED TO BE WITHIN THE REASONABLE, NORMAL AND ACCEPTABLE LIMITS FOR GENERAL BUILDING AND MAINTENANCE WORKS. PLEASE REFER TO DESIGNER RISK ASSESSMENT DOCUMENT REF:

STATUS	SUITABILITY CODE
OPTION SELECTION	



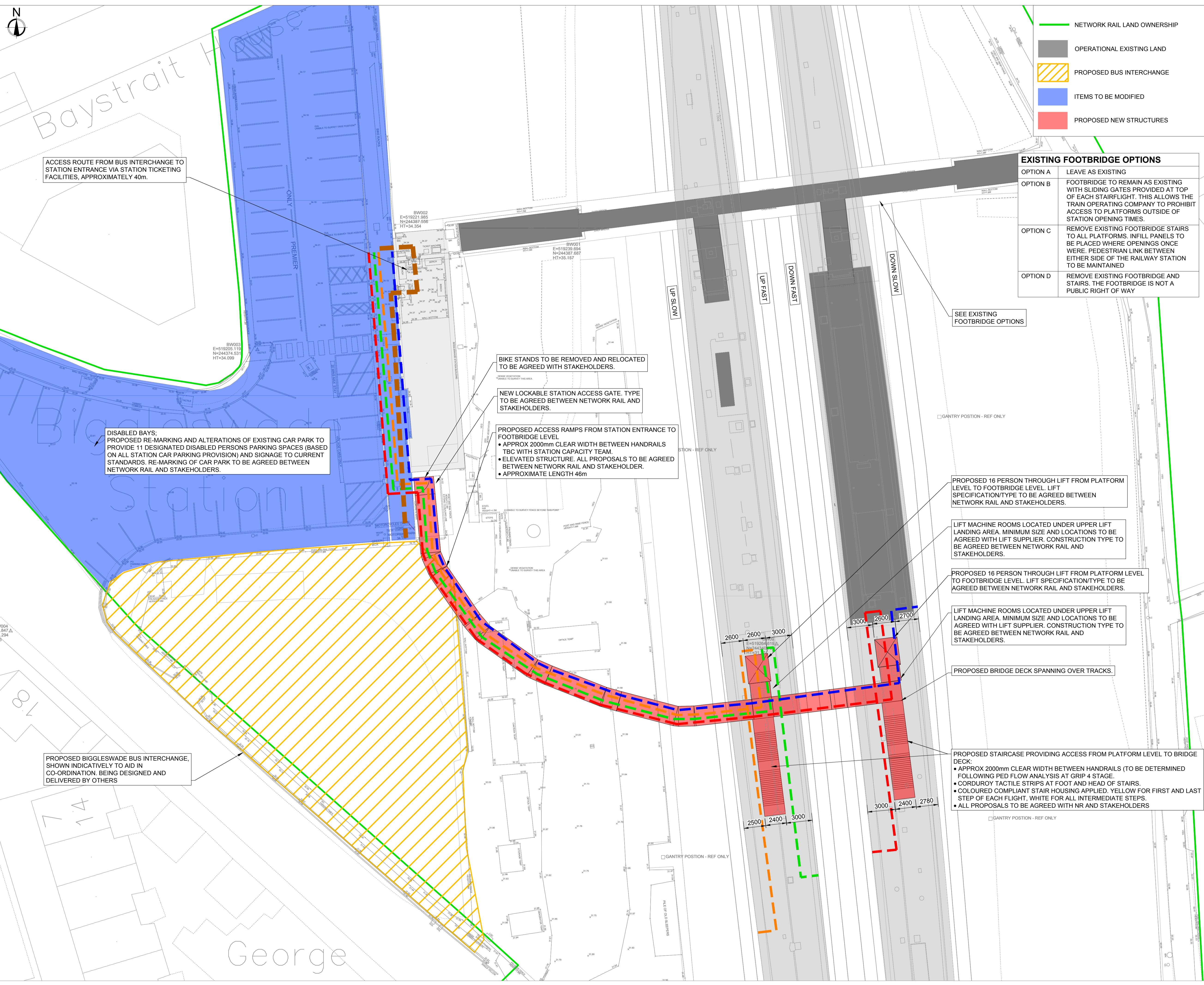
York I.C.C. Leeman Road, York, YO26 4ZD  
Tel: 033 085 49683 Web: www.networkrail.co.uk

**PROJECT :**  
BIGGLESWADE STATION  
ACCESS FOR ALL  
GRIP 3

**DRAWING TITLE :**  
OPTION 4  
PROPOSED SKEWED FOOTBRIDGE TO  
SOUTH OF EXISTING PLATFORM BUILDING

DESIGNED	P. BENNETT	SIGNED		DATE	07.04.20
DRAWN	H. BRADBURY	SIGNED		DATE	07.04.20
CHECKED	S. PARKER	SIGNED		DATE	07.04.20
APPROVED	S. PARKER	SIGNED		DATE	07.04.20

SCALE (B1 AT SHEET SIZE = B1 x B4)	ELR	MILEAGE	41.0286
1:200	ECM1		
DRAWING NUMBER	168248-NRD-ECM1-BIW-DRG-000008	REVISION	P02



- NETWORK RAIL LAND OWNERSHIP
- OPERATIONAL EXISTING LAND
- PROPOSED BUS INTERCHANGE
- ITEMS TO BE MODIFIED
- PROPOSED NEW STRUCTURES

EXISTING FOOTBRIDGE OPTIONS	
OPTION A	LEAVE AS EXISTING
OPTION B	FOOTBRIDGE TO REMAIN AS EXISTING WITH SLIDING GATES PROVIDED AT TOP OF EACH STAIRFLIGHT. THIS ALLOWS THE TRAIN OPERATING COMPANY TO PROHIBIT ACCESS TO PLATFORMS OUTSIDE OF STATION OPENING TIMES.
OPTION C	REMOVE EXISTING FOOTBRIDGE STAIRS TO ALL PLATFORMS. INFILL PANELS TO BE PLACED WHERE OPENINGS ONCE WERE. PEDESTRIAN LINK BETWEEN EITHER SIDE OF THE RAILWAY STATION TO BE MAINTAINED
OPTION D	REMOVE EXISTING FOOTBRIDGE AND STAIRS. THE FOOTBRIDGE IS NOT A PUBLIC RIGHT OF WAY

- LEGEND/NOTES**
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  - THE TOPOGRAPHICAL INFORMATION FOR THIS DRAWING HAS BEEN PROVIDED BY 'BRIDGEWAY CONSULTING LIMITED' ON DRAWING NUMBER 168248-NRD-ECM1-BIW-DRG-000003
  - ALL VALUES ARE DISPLAYED IN MILLIMETRES.
  - THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DOCUMENTS, INCLUDING:-

**DOCUMENTS**

168248-NRD-ECM1-BIW-OSR-ECV-000001

**DRAWINGS LIST**

REFER TO COMPLETE LIST SHOWN ON DRAWINGS:  
168248-NRD-ECM1-BIW-DRG-000001

- DRAWING LEGEND**

ACCESS MEASURED IN METRES, FROM THE STATION BUILDING ENTRANCE TO THE ESTIMATED CENTRE OF THE OPERATIONAL PLATFORM LENGTH OF PLATFORMS 1, 2, 3 & 4.

PROPOSED STEP-FREE ACCESS TO PLATFORM 1 = 109m —

PROPOSED STEP-FREE ACCESS TO PLATFORM 2 = 142m —

PROPOSED STEP-FREE ACCESS TO PLATFORM 3 = 122m —

PROPOSED STEP-FREE ACCESS TO PLATFORM 4 = 125m —

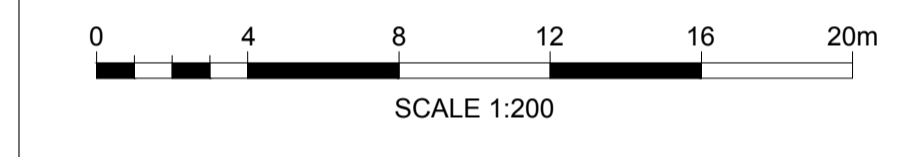
PASSENGERS ARRIVING AT THE BUS INTERCHANGE WILL TRAVEL AN ADDITIONAL 56m TO THE ABOVE FIGURES

**PLATFORM 1 - TOTAL OPERATIONAL PLATFORM LENGTH APPROX. = 246m**

**PLATFORM 2 - TOTAL OPERATIONAL PLATFORM LENGTH APPROX. = 246m**

**PLATFORM 3 - TOTAL OPERATIONAL PLATFORM LENGTH APPROX. = 245m**

**PLATFORM 4 - TOTAL OPERATIONAL PLATFORM LENGTH APPROX. = 255m**



PO	DATE	DESCRIPTION OF REVISIONS	DRAWN	CHKD	APPRD
P02	07.04.20	UPDATED FOLLOWING STAKEHOLDER REVIEW	HB	SP	SP
P01	28.01.20	FIRST ISSUE	GB	PB	SP

**SAFETY HEALTH AND ENVIRONMENTAL INFORMATION**

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STATUS	SUITABILITY CODE
OPTION SELECTION	



York I.C.C. Leeman Road, York, YO26 4ZD  
Tel: 033 085 49683 Web: www.networkrail.co.uk

**PROJECT :**

**BIGGLESWADE STATION ACCESS FOR ALL GRIP 3**

**DRAWING TITLE :**

**OPTION 5 - PROPOSED FOOTBRIDGE SOUTH OF PLATFORM BUILDING WITH ACCESS SOUTH OF STATION BUILDING**

DESIGNED	P. BENNETT	SIGNED		DATE	07.04.20
DRAWN	H. BRADBURY	SIGNED		DATE	07.04.20
CHECKED	S. PARKER	SIGNED		DATE	07.04.20
APPROVED	S. PARKER	SIGNED		DATE	07.04.20

