



Ref: Agenda/Council-25/08/2020

6th August 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 25th August 2020 via Virtual access, Biggleswade** commencing at **7.00 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

Philip Truppin
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_DVrp5vwQQBeDBZAJ2-KyWw

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 11th August 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 11th August 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/20/02788/FULL - 48 - 54 Lawrence Road, Biggleswade, SG18 0LS**

Construction of new residential bungalow, formation of access, parking, turning and garden areas.

b. **CB/20/02667/FULL - 1 Jasmine Close, Biggleswade, SG18 8SW**

Loft extension with raised roof height.

c. **CB/20/01520/FULL - Phase 6B Stratton Business Park, East of Pegasus Drive, Biggleswade**

This application has previously been presented to Council, there are amendments to this application in respect of the above property. Additional information, including further ecological, landscape, highways, travel plan and sustainability details.

The erection of 4 no. B8 use distribution units, together with associated energy centre, balancing pond, landscaping and all other ancillary works.

10. **ACCOUNTS**

a. **Financial Administration**

For Members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 31/07/2020.
- ii. Summary Income and Expenditure by Committee heading 31/07/2020.
- iii. Detailed Income and Expenditure by Committee heading 31/07/2020.

11. **ITEMS FOR CONSIDERATION**

a. **Schedule of committee meetings**

Members are advised that the draft attached has kept the scheduling of the Personnel Committee on 12th November 2020 at 10.00am and may wish to consider whether to keep or amend that time.

Dates for 2021 have yet to be determined but the cycle in January will need to be scheduled as a high priority because of Precept determination for 2021/22. Further, although there will be further discussions on frequency and timings for committees and council, the dates of the Annual Assembly and the Annual Statutory Council Meeting are also being shown on the forward schedule for 2021.

b. **Allotment Access**

Terry Mack from Taylor Wimpey has been in contact about the new Saxon Drive development. They are proposing to put a gate up on the road just past the green wheel link to prevent dog walkers, runners and pedestrians walking down from the green wheel on the road and they have installed a pedestrian walkway down the right hand side of the road which has fences to direct the public to keep to the side of the road. The gate will be manned during the week, so anyone wishing to access the allotments by car or to the farm will be let in, but they have seen a number of people parking at the barn on the corner (marked with an X) and then walking onwards (to the right along the pinkish line) with their dogs. On the weekends the gate will be closed with a combination lock, much the same as on the allotments.

c. **Pedestrian Crossing Potton Road**

Correspondence has been received from concerned residents for a Pedestrian crossing is to be installed in Potton Road for the children from Edward Peake School. The vast increase in traffic volume that the residents of the top end of Nursery Close feel that yellow lines need to be installed as it can be very dangerous trying to get out into Potton Road, and quite often the people from the 'Car Wash' leave their cars in Nursery Close most of the day, this causes a delay up to 30 mins when collecting their children. This is very dangerous near a junction. There is also a need in Stratton Way for yellow lines at the entrance from Potton Road as the town buses have a great difficulty trying to get there due to parked cars.

d. **Drove Road Chapel Wall Repairs**

Councillors are requested to consider a report from the Works Manager with quotes for urgently required repairs to Drove Road Chapel wall, as attached.

e. **MHCLG Planning Consultations**

The Ministry of Housing, Communities and Local Government has issued three consultations on reform of the planning system:

1. Changes to the current planning system (NALC deadline for responses 17.9.20 (MHCLG deadline 1.10.20))
2. Planning for the future - the planning white paper (NALC deadline for responses 15.10.20) (MHCLG deadline 29.10.20)

3. Transparency and competition: a call for evidence on data on land control (NALC deadline for responses 16th October) (MHCLG deadline 29.10.20)

Attached are briefings for consultation and councils are requested to respond to NALC emailing policycomms@nalc.gov.uk by the individual deadlines given for each consultation.

f. **Workshop Facilities**

To consider options for the short-term pending decisions on a permanent solution for the provision of workshop and storage facilities.

g. **Lindsells level crossing, Biggleswade - Proposed closure of Lindsells level crossing - Biggleswade Bridleway No. 11**

Highways Act 1980 - Section 119A - Proposed closure of Lindsells level crossing (Biggleswade Bridleway No. 11) and the creation of an alternative route via a new bridleway bridge Highways Act 1980 - Sections 26 and 118 - The proposed creation of a new footpath and the upgrading of Footpaths Nos. 13, 14 and 16 to bridleways and the stopping up of parts of Footpath No. 19 and Bridleway No. 11 in Biggleswade Central Bedfordshire Council has now received an application from Network Rail to close the section of Biggleswade Bridleway No. 11 that crosses the East Coast Mainline at Lindsells level crossing near Shortmead House to the north of Biggleswade (points X-Y on the attached plan) on the grounds of rail safety.