SCALE (B1 AT SHEET SIZE = A1 x 84)	ELR	MILEAGE	REVISION
1:200	ECM1	41.0286	P02

A/c	Description	Actual		
	<i>Fixed Assets</i>	Asset Value	Depreciation	Net Value
1	OP'L F/H LAND & BUILDINGS	1,813,044	400,299	1,412,745
2	OP'L L/H LAND & BUILDINGS	9,095	0	9,095
21	VEHICLES & EQUIPMENT	780,300	390,395	389,905
41	INFRASTRUCTURE ASSETS	301,364	228,359	73,005
61	COMMUNITY ASSETS	15,380	0	15,380
	<b>Total Fixed Assets</b>	<b>2,919,183</b>	<b>1,019,053</b>	<b>1,900,130</b>
	<i>Current Assets</i>			
91	CAPITAL WORK IN PROGRESS	6,800		
100	DEBTORS - TOWN COUNCIL	4,442		
101	DEBTORS - ALLOTMENTS	890		
102	DEBTORS - PITCH HIRE	1,970		
103	DEBTORS - ORCHARD CENTRE	32,085		
105	VAT REFUNDS	13,098		
108	DEPOSITS	(100)		
109	DEBTORS - TBA	(200)		
110	PREPAYMENTS	15,228		
201	NATWEST CURRENT BANK A/C	26,265		
202	LLOYDS CURRENT BANK A/C	385,241		
204	LLOYDS SALARY A/C	100		
209	NATWEST CAPITAL RESERVE	256,691		
210	PETTY CASH	155		
212	CASH CHANGE FLOAT	24		
225	NATWEST 95 DAY ACCOUNT	453		
	<b>Total Current Assets</b>		<b>743,142</b>	
	<i>Current Liabilities</i>			
501	TRADE CREDITORS	77,630		
525	ALLOTMENT DEPOSITS	3,200		
530	INC IN ADVANCE - COMMUTED	29,800		
537	SUNDRY CREDITORS	120		
	<b>Total Current Liabilities</b>		<b>110,750</b>	
	<b>Net Current Assets</b>			<b>632,392</b>
	<b>Total Assets less Current Liabilities</b>			<b>2,532,522</b>
	<i>Long Term Liabilities</i>			
401	PWLB LOANS	125,275		
430	LEASE CREDITOR (GROSS)	9,387		
435	LEASE CREDITOR (DEF'D INT)	(702)		
	<b>Total Long Term Liabilities</b>		<b>133,960</b>	
	<b>Total Assets less Total Liabilities</b>			<b>2,398,562</b>
	<i>Represented by :-</i>			
301	CURRENT YEAR FUND	18,957		
310	GENERAL RESERVE	206,439		
349	ROLLING CAPITAL FUND	400,197		
350	CAPITAL FINANCING RESERVE	1,407,058		

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<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
451	DEF'D GRANTS APPLIED	608,674	
452	DEF'D GRANTS W/BACK	(242,762)	
	<b>Total Equity</b>		<b><u>2,398,562</u></b>

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>Finance &amp; General Purposes</b>								
<b>101 B'SWADE MAGISTRATES COURT</b>								
1081 INC-RENT	9,014	1,303	106	(1,197)			1229.4%	
1091 INC-MISCELLANEOUS	360	0	200	200			0.0%	
<b>B'SWADE MAGISTRATES COURT :- Income</b>	<b>9,374</b>	<b>1,303</b>	<b>306</b>	<b>(997)</b>			<b>425.9%</b>	<b>0</b>
4011 RATES	11,448	13,792	11,710	(2,082)		(2,082)	117.8%	
4012 WATER RATES	440	355	470	115		115	75.5%	
4013 RENT	(25,920)	(27,427)	(35,328)	(7,901)		(7,901)	77.6%	
4014 ELECTRICITY	2,849	2,425	3,000	575		575	80.8%	
4015 GAS	3,462	1,456	2,000	544		544	72.8%	
4016 CLEANING COSTS	9,294	10,430	9,000	(1,430)		(1,430)	115.9%	
4021 TELEPHONE & FAX	49	0	0	0		0	0.0%	
4026 COMPUTER	150	0	0	0		0	0.0%	
4029 OFFICE REFURBISHMENT	30	360	354	(6)		(6)	101.6%	
4036 PROPERTY MAINTENANCE	3,101	4,494	5,000	506		506	89.9%	
4042 EQUIPT MAINT/REPAIR	636	439	500	61		61	87.9%	
4067 PEST CONTROL	0	0	100	100		100	0.0%	
4104 REFUSE COLLECTION	982	1,012	1,000	(12)		(12)	101.2%	
4110 FIRE PRECAUTIONS	1,082	477	1,200	723		723	39.7%	
4134 SECURITY/CCTV	1,770	986	1,300	314		314	75.8%	
<b>B'SWADE MAGISTRATES COURT :- Indirect Expenditure</b>	<b>9,374</b>	<b>8,799</b>	<b>306</b>	<b>(8,493)</b>	<b>0</b>	<b>(8,493)</b>	<b>2875.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(7,496)</b>	<b>0</b>	<b>7,496</b>				
<b>108 GRANTS (INCL S137)</b>								
4261 GRANTS UNDER OTHER POWERS	18,708	23,392	23,392	0		0	100.0%	
4264 Community Agent Grant	11,250	11,250	11,250	0		0	100.0%	
<b>GRANTS (INCL S137) :- Indirect Expenditure</b>	<b>29,958</b>	<b>34,642</b>	<b>34,642</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(29,958)</b>	<b>(34,642)</b>	<b>(34,642)</b>	<b>0</b>				
<b>109 CAPITAL EXPENDITURE</b>								
1075 INC-SALE OF ASSETS	14,135	0	0	0			0.0%	
1077 INC-S106 GRANTS	14,083	0	0	0			0.0%	
<b>CAPITAL EXPENDITURE :- Income</b>	<b>28,218</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4053 LOAN INTEREST	6,360	3,001	5,879	2,878		2,878	51.0%	
4253 LEASE INTEREST REPAID	376	368	401	33		33	91.7%	
4801 CP - New Vehicles\Equipment	35,628	0	0	0		0	0.0%	
4802 CP - New Computer Installation	900	12,508	11,351	(1,157)		(1,157)	110.2%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4823 CP - Play Equipment	9,900	0	0	0		0	0.0%	
4827 CP - Office Equipment	9,029	0	0	0		0	0.0%	
4842 CP - The Orchard Furniture & E	0	493	493	(0)		(0)	100.0%	
4843 CP - Street Furniture	2,440	0	0	0		0	0.0%	
4847 CP - Workshop	6,800	525	51,775	51,250		51,250	1.0%	
4850 CP - Car Park Equipment	34,114	0	0	0		0	0.0%	
4860 CP - St Lighting Replacement	102,389	0	0	0		0	0.0%	
4861 CP - Kitelands Ball Court	9,397	0	0	0		0	0.0%	
4862 CP -Drove Rd Cemetery Footpath	6,247	0	0	0		0	0.0%	
4863 CP -Drove Rd Chapel Surface	4,700	0	0	0		0	0.0%	
4864 CP - Drove Road	200	0	0	0		0	0.0%	
4865 CP - Market Stall Umbrellas	3,579	0	0	0		0	0.0%	
4900 ROLLING CAPITAL FUND ALLOC'N	100,000	100,000	100,000	0		0	100.0%	
4980 LOAN REPAYMENT	8,793	4,516	9,115	4,599		4,599	49.5%	
4982 LEASE CAPITAL REPAID	3,728	4,549	4,963	414		414	91.7%	
4990 ASSET FUNDING FROM RCP	(59,404)	(13,526)	(63,619)	(50,093)		(50,093)	21.3%	
4992 TRANSFER FROM E/MARKED RESERVE(141,201)		0	0	0		0	0.0%	
4993 TFR TO CAP REC RSV	10,635	0	0	0		0	0.0%	
4994 TRANSFER FROM CAP REC RSV	(10,635)	0	0	0		0	0.0%	
<b>CAPITAL EXPENDITURE :- Indirect Expenditure</b>	<b>143,974</b>	<b>112,434</b>	<b>120,358</b>	<b>7,924</b>	<b>0</b>	<b>7,924</b>	<b>93.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(115,756)</b>	<b>(112,434)</b>	<b>(120,358)</b>	<b>(7,924)</b>				
<b>111 CORPORATE MANAGEMENT</b>								
1076 PRECEPT RECEIVED	938,232	1,011,058	1,011,058	0			100.0%	
1096 INTEREST RECEIVED	431	547	600	54			91.1%	
<b>CORPORATE MANAGEMENT :- Income</b>	<b>938,663</b>	<b>1,011,605</b>	<b>1,011,658</b>	<b>54</b>			<b>100.0%</b>	<b>0</b>
4057 AUDIT FEES	3,505	845	4,120	3,275		3,275	20.5%	
4901 C.S. SALARY RECHARGE	52,318	67,532	51,992	(15,540)		(15,540)	129.9%	
4911 C.S. O'HEAD RECHARGE	38,605	51,791	61,533	9,742		9,742	84.2%	
<b>CORPORATE MANAGEMENT :- Indirect Expenditure</b>	<b>94,428</b>	<b>120,168</b>	<b>117,645</b>	<b>(2,523)</b>	<b>0</b>	<b>(2,523)</b>	<b>102.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>844,235</b>	<b>891,437</b>	<b>894,013</b>	<b>2,576</b>				
<b>112 DEMOCRATIC REP'N &amp; MGM'T</b>								
1078 INC-MISC GRANTS	0	6,950	6,950	0			100.0%	
<b>DEMOCRATIC REP'N &amp; MGM'T :- Income</b>	<b>0</b>	<b>6,950</b>	<b>6,950</b>	<b>0</b>			<b>100.0%</b>	<b>0</b>
4024 SUBSCRIPTIONS	3,127	3,060	3,200	140		140	95.6%	
4026 COMPUTER	614	0	1,500	1,500		1,500	0.0%	
4082 NEIGHBOURHOOD PLAN	1,686	6,046	20,000	13,954		13,954	30.2%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4135 ELECTION PROVISION	3,098	528	4,528	4,000		4,000	11.7%	
4901 C.S. SALARY RECHARGE	69,758	90,043	69,321	(20,722)		(20,722)	129.9%	
4911 C.S. O'HEAD RECHARGE	51,473	69,054	82,042	12,988		12,988	84.2%	
<b>DEMOCRATIC REP'N &amp; MGM'T :- Indirect Expenditure</b>	<b>129,755</b>	<b>168,731</b>	<b>180,591</b>	<b>11,860</b>	<b>0</b>	<b>11,860</b>	<b>93.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(129,755)</b>	<b>(161,781)</b>	<b>(173,641)</b>	<b>(11,860)</b>				
<b>113 CIVIC ACTIVITIES &amp; EXPENSES</b>								
1091 INC-MISCELLANEOUS	471	585	0	(585)			0.0%	
1300 INC-MAYORS CHARITY	191	(47)	0	47			0.0%	
<b>CIVIC ACTIVITIES &amp; EXPENSES :- Income</b>	<b>662</b>	<b>538</b>	<b>0</b>	<b>(538)</b>				<b>0</b>
4008 STAFF TRAINING	25	290	500	210		210	58.0%	
4009 STAFF TRAVEL	0	0	500	500		500	0.0%	
4058 PROFESSIONAL FEES	0	0	2,000	2,000		2,000	0.0%	
4112 TOWN MAYOR'S ALLOW.	1,179	845	1,000	155		155	84.5%	
4166 TWINNING	555	0	500	500		500	0.0%	
4179 CIVIC FUNCTIONS	1,166	60	1,000	940		940	6.0%	
4180 CIVIC REGALIA REPAIRS ETC	0	0	100	100		100	0.0%	
<b>CIVIC ACTIVITIES &amp; EXPENSES :- Indirect Expenditure</b>	<b>2,924</b>	<b>1,195</b>	<b>5,600</b>	<b>4,405</b>	<b>0</b>	<b>4,405</b>	<b>21.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(2,262)</b>	<b>(657)</b>	<b>(5,600)</b>	<b>(4,943)</b>				
<b>115 ORCHARD COMMUNITY CENTRE</b>								
1078 INC-MISC GRANTS	18,000	18,000	18,000	0			100.0%	
1081 INC-RENT	0	66	0	(66)			0.0%	
1082 INC-LETTINGS	28,765	33,230	32,000	(1,230)			103.8%	
1091 INC-MISCELLANEOUS	8	0	0	0			0.0%	
1109 INC-COFFEE MACHINE	0	224	250	26			89.5%	
1115 INC-REFRESHMENTS	8	0	0	0			0.0%	
<b>ORCHARD COMMUNITY CENTRE :- Income</b>	<b>46,781</b>	<b>51,520</b>	<b>50,250</b>	<b>(1,270)</b>			<b>102.5%</b>	<b>0</b>
4001 STAFF SALARIES	45,925	48,805	51,991	3,186		3,186	93.9%	
4002 EMPLOYERS N.I	4,013	4,552	4,793	241		241	95.0%	
4003 EMPLOYERS SUPERANN.	10,471	11,616	12,374	758		758	93.9%	
4007 HEALTH & SAFETY	0	0	500	500		500	0.0%	
4009 STAFF TRAVEL	220	429	300	(129)		(129)	142.9%	
4011 RATES	0	0	5,500	5,500		5,500	0.0%	
4012 WATER RATES	439	789	450	(339)		(339)	175.3%	
4014 ELECTRICITY	1,484	3,131	10,000	6,869		6,869	31.3%	
4015 GAS	1,710	109	4,500	4,391		4,391	2.4%	
4016 CLEANING COSTS	4,350	4,475	4,500	25		25	99.4%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4020 MISC. ESTABLISH.COST	0	9	500	491		491	1.8%	
4021 TELEPHONE & FAX	1,131	190	1,200	1,010		1,010	15.8%	
4026 COMPUTER	1,425	565	1,500	935		935	37.6%	
4029 OFFICE REFURBISHMENT	131	0	0	0		0	0.0%	
4032 PUBLICITY	0	0	500	500		500	0.0%	
4036 PROPERTY MAINTENANCE	801	816	1,000	184		184	81.6%	
4038 MAINTENANCE CONTRACT	629	3,933	1,500	(2,433)		(2,433)	262.2%	
4042 EQUIPT MAINT/REPAIR	139	0	200	200		200	0.0%	
4081 Licences	301	309	300	(9)		(9)	103.0%	
4128 EQUIPMENT	0	60	200	140		140	30.0%	

ORCHARD COMMUNITY CENTRE :- Indirect Expenditure **73,169**    **79,787**    **101,808**    **22,021**    **0**    **22,021**    **78.4%**    **0**

**Net Income over Expenditure**    **(26,388)**    **(28,267)**    **(51,558)**    **(23,291)**

901 CENTRAL SERVICES

1091 INC-MISCELLANEOUS	1	0	0	0			0.0%	
<b>CENTRAL SERVICES :- Income</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4001 STAFF SALARIES	134,051	177,476	160,000	(17,476)		(17,476)	110.9%	
4002 EMPLOYERS N.I	11,852	14,040	13,305	(735)		(735)	105.5%	
4003 EMPLOYERS SUPERANN.	28,491	33,592	33,000	(592)		(592)	101.8%	
4005 AGENCY STAFF	0	36,710	35,000	(1,710)		(1,710)	104.9%	
4007 HEALTH & SAFETY	145	0	2,500	2,500		2,500	0.0%	
4008 STAFF TRAINING	4,017	2,657	2,000	(657)		(657)	132.8%	
4009 STAFF TRAVEL	3,300	2,715	2,650	(65)		(65)	102.4%	
4010 MISC. STAFF COSTS	938	180	1,000	820		820	18.0%	
4013 RENT	25,400	27,427	35,328	7,901		7,901	77.6%	
4020 MISC. ESTABLISH.COST	302	137	250	113		113	54.8%	
4021 TELEPHONE & FAX	10,178	8,135	6,500	(1,635)		(1,635)	125.2%	
4022 POSTAGE	1,297	547	1,000	453		453	54.7%	
4023 STATIONERY	4,245	5,913	5,000	(913)		(913)	118.3%	
4025 INSURANCE	19,962	19,492	19,957	465		465	97.7%	
4026 COMPUTER	25,870	31,380	30,000	(1,380)		(1,380)	104.6%	
4027 PHOTOCOPIER	3,003	2,771	3,200	429		429	86.6%	
4031 ADVERTISING	612	0	400	400		400	0.0%	
4032 PUBLICITY	3,878	2,420	3,500	1,080		1,080	69.1%	
4042 EQUIPT MAINT/REPAIR	0	314	0	(314)		(314)	0.0%	
4051 BANK CHARGES	1,501	1,774	2,100	326		326	84.5%	
4056 LEGAL EXPENSES	5,681	1,850	1,220	(630)		(630)	151.6%	
4058 PROFESSIONAL FEES	787	11,413	2,000	(9,413)		(9,413)	570.7%	
4060 OFFICE EQUIPMENT	26	2,645	1,479	(1,166)		(1,166)	178.8%	



	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4073 PAYROLL BUREAU FEES	1,808	794	2,000	1,206		1,206	39.7%	
4074 ACCOUNTANCY FEES	15,707	13,302	15,000	1,698		1,698	88.7%	
4125 Misc Costs	27	60	26	(34)		(34)	230.3%	
4901 C.S. SALARY RECHARGE	(174,394)	(225,108)	(173,305)	51,803		51,803	129.9%	
4911 C.S. O'HEAD RECHARGE	(128,683)	(172,635)	(205,110)	(32,475)		(32,475)	84.2%	

CENTRAL SERVICES :- Indirect Expenditure **1** **0** **0** **0** **0** **0** **0** **0**

**Net Income over Expenditure** **0** **0** **0** **0**

Finance & General Purposes :- Income **1,023,699** **1,071,915** **1,069,164** **(2,751)** **100.3%**

Expenditure **483,583** **525,756** **560,950** **35,194** **0** **35,194** **93.7%**

**Movement to/(from) Gen Reserve** **540,116** **546,160**

### Public Land & Open Spaces

#### 102 ALLOTMENTS

1087 INC-ALLOTMENTS	6,359	6,521	6,600	79			98.8%	
ALLOTMENTS :- Income	<b>6,359</b>	<b>6,521</b>	<b>6,600</b>	<b>79</b>			<b>98.8%</b>	<b>0</b>
4013 RENT	581	233	465	233		233	50.0%	
4037 GROUNDS MAINTENANCE	1,426	399	1,000	601		601	39.9%	
4067 PEST CONTROL	450	600	550	(50)		(50)	109.1%	
ALLOTMENTS :- Indirect Expenditure	<b>2,457</b>	<b>1,232</b>	<b>2,015</b>	<b>783</b>	<b>0</b>	<b>783</b>	<b>61.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>3,901</b>	<b>5,289</b>	<b>4,585</b>	<b>(704)</b>				

#### 104 BURIAL GROUNDS

1074 INC-DONATIONS	200	0	0	0			0.0%	
1081 INC-RENT	800	0	0	0			0.0%	
1084 INC-BURIAL FEES	15,838	13,798	17,000	3,202			81.2%	
1097 INC-MEMORIALS	698	836	306	(530)			273.2%	
BURIAL GROUNDS :- Income	<b>17,536</b>	<b>14,634</b>	<b>17,306</b>	<b>2,672</b>			<b>84.6%</b>	<b>0</b>
4011 RATES	4,219	4,702	4,702	0		0	100.0%	
4012 WATER RATES	156	80	150	70		70	53.5%	
4014 ELECTRICITY	149	2,850	150	(2,700)		(2,700)	1900.0%	
4036 PROPERTY MAINTENANCE	1,878	1,088	2,000	912		912	54.4%	
4110 FIRE PRECAUTIONS	152	368	500	132		132	73.6%	
4178 PATHS MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4901 C.S. SALARY RECHARGE	10,464	13,506	10,398	(3,108)		(3,108)	129.9%	
4902 W.S. SALARY RECHARGE	45,623	45,614	50,001	4,387		4,387	91.2%	
4911 C.S. O'HEAD RECHARGE	7,721	10,358	12,307	1,949		1,949	84.2%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4912 W.S. O'HEAD RECHARGE	11,529	11,870	11,857	(13)		(13)	100.1%	
<b>BURIAL GROUNDS :- Indirect Expenditure</b>	<b>81,890</b>	<b>90,436</b>	<b>93,065</b>	<b>2,629</b>	<b>0</b>	<b>2,629</b>	<b>97.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(64,354)</b>	<b>(75,802)</b>	<b>(75,759)</b>	<b>43</b>				
<b>212 RECREATION GROUNDS</b>								
1077 INC-S106 GRANTS	1,480	0	0	0			0.0%	
1078 INC-MISC GRANTS	3,022	0	0	0			0.0%	
1081 INC-RENT	9,101	2,371	9,000	6,629			26.3%	
1082 INC-LETTINGS	0	(203)	22	225			(924.3%)	
1083 INC-PITCH HIRE	925	2,385	4,000	1,615			59.6%	
<b>RECREATION GROUNDS :- Income</b>	<b>14,529</b>	<b>4,553</b>	<b>13,022</b>	<b>8,469</b>			<b>35.0%</b>	<b>0</b>
4011 RATES	4,392	4,468	4,468	(0)		(0)	100.0%	
4012 WATER RATES	6,439	1,540	11,000	9,460		9,460	14.0%	
4013 RENT	0	0	1	1		1	0.0%	
4014 ELECTRICITY	6,955	5,410	6,000	590		590	90.2%	
4016 CLEANING COSTS	0	98	400	302		302	24.4%	
4036 PROPERTY MAINTENANCE	0	0	5,000	5,000		5,000	0.0%	
4037 GROUNDS MAINTENANCE	2,155	575	2,500	1,925		1,925	23.0%	
4038 MAINTENANCE CONTRACT	6,615	7,791	6,500	(1,291)		(1,291)	119.9%	
4039 PLAY. EQUIP. MAINT.	4,353	2,057	3,000	943		943	68.6%	
4043 FENCING & GATES	464	157	1,000	843		843	15.7%	
4044 TREES & PLANTS	3,504	3,543	2,500	(1,043)		(1,043)	141.7%	
4067 PEST CONTROL	1,000	700	1,500	800		800	46.7%	
4100 FERT./SEEDS/WEEDKILL	2,263	174	2,000	1,826		1,826	8.7%	
4104 REFUSE COLLECTION	1,736	3,499	6,000	2,501		2,501	58.3%	
4110 FIRE PRECAUTIONS	1,019	753	700	(53)		(53)	107.5%	
4114 LITTER BINS	1,568	1,437	2,000	563		563	71.8%	
4128 EQUIPMENT	1,715	0	0	0		0	0.0%	
4139 GRASS CUTTING	4,236	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	27,903	36,017	27,729	(8,288)		(8,288)	129.9%	
4902 W.S. SALARY RECHARGE	159,679	159,649	175,002	15,353		15,353	91.2%	
4911 C.S. O'HEAD RECHARGE	20,589	27,622	32,818	5,196		5,196	84.2%	
4912 W.S. O'HEAD RECHARGE	40,352	41,546	41,500	(46)		(46)	100.1%	
<b>RECREATION GROUNDS :- Indirect Expenditure</b>	<b>296,936</b>	<b>297,035</b>	<b>331,618</b>	<b>34,583</b>	<b>0</b>	<b>34,583</b>	<b>89.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(282,407)</b>	<b>(292,482)</b>	<b>(318,596)</b>	<b>(26,114)</b>				
<b>902 WORKS SERVICES</b>								
4001 STAFF SALARIES	180,564	178,875	196,653	17,778		17,778	91.0%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4002 EMPLOYERS N.I	15,720	15,854	17,443	1,589		1,589	90.9%	
4003 EMPLOYERS SUPERANN.	31,829	33,341	35,907	2,566		2,566	92.9%	
4007 HEALTH & SAFETY	331	503	500	(3)		(3)	100.6%	
4008 STAFF TRAINING	1,719	1,809	2,500	691		691	72.4%	
4009 STAFF TRAVEL	262	264	300	36		36	88.0%	
4010 MISC. STAFF COSTS	0	0	300	300		300	0.0%	
4014 ELECTRICITY	0	5,437	200	(5,237)		(5,237)	2718.6%	
4021 TELEPHONE & FAX	25	0	0	0		0	0.0%	
4025 INSURANCE	0	636	0	(636)		(636)	0.0%	
4029 OFFICE REFURBISHMENT	57	0	0	0		0	0.0%	
4030 RECRUIT. ADVERTISING	1,006	0	0	0		0	0.0%	
4036 PROPERTY MAINTENANCE	0	115	114	(1)		(1)	100.7%	
4041 EQUIPMENT HIRE	0	216	400	184		184	54.0%	
4042 EQUIPT MAINT/REPAIR	4,386	3,562	4,500	938		938	79.2%	
4046 VEHICLE LEASING	10,915	8,839	9,000	161		161	98.2%	
4047 MATERIALS/TOOLS	10,841	14,334	12,000	(2,334)		(2,334)	119.4%	
4048 VEHICLE MAINT/REPAIR	10,039	10,206	10,000	(206)		(206)	102.1%	
4049 VEHICLE FUEL	7,653	7,435	8,000	565		565	92.9%	
4050 VEHICLE TAX	270	455	455	0		0	100.0%	
4103 PROTECTIVE CLOTHING	4,114	2,464	2,500	36		36	98.6%	
4119 SKIP HIRE	3,169	2,619	3,000	381		381	87.3%	
4125 Misc Costs	0	16	16	0		0	100.0%	
4128 EQUIPMENT	90	442	500	58		58	88.3%	
4134 SECURITY/CCTV	1,822	0	2,000	2,000		2,000	0.0%	
4136 RENEWALS/REPLACEMENT	829	0	3,000	3,000		3,000	0.0%	
4137 PLANNING APPLICATION	116	0	0	0		0	0.0%	
4902 W.S. SALARY RECHARGE	(228,114)	(228,070)	(250,003)	(21,933)		(21,933)	91.2%	
4912 W.S. O'HEAD RECHARGE	(57,645)	(59,351)	(59,285)	66		66	100.1%	
WORKS SERVICES :- Indirect Expenditure	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				

Public Land & Open Spaces :- Income **38,423** **25,707** **36,928** **11,221** **69.6%**

Expenditure **381,283** **388,703** **426,698** **37,995** **0** **37,995** **91.1%**

**Movement to/(from) Gen Reserve (342,860) (362,996)**

### Town Centre Management

<u>103 STREET LIGHTS</u>							
4014 ELECTRICITY	7,065	8,991	0	(8,991)		(8,991)	0.0%
4038 MAINTENANCE CONTRACT	(16,877)	0	0	0		0	0.0%

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4045 S/L REPAIR/RENEWAL	828	0	0	0		0	0.0%	
STREET LIGHTS :- Indirect Expenditure	<b>(8,985)</b>	<b>8,991</b>	<b>0</b>	<b>(8,991)</b>	<b>0</b>	<b>(8,991)</b>		<b>0</b>
<b>Net Expenditure</b>	<b>8,985</b>	<b>(8,991)</b>	<b>0</b>	<b>8,991</b>				
<b>105 CAR PARKS</b>								
1088 INC-CAR PARKING FEES	24,519	31,928	36,000	4,072			88.7%	
1089 INC - PARKING PERMITS WORK	15,151	11,281	11,000	(281)			102.6%	
1099 INC-INSURANCE (CLAIM)	2,556	2,688	0	(2,688)			0.0%	
1189 INC-PARKING PERMITS RES	5,479	5,770	6,000	230			96.2%	
CAR PARKS :- Income	<b>47,704</b>	<b>51,666</b>	<b>53,000</b>	<b>1,334</b>			<b>97.5%</b>	<b>0</b>
4011 RATES	25,128	25,704	25,704	0		0	100.0%	
4014 ELECTRICITY	0	0	500	500		500	0.0%	
4021 TELEPHONE & FAX	0	0	600	600		600	0.0%	
4038 MAINTENANCE CONTRACT	2,055	10,070	7,500	(2,570)		(2,570)	134.3%	
4042 EQUIPT MAINT/REPAIR	2,574	0	0	0		0	0.0%	
4047 MATERIALS/TOOLS	1,872	1,503	2,000	497		497	75.1%	
4056 LEGAL EXPENSES	0	0	1,000	1,000		1,000	0.0%	
4092 Card Processing Fees	542	1,071	1,000	(71)		(71)	107.1%	
4108 SURFACE REPAIRS	8,175	0	3,000	3,000		3,000	0.0%	
4126 CAR PARK LEASE	29,000	29,000	29,001	1		1	100.0%	
4127 SIGNS	198	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	2,616	3,377	2,600	(777)		(777)	129.9%	
4902 W.S. SALARY RECHARGE	11,406	11,404	12,500	1,097		1,097	91.2%	
4911 C.S. O'HEAD RECHARGE	1,930	2,590	3,077	487		487	84.2%	
4912 W.S. O'HEAD RECHARGE	2,882	2,968	2,964	(4)		(4)	100.1%	
CAR PARKS :- Indirect Expenditure	<b>88,378</b>	<b>87,685</b>	<b>91,446</b>	<b>3,761</b>	<b>0</b>	<b>3,761</b>	<b>95.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(40,675)</b>	<b>(36,019)</b>	<b>(38,446)</b>	<b>(2,427)</b>				
<b>106 MARKET</b>								
1085 INC-TUESDAY MARKET RENTS	3,108	2,250	2,900	650			77.6%	
1086 INC-SATURDAY MARKET RENTS	12,066	9,245	10,500	1,255			88.0%	
1091 INC-MISCELLANEOUS	90	357	90	(267)			397.0%	
MARKET :- Income	<b>15,265</b>	<b>11,852</b>	<b>13,490</b>	<b>1,638</b>			<b>87.9%</b>	<b>0</b>
4001 STAFF SALARIES	805	0	0	0		0	0.0%	
4004 MARKET STAFF	4,104	4,548	5,250	702		702	86.6%	
4011 RATES	4,982	5,097	5,097	0		0	100.0%	
4014 ELECTRICITY	1,193	337	1,200	863		863	28.1%	
4032 PUBLICITY	0	343	550	208		208	62.3%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4047 MATERIALS/TOOLS	0	218	250	32		32	87.2%	
4081 Licences	333	0	333	333		333	0.0%	
4901 C.S. SALARY RECHARGE	8,720	11,255	8,665	(2,590)		(2,590)	129.9%	
4911 C.S. O'HEAD RECHARGE	6,434	8,632	10,256	1,624		1,624	84.2%	
<b>MARKET :- Indirect Expenditure</b>	<b>26,571</b>	<b>30,429</b>	<b>31,601</b>	<b>1,172</b>	<b>0</b>	<b>1,172</b>	<b>96.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(11,307)</b>	<b>(18,577)</b>	<b>(18,111)</b>	<b>466</b>				
<b>107 TOWN CENTRE GENERAL</b>								
1145 INC-CHRISTMAS ACTIVITIES	701	686	500	(186)			137.2%	
<b>TOWN CENTRE GENERAL :- Income</b>	<b>701</b>	<b>686</b>	<b>500</b>	<b>(186)</b>			<b>137.2%</b>	<b>0</b>
4001 STAFF SALARIES	10,128	22,732	24,804	2,072		2,072	91.6%	
4002 EMPLOYERS N.I	888	2,046	2,232	186		186	91.7%	
4003 EMPLOYERS SUPERANN.	2,309	5,410	5,902	492		492	91.7%	
4009 STAFF TRAVEL	25	342	250	(92)		(92)	137.0%	
4036 PROPERTY MAINTENANCE	0	194	750	556		556	25.9%	
4064 ANNUAL HANGING BASKETS	2,266	2,991	2,991	0		0	100.0%	
4116 WAR MEM & REM SERV	755	301	750	449		449	40.2%	
4117 CLOCK REPAIRS	0	0	350	350		350	0.0%	
4140 CHRISTMAS ACTIVITIES	6,864	6,413	7,000	587		587	91.6%	
4144 CCTV	14,982	1,500	18,000	16,500		16,500	8.3%	
4145 CHRISTMAS LIGHTS	17,999	18,660	18,000	(660)		(660)	103.7%	
4901 C.S. SALARY RECHARGE	2,616	3,377	2,600	(777)		(777)	129.9%	
4902 W.S. SALARY RECHARGE	11,406	11,404	12,500	1,097		1,097	91.2%	
4911 C.S. O'HEAD RECHARGE	1,930	2,590	3,077	487		487	84.2%	
4912 W.S. O'HEAD RECHARGE	2,882	2,968	2,964	(4)		(4)	100.1%	
<b>TOWN CENTRE GENERAL :- Indirect Expenditure</b>	<b>75,049</b>	<b>80,926</b>	<b>102,170</b>	<b>21,244</b>	<b>0</b>	<b>21,244</b>	<b>79.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(74,348)</b>	<b>(80,241)</b>	<b>(101,670)</b>	<b>(21,429)</b>				
<b>110 PUBLIC CONVENIENCES</b>								
4011 RATES	3,024	3,093	3,093	(0)		(0)	100.0%	
4012 WATER RATES	1,400	1,661	1,600	(61)		(61)	103.8%	
4014 ELECTRICITY	943	89	1,000	911		911	8.9%	
4036 PROPERTY MAINTENANCE	2,204	119	2,500	2,381		2,381	4.8%	
4038 MAINTENANCE CONTRACT	15,590	15,417	16,000	583		583	96.4%	
<b>PUBLIC CONVENIENCES :- Indirect Expenditure</b>	<b>23,162</b>	<b>20,379</b>	<b>24,193</b>	<b>3,814</b>	<b>0</b>	<b>3,814</b>	<b>84.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(23,162)</b>	<b>(20,379)</b>	<b>(24,193)</b>	<b>(3,814)</b>				
<b>Town Centre Management :- Income</b>	<b>63,669</b>	<b>64,205</b>	<b>66,990</b>	<b>2,785</b>			<b>95.8%</b>	
<b>Expenditure</b>	<b>204,175</b>	<b>228,412</b>	<b>249,410</b>	<b>20,998</b>	<b>0</b>	<b>20,998</b>	<b>91.6%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(140,506)</b>	<b>(164,207)</b>						

## Detailed Income &amp; Expenditure by Projected Budget Heading 29/02/2020

Month No: 11

## Committee Report

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,125,792	1,161,827	1,173,082	11,255			99.0%	
Expenditure	1,069,042	1,142,870	1,237,058	94,188	0	94,188	92.4%	
<b>Net Income over Expenditure</b>	<u>56,750</u>	<u>18,957</u>	<u>(63,976)</u>	<u>(82,933)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>56,750</u>	<u>18,957</u>						

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>Finance &amp; General Purposes</b>								
<b>101 B'SWADE MAGISTRATES COURT</b>								
1081 INC-RENT	9,014	1,303	106	(1,197)			1229.4%	
1091 INC-MISCELLANEOUS	360	0	200	200			0.0%	
<b>B'SWADE MAGISTRATES COURT :- Income</b>	<b>9,374</b>	<b>1,303</b>	<b>306</b>	<b>(997)</b>			<b>425.9%</b>	<b>0</b>
4011 RATES	11,448	13,792	11,710	(2,082)		(2,082)	117.8%	
4012 WATER RATES	440	355	470	115		115	75.5%	
4013 RENT	(25,920)	(27,427)	(35,328)	(7,901)		(7,901)	77.6%	
4014 ELECTRICITY	2,849	2,425	3,000	575		575	80.8%	
4015 GAS	3,462	1,456	2,000	544		544	72.8%	
4016 CLEANING COSTS	9,294	10,430	9,000	(1,430)		(1,430)	115.9%	
4021 TELEPHONE & FAX	49	0	0	0		0	0.0%	
4026 COMPUTER	150	0	0	0		0	0.0%	
4029 OFFICE REFURBISHMENT	30	360	354	(6)		(6)	101.6%	
4036 PROPERTY MAINTENANCE	3,101	4,494	5,000	506		506	89.9%	
4042 EQUIPT MAINT/REPAIR	636	439	500	61		61	87.9%	
4067 PEST CONTROL	0	0	100	100		100	0.0%	
4104 REFUSE COLLECTION	982	1,012	1,000	(12)		(12)	101.2%	
4110 FIRE PRECAUTIONS	1,082	477	1,200	723		723	39.7%	
4134 SECURITY/CCTV	1,770	986	1,300	314		314	75.8%	
<b>B'SWADE MAGISTRATES COURT :- Indirect Expenditure</b>	<b>9,374</b>	<b>8,799</b>	<b>306</b>	<b>(8,493)</b>	<b>0</b>	<b>(8,493)</b>	<b>2875.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(7,496)</b>	<b>0</b>	<b>7,496</b>				
<b>108 GRANTS (INCL S137)</b>								
4261 GRANTS UNDER OTHER POWERS	18,708	23,392	23,392	0		0	100.0%	
4264 Community Agent Grant	11,250	11,250	11,250	0		0	100.0%	
<b>GRANTS (INCL S137) :- Indirect Expenditure</b>	<b>29,958</b>	<b>34,642</b>	<b>34,642</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(29,958)</b>	<b>(34,642)</b>	<b>(34,642)</b>	<b>0</b>				
<b>109 CAPITAL EXPENDITURE</b>								
1075 INC-SALE OF ASSETS	14,135	0	0	0			0.0%	
1077 INC-S106 GRANTS	14,083	0	0	0			0.0%	
<b>CAPITAL EXPENDITURE :- Income</b>	<b>28,218</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4053 LOAN INTEREST	6,360	3,001	5,879	2,878		2,878	51.0%	
4253 LEASE INTEREST REPAID	376	368	401	33		33	91.7%	
4801 CP - New Vehicles\Equipment	35,628	0	0	0		0	0.0%	
4802 CP - New Computer Installation	900	12,508	11,351	(1,157)		(1,157)	110.2%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4823 CP - Play Equipment	9,900	0	0	0		0	0.0%	
4827 CP - Office Equipment	9,029	0	0	0		0	0.0%	
4842 CP - The Orchard Furniture & E	0	493	493	(0)		(0)	100.0%	
4843 CP - Street Furniture	2,440	0	0	0		0	0.0%	
4847 CP - Workshop	6,800	525	51,775	51,250		51,250	1.0%	
4850 CP - Car Park Equipment	34,114	0	0	0		0	0.0%	
4860 CP - St Lighting Replacement	102,389	0	0	0		0	0.0%	
4861 CP - Kitelands Ball Court	9,397	0	0	0		0	0.0%	
4862 CP -Drove Rd Cemetery Footpath	6,247	0	0	0		0	0.0%	
4863 CP -Drove Rd Chapel Surface	4,700	0	0	0		0	0.0%	
4864 CP - Drove Road	200	0	0	0		0	0.0%	
4865 CP - Market Stall Umbrellas	3,579	0	0	0		0	0.0%	
4900 ROLLING CAPITAL FUND ALLOC'N	100,000	100,000	100,000	0		0	100.0%	
4980 LOAN REPAYMENT	8,793	4,516	9,115	4,599		4,599	49.5%	
4982 LEASE CAPITAL REPAYD	3,728	4,549	4,963	414		414	91.7%	
4990 ASSET FUNDING FROM RCP	(59,404)	(13,526)	(63,619)	(50,093)		(50,093)	21.3%	
4992 TRANSFER FROM E/MARKED RESERVE(141,201)		0	0	0		0	0.0%	
4993 TFR TO CAP REC RSV	10,635	0	0	0		0	0.0%	
4994 TRANSFER FROM CAP REC RSV	(10,635)	0	0	0		0	0.0%	
<b>CAPITAL EXPENDITURE :- Indirect Expenditure</b>	<b>143,974</b>	<b>112,434</b>	<b>120,358</b>	<b>7,924</b>	<b>0</b>	<b>7,924</b>	<b>93.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(115,756)</b>	<b>(112,434)</b>	<b>(120,358)</b>	<b>(7,924)</b>				
<b>111 CORPORATE MANAGEMENT</b>								
1076 PRECEPT RECEIVED	938,232	1,011,058	1,011,058	0			100.0%	
1096 INTEREST RECEIVED	431	547	600	54			91.1%	
<b>CORPORATE MANAGEMENT :- Income</b>	<b>938,663</b>	<b>1,011,605</b>	<b>1,011,658</b>	<b>54</b>			<b>100.0%</b>	<b>0</b>
4057 AUDIT FEES	3,505	845	4,120	3,275		3,275	20.5%	
4901 C.S. SALARY RECHARGE	52,318	67,532	51,992	(15,540)		(15,540)	129.9%	
4911 C.S. O'HEAD RECHARGE	38,605	51,791	61,533	9,742		9,742	84.2%	
<b>CORPORATE MANAGEMENT :- Indirect Expenditure</b>	<b>94,428</b>	<b>120,168</b>	<b>117,645</b>	<b>(2,523)</b>	<b>0</b>	<b>(2,523)</b>	<b>102.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>844,235</b>	<b>891,437</b>	<b>894,013</b>	<b>2,576</b>				
<b>112 DEMOCRATIC REP'N &amp; MGM'T</b>								
1078 INC-MISC GRANTS	0	6,950	6,950	0			100.0%	
<b>DEMOCRATIC REP'N &amp; MGM'T :- Income</b>	<b>0</b>	<b>6,950</b>	<b>6,950</b>	<b>0</b>			<b>100.0%</b>	<b>0</b>
4024 SUBSCRIPTIONS	3,127	3,060	3,200	140		140	95.6%	
4026 COMPUTER	614	0	1,500	1,500		1,500	0.0%	
4082 NEIGHBOURHOOD PLAN	1,686	6,046	20,000	13,954		13,954	30.2%	



	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4135 ELECTION PROVISION	3,098	528	4,528	4,000		4,000	11.7%	
4901 C.S. SALARY RECHARGE	69,758	90,043	69,321	(20,722)		(20,722)	129.9%	
4911 C.S. O'HEAD RECHARGE	51,473	69,054	82,042	12,988		12,988	84.2%	
<b>DEMOCRATIC REP'N &amp; MGM'T :- Indirect Expenditure</b>	<b>129,755</b>	<b>168,731</b>	<b>180,591</b>	<b>11,860</b>	<b>0</b>	<b>11,860</b>	<b>93.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(129,755)</b>	<b>(161,781)</b>	<b>(173,641)</b>	<b>(11,860)</b>				
<b>113 CIVIC ACTIVITIES &amp; EXPENSES</b>								
1091 INC-MISCELLANEOUS	471	585	0	(585)			0.0%	
1300 INC-MAYORS CHARITY	191	(47)	0	47			0.0%	
<b>CIVIC ACTIVITIES &amp; EXPENSES :- Income</b>	<b>662</b>	<b>538</b>	<b>0</b>	<b>(538)</b>				<b>0</b>
4008 STAFF TRAINING	25	290	500	210		210	58.0%	
4009 STAFF TRAVEL	0	0	500	500		500	0.0%	
4058 PROFESSIONAL FEES	0	0	2,000	2,000		2,000	0.0%	
4112 TOWN MAYOR'S ALLOW.	1,179	845	1,000	155		155	84.5%	
4166 TWINNING	555	0	500	500		500	0.0%	
4179 CIVIC FUNCTIONS	1,166	60	1,000	940		940	6.0%	
4180 CIVIC REGALIA REPAIRS ETC	0	0	100	100		100	0.0%	
<b>CIVIC ACTIVITIES &amp; EXPENSES :- Indirect Expenditure</b>	<b>2,924</b>	<b>1,195</b>	<b>5,600</b>	<b>4,405</b>	<b>0</b>	<b>4,405</b>	<b>21.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(2,262)</b>	<b>(657)</b>	<b>(5,600)</b>	<b>(4,943)</b>				
<b>115 ORCHARD COMMUNITY CENTRE</b>								
1078 INC-MISC GRANTS	18,000	18,000	18,000	0			100.0%	
1081 INC-RENT	0	66	0	(66)			0.0%	
1082 INC-LETTINGS	28,765	33,230	32,000	(1,230)			103.8%	
1091 INC-MISCELLANEOUS	8	0	0	0			0.0%	
1109 INC-COFFEE MACHINE	0	224	250	26			89.5%	
1115 INC-REFRESHMENTS	8	0	0	0			0.0%	
<b>ORCHARD COMMUNITY CENTRE :- Income</b>	<b>46,781</b>	<b>51,520</b>	<b>50,250</b>	<b>(1,270)</b>			<b>102.5%</b>	<b>0</b>
4001 STAFF SALARIES	45,925	48,805	51,991	3,186		3,186	93.9%	
4002 EMPLOYERS N.I	4,013	4,552	4,793	241		241	95.0%	
4003 EMPLOYERS SUPERANN.	10,471	11,616	12,374	758		758	93.9%	
4007 HEALTH & SAFETY	0	0	500	500		500	0.0%	
4009 STAFF TRAVEL	220	429	300	(129)		(129)	142.9%	
4011 RATES	0	0	5,500	5,500		5,500	0.0%	
4012 WATER RATES	439	789	450	(339)		(339)	175.3%	
4014 ELECTRICITY	1,484	3,131	10,000	6,869		6,869	31.3%	
4015 GAS	1,710	109	4,500	4,391		4,391	2.4%	
4016 CLEANING COSTS	4,350	4,475	4,500	25		25	99.4%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4020 MISC. ESTABLISH.COST	0	9	500	491		491	1.8%	
4021 TELEPHONE & FAX	1,131	190	1,200	1,010		1,010	15.8%	
4026 COMPUTER	1,425	565	1,500	935		935	37.6%	
4029 OFFICE REFURBISHMENT	131	0	0	0		0	0.0%	
4032 PUBLICITY	0	0	500	500		500	0.0%	
4036 PROPERTY MAINTENANCE	801	816	1,000	184		184	81.6%	
4038 MAINTENANCE CONTRACT	629	3,933	1,500	(2,433)		(2,433)	262.2%	
4042 EQUIPT MAINT/REPAIR	139	0	200	200		200	0.0%	
4081 Licences	301	309	300	(9)		(9)	103.0%	
4128 EQUIPMENT	0	60	200	140		140	30.0%	

ORCHARD COMMUNITY CENTRE :- Indirect Expenditure **73,169**    **79,787**    **101,808**    **22,021**    **0**    **22,021**    **78.4%**    **0**

**Net Income over Expenditure**    **(26,388)**    **(28,267)**    **(51,558)**    **(23,291)**

901 CENTRAL SERVICES

1091 INC-MISCELLANEOUS	1	0	0	0			0.0%	
<b>CENTRAL SERVICES :- Income</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4001 STAFF SALARIES	134,051	177,476	160,000	(17,476)		(17,476)	110.9%	
4002 EMPLOYERS N.I	11,852	14,040	13,305	(735)		(735)	105.5%	
4003 EMPLOYERS SUPERANN.	28,491	33,592	33,000	(592)		(592)	101.8%	
4005 AGENCY STAFF	0	36,710	35,000	(1,710)		(1,710)	104.9%	
4007 HEALTH & SAFETY	145	0	2,500	2,500		2,500	0.0%	
4008 STAFF TRAINING	4,017	2,657	2,000	(657)		(657)	132.8%	
4009 STAFF TRAVEL	3,300	2,715	2,650	(65)		(65)	102.4%	
4010 MISC. STAFF COSTS	938	180	1,000	820		820	18.0%	
4013 RENT	25,400	27,427	35,328	7,901		7,901	77.6%	
4020 MISC. ESTABLISH.COST	302	137	250	113		113	54.8%	
4021 TELEPHONE & FAX	10,178	8,135	6,500	(1,635)		(1,635)	125.2%	
4022 POSTAGE	1,297	547	1,000	453		453	54.7%	
4023 STATIONERY	4,245	5,913	5,000	(913)		(913)	118.3%	
4025 INSURANCE	19,962	19,492	19,957	465		465	97.7%	
4026 COMPUTER	25,870	31,380	30,000	(1,380)		(1,380)	104.6%	
4027 PHOTOCOPIER	3,003	2,771	3,200	429		429	86.6%	
4031 ADVERTISING	612	0	400	400		400	0.0%	
4032 PUBLICITY	3,878	2,420	3,500	1,080		1,080	69.1%	
4042 EQUIPT MAINT/REPAIR	0	314	0	(314)		(314)	0.0%	
4051 BANK CHARGES	1,501	1,774	2,100	326		326	84.5%	
4056 LEGAL EXPENSES	5,681	1,850	1,220	(630)		(630)	151.6%	
4058 PROFESSIONAL FEES	787	11,413	2,000	(9,413)		(9,413)	570.7%	
4060 OFFICE EQUIPMENT	26	2,645	1,479	(1,166)		(1,166)	178.8%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4073 PAYROLL BUREAU FEES	1,808	794	2,000	1,206		1,206	39.7%	
4074 ACCOUNTANCY FEES	15,707	13,302	15,000	1,698		1,698	88.7%	
4125 Misc Costs	27	60	26	(34)		(34)	230.3%	
4901 C.S. SALARY RECHARGE	(174,394)	(225,108)	(173,305)	51,803		51,803	129.9%	
4911 C.S. O'HEAD RECHARGE	(128,683)	(172,635)	(205,110)	(32,475)		(32,475)	84.2%	

CENTRAL SERVICES :- Indirect Expenditure **1** **0** **0** **0** **0** **0** **0** **0**

**Net Income over Expenditure** **0** **0** **0** **0**

Finance & General Purposes :- Income **1,023,699** **1,071,915** **1,069,164** **(2,751)** **100.3%**

Expenditure **483,583** **525,756** **560,950** **35,194** **0** **35,194** **93.7%**

**Movement to/(from) Gen Reserve** **540,116** **546,160**

### Public Land & Open Spaces

#### 102 ALLOTMENTS

1087 INC-ALLOTMENTS	6,359	6,521	6,600	79			98.8%	
ALLOTMENTS :- Income	<b>6,359</b>	<b>6,521</b>	<b>6,600</b>	<b>79</b>			<b>98.8%</b>	<b>0</b>
4013 RENT	581	233	465	233		233	50.0%	
4037 GROUNDS MAINTENANCE	1,426	399	1,000	601		601	39.9%	
4067 PEST CONTROL	450	600	550	(50)		(50)	109.1%	
ALLOTMENTS :- Indirect Expenditure	<b>2,457</b>	<b>1,232</b>	<b>2,015</b>	<b>783</b>	<b>0</b>	<b>783</b>	<b>61.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>3,901</b>	<b>5,289</b>	<b>4,585</b>	<b>(704)</b>				

#### 104 BURIAL GROUNDS

1074 INC-DONATIONS	200	0	0	0			0.0%	
1081 INC-RENT	800	0	0	0			0.0%	
1084 INC-BURIAL FEES	15,838	13,798	17,000	3,202			81.2%	
1097 INC-MEMORIALS	698	836	306	(530)			273.2%	
BURIAL GROUNDS :- Income	<b>17,536</b>	<b>14,634</b>	<b>17,306</b>	<b>2,672</b>			<b>84.6%</b>	<b>0</b>
4011 RATES	4,219	4,702	4,702	0		0	100.0%	
4012 WATER RATES	156	80	150	70		70	53.5%	
4014 ELECTRICITY	149	2,850	150	(2,700)		(2,700)	1900.0%	
4036 PROPERTY MAINTENANCE	1,878	1,088	2,000	912		912	54.4%	
4110 FIRE PRECAUTIONS	152	368	500	132		132	73.6%	
4178 PATHS MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4901 C.S. SALARY RECHARGE	10,464	13,506	10,398	(3,108)		(3,108)	129.9%	
4902 W.S. SALARY RECHARGE	45,623	45,614	50,001	4,387		4,387	91.2%	
4911 C.S. O'HEAD RECHARGE	7,721	10,358	12,307	1,949		1,949	84.2%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4912 W.S. O'HEAD RECHARGE	11,529	11,870	11,857	(13)		(13)	100.1%	
<b>BURIAL GROUNDS :- Indirect Expenditure</b>	<b>81,890</b>	<b>90,436</b>	<b>93,065</b>	<b>2,629</b>	<b>0</b>	<b>2,629</b>	<b>97.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(64,354)</b>	<b>(75,802)</b>	<b>(75,759)</b>	<b>43</b>				
<b>212 RECREATION GROUNDS</b>								
1077 INC-S106 GRANTS	1,480	0	0	0			0.0%	
1078 INC-MISC GRANTS	3,022	0	0	0			0.0%	
1081 INC-RENT	9,101	2,371	9,000	6,629			26.3%	
1082 INC-LETTINGS	0	(203)	22	225			(924.3%)	
1083 INC-PITCH HIRE	925	2,385	4,000	1,615			59.6%	
<b>RECREATION GROUNDS :- Income</b>	<b>14,529</b>	<b>4,553</b>	<b>13,022</b>	<b>8,469</b>			<b>35.0%</b>	<b>0</b>
4011 RATES	4,392	4,468	4,468	(0)		(0)	100.0%	
4012 WATER RATES	6,439	1,540	11,000	9,460		9,460	14.0%	
4013 RENT	0	0	1	1		1	0.0%	
4014 ELECTRICITY	6,955	5,410	6,000	590		590	90.2%	
4016 CLEANING COSTS	0	98	400	302		302	24.4%	
4036 PROPERTY MAINTENANCE	0	0	5,000	5,000		5,000	0.0%	
4037 GROUNDS MAINTENANCE	2,155	575	2,500	1,925		1,925	23.0%	
4038 MAINTENANCE CONTRACT	6,615	7,791	6,500	(1,291)		(1,291)	119.9%	
4039 PLAY. EQUIP. MAINT.	4,353	2,057	3,000	943		943	68.6%	
4043 FENCING & GATES	464	157	1,000	843		843	15.7%	
4044 TREES & PLANTS	3,504	3,543	2,500	(1,043)		(1,043)	141.7%	
4067 PEST CONTROL	1,000	700	1,500	800		800	46.7%	
4100 FERT./SEEDS/WEEDKILL	2,263	174	2,000	1,826		1,826	8.7%	
4104 REFUSE COLLECTION	1,736	3,499	6,000	2,501		2,501	58.3%	
4110 FIRE PRECAUTIONS	1,019	753	700	(53)		(53)	107.5%	
4114 LITTER BINS	1,568	1,437	2,000	563		563	71.8%	
4128 EQUIPMENT	1,715	0	0	0		0	0.0%	
4139 GRASS CUTTING	4,236	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	27,903	36,017	27,729	(8,288)		(8,288)	129.9%	
4902 W.S. SALARY RECHARGE	159,679	159,649	175,002	15,353		15,353	91.2%	
4911 C.S. O'HEAD RECHARGE	20,589	27,622	32,818	5,196		5,196	84.2%	
4912 W.S. O'HEAD RECHARGE	40,352	41,546	41,500	(46)		(46)	100.1%	
<b>RECREATION GROUNDS :- Indirect Expenditure</b>	<b>296,936</b>	<b>297,035</b>	<b>331,618</b>	<b>34,583</b>	<b>0</b>	<b>34,583</b>	<b>89.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(282,407)</b>	<b>(292,482)</b>	<b>(318,596)</b>	<b>(26,114)</b>				
<b>902 WORKS SERVICES</b>								
4001 STAFF SALARIES	180,564	178,875	196,653	17,778		17,778	91.0%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4002 EMPLOYERS N.I	15,720	15,854	17,443	1,589		1,589	90.9%	
4003 EMPLOYERS SUPERANN.	31,829	33,341	35,907	2,566		2,566	92.9%	
4007 HEALTH & SAFETY	331	503	500	(3)		(3)	100.6%	
4008 STAFF TRAINING	1,719	1,809	2,500	691		691	72.4%	
4009 STAFF TRAVEL	262	264	300	36		36	88.0%	
4010 MISC. STAFF COSTS	0	0	300	300		300	0.0%	
4014 ELECTRICITY	0	5,437	200	(5,237)		(5,237)	2718.6%	
4021 TELEPHONE & FAX	25	0	0	0		0	0.0%	
4025 INSURANCE	0	636	0	(636)		(636)	0.0%	
4029 OFFICE REFURBISHMENT	57	0	0	0		0	0.0%	
4030 RECRUIT. ADVERTISING	1,006	0	0	0		0	0.0%	
4036 PROPERTY MAINTENANCE	0	115	114	(1)		(1)	100.7%	
4041 EQUIPMENT HIRE	0	216	400	184		184	54.0%	
4042 EQUIPT MAINT/REPAIR	4,386	3,562	4,500	938		938	79.2%	
4046 VEHICLE LEASING	10,915	8,839	9,000	161		161	98.2%	
4047 MATERIALS/TOOLS	10,841	14,334	12,000	(2,334)		(2,334)	119.4%	
4048 VEHICLE MAINT/REPAIR	10,039	10,206	10,000	(206)		(206)	102.1%	
4049 VEHICLE FUEL	7,653	7,435	8,000	565		565	92.9%	
4050 VEHICLE TAX	270	455	455	0		0	100.0%	
4103 PROTECTIVE CLOTHING	4,114	2,464	2,500	36		36	98.6%	
4119 SKIP HIRE	3,169	2,619	3,000	381		381	87.3%	
4125 Misc Costs	0	16	16	0		0	100.0%	
4128 EQUIPMENT	90	442	500	58		58	88.3%	
4134 SECURITY/CCTV	1,822	0	2,000	2,000		2,000	0.0%	
4136 RENEWALS/REPLACEMENT	829	0	3,000	3,000		3,000	0.0%	
4137 PLANNING APPLICATION	116	0	0	0		0	0.0%	
4902 W.S. SALARY RECHARGE	(228,114)	(228,070)	(250,003)	(21,933)		(21,933)	91.2%	
4912 W.S. O'HEAD RECHARGE	(57,645)	(59,351)	(59,285)	66		66	100.1%	
WORKS SERVICES :- Indirect Expenditure	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				

Public Land & Open Spaces :- Income	<b>38,423</b>	<b>25,707</b>	<b>36,928</b>	<b>11,221</b>			<b>69.6%</b>	
Expenditure	<b>381,283</b>	<b>388,703</b>	<b>426,698</b>	<b>37,995</b>	<b>0</b>	<b>37,995</b>	<b>91.1%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(342,860)</b>	<b>(362,996)</b>						

**Town Centre Management**

<b>103 STREET LIGHTS</b>								
4014 ELECTRICITY	7,065	8,991	0	(8,991)		(8,991)	0.0%	
4038 MAINTENANCE CONTRACT	(16,877)	0	0	0		0	0.0%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4045 S/L REPAIR/RENEWAL	828	0	0	0		0	0.0%	
STREET LIGHTS :- Indirect Expenditure	<b>(8,985)</b>	<b>8,991</b>	<b>0</b>	<b>(8,991)</b>	<b>0</b>	<b>(8,991)</b>		<b>0</b>
<b>Net Expenditure</b>	<b>8,985</b>	<b>(8,991)</b>	<b>0</b>	<b>8,991</b>				
<b>105 CAR PARKS</b>								
1088 INC-CAR PARKING FEES	24,519	31,928	36,000	4,072			88.7%	
1089 INC - PARKING PERMITS WORK	15,151	11,281	11,000	(281)			102.6%	
1099 INC-INSURANCE (CLAIM)	2,556	2,688	0	(2,688)			0.0%	
1189 INC-PARKING PERMITS RES	5,479	5,770	6,000	230			96.2%	
CAR PARKS :- Income	<b>47,704</b>	<b>51,666</b>	<b>53,000</b>	<b>1,334</b>			<b>97.5%</b>	<b>0</b>
4011 RATES	25,128	25,704	25,704	0		0	100.0%	
4014 ELECTRICITY	0	0	500	500		500	0.0%	
4021 TELEPHONE & FAX	0	0	600	600		600	0.0%	
4038 MAINTENANCE CONTRACT	2,055	10,070	7,500	(2,570)		(2,570)	134.3%	
4042 EQUIPT MAINT/REPAIR	2,574	0	0	0		0	0.0%	
4047 MATERIALS/TOOLS	1,872	1,503	2,000	497		497	75.1%	
4056 LEGAL EXPENSES	0	0	1,000	1,000		1,000	0.0%	
4092 Card Processing Fees	542	1,071	1,000	(71)		(71)	107.1%	
4108 SURFACE REPAIRS	8,175	0	3,000	3,000		3,000	0.0%	
4126 CAR PARK LEASE	29,000	29,000	29,001	1		1	100.0%	
4127 SIGNS	198	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	2,616	3,377	2,600	(777)		(777)	129.9%	
4902 W.S. SALARY RECHARGE	11,406	11,404	12,500	1,097		1,097	91.2%	
4911 C.S. O'HEAD RECHARGE	1,930	2,590	3,077	487		487	84.2%	
4912 W.S. O'HEAD RECHARGE	2,882	2,968	2,964	(4)		(4)	100.1%	
CAR PARKS :- Indirect Expenditure	<b>88,378</b>	<b>87,685</b>	<b>91,446</b>	<b>3,761</b>	<b>0</b>	<b>3,761</b>	<b>95.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(40,675)</b>	<b>(36,019)</b>	<b>(38,446)</b>	<b>(2,427)</b>				
<b>106 MARKET</b>								
1085 INC-TUESDAY MARKET RENTS	3,108	2,250	2,900	650			77.6%	
1086 INC-SATURDAY MARKET RENTS	12,066	9,245	10,500	1,255			88.0%	
1091 INC-MISCELLANEOUS	90	357	90	(267)			397.0%	
MARKET :- Income	<b>15,265</b>	<b>11,852</b>	<b>13,490</b>	<b>1,638</b>			<b>87.9%</b>	<b>0</b>
4001 STAFF SALARIES	805	0	0	0		0	0.0%	
4004 MARKET STAFF	4,104	4,548	5,250	702		702	86.6%	
4011 RATES	4,982	5,097	5,097	0		0	100.0%	
4014 ELECTRICITY	1,193	337	1,200	863		863	28.1%	
4032 PUBLICITY	0	343	550	208		208	62.3%	

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4047 MATERIALS/TOOLS	0	218	250	32		32	87.2%	
4081 Licences	333	0	333	333		333	0.0%	
4901 C.S. SALARY RECHARGE	8,720	11,255	8,665	(2,590)		(2,590)	129.9%	
4911 C.S. O'HEAD RECHARGE	6,434	8,632	10,256	1,624		1,624	84.2%	
<b>MARKET :- Indirect Expenditure</b>	<b>26,571</b>	<b>30,429</b>	<b>31,601</b>	<b>1,172</b>	<b>0</b>	<b>1,172</b>	<b>96.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(11,307)</b>	<b>(18,577)</b>	<b>(18,111)</b>	<b>466</b>				
<b>107 TOWN CENTRE GENERAL</b>								
1145 INC-CHRISTMAS ACTIVITIES	701	686	500	(186)			137.2%	
<b>TOWN CENTRE GENERAL :- Income</b>	<b>701</b>	<b>686</b>	<b>500</b>	<b>(186)</b>			<b>137.2%</b>	<b>0</b>
4001 STAFF SALARIES	10,128	22,732	24,804	2,072		2,072	91.6%	
4002 EMPLOYERS N.I	888	2,046	2,232	186		186	91.7%	
4003 EMPLOYERS SUPERANN.	2,309	5,410	5,902	492		492	91.7%	
4009 STAFF TRAVEL	25	342	250	(92)		(92)	137.0%	
4036 PROPERTY MAINTENANCE	0	194	750	556		556	25.9%	
4064 ANNUAL HANGING BASKETS	2,266	2,991	2,991	0		0	100.0%	
4116 WAR MEM & REM SERV	755	301	750	449		449	40.2%	
4117 CLOCK REPAIRS	0	0	350	350		350	0.0%	
4140 CHRISTMAS ACTIVITIES	6,864	6,413	7,000	587		587	91.6%	
4144 CCTV	14,982	1,500	18,000	16,500		16,500	8.3%	
4145 CHRISTMAS LIGHTS	17,999	18,660	18,000	(660)		(660)	103.7%	
4901 C.S. SALARY RECHARGE	2,616	3,377	2,600	(777)		(777)	129.9%	
4902 W.S. SALARY RECHARGE	11,406	11,404	12,500	1,097		1,097	91.2%	
4911 C.S. O'HEAD RECHARGE	1,930	2,590	3,077	487		487	84.2%	
4912 W.S. O'HEAD RECHARGE	2,882	2,968	2,964	(4)		(4)	100.1%	
<b>TOWN CENTRE GENERAL :- Indirect Expenditure</b>	<b>75,049</b>	<b>80,926</b>	<b>102,170</b>	<b>21,244</b>	<b>0</b>	<b>21,244</b>	<b>79.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(74,348)</b>	<b>(80,241)</b>	<b>(101,670)</b>	<b>(21,429)</b>				
<b>110 PUBLIC CONVENIENCES</b>								
4011 RATES	3,024	3,093	3,093	(0)		(0)	100.0%	
4012 WATER RATES	1,400	1,661	1,600	(61)		(61)	103.8%	
4014 ELECTRICITY	943	89	1,000	911		911	8.9%	
4036 PROPERTY MAINTENANCE	2,204	119	2,500	2,381		2,381	4.8%	
4038 MAINTENANCE CONTRACT	15,590	15,417	16,000	583		583	96.4%	
<b>PUBLIC CONVENIENCES :- Indirect Expenditure</b>	<b>23,162</b>	<b>20,379</b>	<b>24,193</b>	<b>3,814</b>	<b>0</b>	<b>3,814</b>	<b>84.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(23,162)</b>	<b>(20,379)</b>	<b>(24,193)</b>	<b>(3,814)</b>				
<b>Town Centre Management :- Income</b>	<b>63,669</b>	<b>64,205</b>	<b>66,990</b>	<b>2,785</b>			<b>95.8%</b>	
<b>Expenditure</b>	<b>204,175</b>	<b>228,412</b>	<b>249,410</b>	<b>20,998</b>	<b>0</b>	<b>20,998</b>	<b>91.6%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(140,506)</b>	<b>(164,207)</b>						

## Detailed Income &amp; Expenditure by Projected Budget Heading 29/02/2020

Month No: 11

## Committee Report

	Actual Last Year	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,125,792	1,161,827	1,173,082	11,255			99.0%	
Expenditure	1,069,042	1,142,870	1,237,058	94,188	0	94,188	92.4%	
<b>Net Income over Expenditure</b>	<u>56,750</u>	<u>18,957</u>	<u>(63,976)</u>	<u>(82,933)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>56,750</u>	<u>18,957</u>						



Date: 25/03/2020

**Biggleswade Town Council**

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**Natwest Current A/C**

**List of Payments made between 01/02/2020 and 29/02/2020**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/02/2020	British Telecommunications PLC	DD01	553.50		P/Ledger Electronic Payment
05/02/2020	Central Beds Council	Std Ord	521.00		Rates
13/02/2020	British Telecommunications PLC	DD02	30.00		60586334/3425/British Telecomm
18/02/2020	Fuel Genie DDR	DD03	496.98		3847405/3421/Fuel Genie DDR
19/02/2020	Rickerby Waterson	Std Ord	7,250.00		Rose Lane Car Park
21/02/2020	EE - DDR	DD04	56.93		V01722767496/3430/EE - DDR
28/02/2020	Cawleys - DDR	DD05	943.59		287872/3359/Cawleys - DDR
28/02/2020	Bank charge payable	CHRG	12.29		Bank charge payable
		<b>Total Payments</b>	<u>9,864.29</u>		

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
03/02/2020	The right Fuelcard Company Lim	DD02	80.88		P/Ledger Electronic Payment
05/02/2020	CoolerAid Ltd	201191	37.20		3292-19L still bottle
05/02/2020	AMF Services (Bedford) Ltd	201192	59.88		3288-Exhaust bracket
05/02/2020	Anglian Water Business Ltd. (N	201193	329.18		3320-Water 04.10.19-03.01.20
05/02/2020	BBW Law LLP	201194	756.00		3330-Defence of claim by A.Har
05/02/2020	Rosetta Publishing Ltd	201195	258.00		3323-Feb 2020 Bulletin
05/02/2020	Colin Ross Workwear & Safety	201196	529.88		3291-Boilersuit+logo uniform
05/02/2020	CLR Law Limited	201197	420.00		3290-Settlement agreement-prof
05/02/2020	J R GOLDTHORPE & SON	201198	167.28		3325-Electric keettle,etc.
05/02/2020	Harrier Office Supplies Ltd	201199	167.09		3296-Open top side folder
05/02/2020	HM Revenue & Customs	201200	9,462.13		3284-HMRC PAYE/NI Due Jan 20
05/02/2020	J.W.J. Car & Commercial Repair	201201	620.94		3297-Full service+road test
05/02/2020	Lamps & Tubes Illuminations Lt	201202	2,216.04		3298-Xmas lighting 19/20
05/02/2020	The Lion Press (Sandy) Ltd	201203	76.80		3322-2xA0 Foamex Maps
05/02/2020	CENTRAL BEDFORDSHIRE	201204	116.25		3289-Kennel farm rent Qtr4
05/02/2020	Bedfordshire Pension Fund	201205	9,666.08		3285-Pension Due Jan 2020
05/02/2020	Mr Williamson	201206	350.00		3315-Mole control Oct19-Jan20
05/02/2020	G & A Plumbing and Heating Eng	201207	745.27		3295-Callout-No heating+boiler
05/02/2020	DCK Accounting Solutions Ltd	201208	1,783.20		3294-Contract visit
05/02/2020	R & C Hyett	201209	2,825.00		3318-Market Cleaning Jan
05/02/2020	Hire or Buy Group Ltd	201210	36.20		3321-Ctíhl chain oil
05/02/2020	Turfcare Leisure Services Ltd	201211	690.47		3319-Bowl green maint-Feb
05/02/2020	Unison	201212	11.50		3286-Unison Due Jan 2020
10/02/2020	The right Fuelcard Company Lim	DD03	2.40		2587356/3434/The right Fuelcar
11/02/2020	BNP Leasing	DD	584.17		BNP - LN69XVL Leasing
12/02/2020	Node IT Solutions Ltd	DD04	211.20		3301-Managed networking
12/02/2020	Ampower - 73506 - Old Court Ho	DD05	350.00		P/Ledger Electronic Payment
12/02/2020	Ampower G81907-Kings Reach	DD06	600.00		P/Ledger Electronic Payment
12/02/2020	Node IT Solutions Ltd	DD07	1,140.00		3300-Manage firewall
12/02/2020	Node IT Solutions Ltd	DD08	2,770.15		3299-IT services agreement
14/02/2020	BBW Law LLP	CNXL-20119	-756.00		P/Ledger Electronic Payment
17/02/2020	Action Doors	201213	124.80		9975/3382/Action Doors
17/02/2020	AMF Services (Bedford) Ltd	201214	2,996.53		22166/3371/AMF Services (Bedfo
17/02/2020	Anglian Water Business Ltd. (N	201215	682.62		6596850/3389/Anglian Water Bus
17/02/2020	Climate By Design	201216	329.40		INV-0189/3372/Climate By Desig
17/02/2020	Chubb Fire Ltd	201217	317.52		8026988/3390/Chubb Fire Ltd
17/02/2020	The Community Heartbeat Trust	201218	99.60		5400/3373/The Community Heartb
17/02/2020	Deeping Direct Limited	201219	57.60		6655/3383/Deeping Direct Limit
17/02/2020	Flowbird Smart City UK Ltd	201220	253.70		UK125323/3374/Flowbird Smart C
17/02/2020	GH Online Accounting Limited	201221	374.40		12461/3360/GH Online Accountin
17/02/2020	Harrier Office Supplies Ltd	201222	9.02		445283/3375/Harrier Office Sup
17/02/2020	Henlow Building Supplies	201223	1,506.91		D0117427/3368/Henlow Building
17/02/2020	LGRC Associates Ltd	201224	8,211.60		500/3377/LGRC Associates Ltd
17/02/2020	Pear Technology Services Ltd	201225	330.00		125527/3370/Pear Technology Se
17/02/2020	Peninsula Business Services Li	201226	701.46		U001413240/3384/Peninsula Busi
17/02/2020	RIGBY TAYLOR LTD	201227	453.60		RSIN0328041/3380/RIGBY TAYLOR
17/02/2020	The Tree People Bedford Ltd	201228	720.00		3130/20/3381/The Tree People B

Date: 25/03/2020

**Biggleswade Town Council**

Council 12/05/2020

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**Lloyds Current A/C**

Accounts

Item 10a v Lloyds Payment listing

**List of Payments made between 01/02/2020 and 29/02/202**

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
17/02/2020	Peninsula Business Services Li	201226	-701.46		Purchase Ledger Payment
17/02/2020	Lloyds Salary A/C	TFR	34,000.00		
17/02/2020	Shire Leasing Plc DDR	DD09	726.23		P/Ledger Electronic Payment
17/02/2020	HM Revenue & Customs	REV-201200	-9,462.13		P/Ledger Electronic Payment
18/02/2020	Petty Cash	000245	247.23		Petty Cash
20/02/2020	Lloyds Salary A/C	TFR	27,400.10		
20/02/2020	AIB Merchant Services	DD10	72.80		310120.000001/3369/AIB Merchan
24/02/2020	EE - DDR	DD11	336.43		V01723442304/3420/EE - DDR
27/02/2020	Kubota Finance	Std Ord	536.40		Kubota Finance Leasing
28/02/2020	Lex Autolease Ltd	DD12	389.02		MRI9807364/3376/Lex Autolease
28/02/2020	OPUS Energy (Corporate) Limite	DD13	2,051.98		38724567/3458/OPUS Energy (Cor
<b>Total Payments</b>			<u>109,072.55</u>		