12. **ITEMS FOR INFORMATION**

a. **Appointment of New Town Clerk**

Members are advised that the newly appointed Town Clerk, Peter Tarrant, will assume the title of 'Town Clerk & Chief Executive' to define the role publicly. For information, he also has the role of Responsible Financial Officer (RFO) as part of his remit.

This change of title does not require resolution of council or any amendments to standing orders.

b. **Crime Statistics – July 2020**

Biggleswade crime statistics for July 2020. (Attached)

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_DVrp5vwQQBeDBZAJ2-KyWw

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.

NONE

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



MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 11 AUGUST 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 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. Truppin – Acting Town Clerk, Biggleswade Town Council
Ms N. Villa – Interim Deputy Town Clerk, Biggleswade Town Council
Mrs S. van der Merwe – Meeting Administrator, Biggleswade Town Council

Members of Public – 9

Meeting Formalities:

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

1. APOLOGIES FOR ABSENCE

Cllr L Fage and Cllr H Ramsay.

ABSENT WITHOUT APOLOGIES

None.

2. DECLARATIONS OF INTEREST

a. Disclosable Pecuniary interests in any agenda item:

None.

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

- Cllr G Fage – Item 9 f.
- Cllr M North – Item 9 I.
- Cllr M Foster – Item 11 b.

3. **TOWN MAYOR'S ANNOUNCEMENTS**

There has been discussion for some time about decluttering of the Market Square and High Street, that is the removal of extraneous street furniture. Due to the pandemic, the Government has provided funding for the improvement of High Streets to encourage trade and, as a result of this, Central Bedfordshire Council will be removing some of the items like railings, posts and bollards which are no longer needed. They will also be updating some of the signage. Work is likely to start within the next six weeks and the Town Council will publish the exact date when it is known. It is hoped that much of the work can take place evenings and weekends but there will be some disruption to traffic, particularly to keep workmen safe when railings are being removed. Funding has also been made available for the gradual refurbishment of all the bench seating in the town centre.

Cllr Russell was delighted to confirm that the new Town Clerk, Peter Tarrant, will be joining the Council on 24th August and Members look forward to his attendance at the next Town Council meeting. Philip Truppin (Acting Town Clerk) and Nina Villa (Interim Deputy Town Clerk) will remain in the short term as Assistant Clerks.

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**

Charlotte Gurney, Head of Service for Central Bedfordshire Council's Housing Solutions

Ms Gurney talked about Central Bedfordshire Council's Housing Service provision across Central Bedfordshire as a whole and statistics for Biggleswade itself. The Housing Service covers issues of homelessness, the Housing Register and private sector housing - especially environmental health aspects of private rentals in disrepair.

There are a number of Acts of Parliament that govern the duties on Local Councils in dealing with homelessness and any social care issues that rough sleepers and homeless people face. Ms Gurney shared Central Bedfordshire Council's Strategy, Priorities and Vision showing an increased need for affordable housing across the County, but also shared with Members that, as a result of recent profile-raising campaigns, people are now more aware that Central Bedfordshire Council's Housing Service can intervene and assist people with various issues before homelessness occurs.

Statistics provided for homelessness in Biggleswade are as follows:

Local information

from – April 2019 and so far in 2020

Biggleswade	
Number of housing registration applicants who have expressed an interest to live within your area currently.	290 applicants on the register stated they want to live in Biggleswade
Number of households that have approached as homeless or threatened with homeless in your area	In 2019-20 = 176 approaches from households living in Biggleswade. In the first quarter of 2020-21 = 34 approaches from households living in Biggleswade.
Transition accommodation within your area	5 units of accommodation
Number of disrepairs reported to Private Sector Housing (PSH)	In 2019/20 = 11 First quarter of 2020/21 = 2
Number of enforcement notices in your area	In 2019/20 = 2 First quarter of 2020/21 = 0
Prosecutions in your area	In 2019/20 = 1 First quarter of 2020/21 = 0
Known Houses in Multiple Occupation (HMO) in your area	As of 23 rd July 2020 = 11

Ms Gurney encouraged Members and the public to report any rough sleepers to her team to facilitate engagement with them and advised Members that Central Bedfordshire Council has a new media campaign in the pipeline, which will help with messaging to the public about offering money to rough sleepers.

Cllr Russell acknowledged that this is a sensitive issue to deal with and offered Ms Gurney the Town Council's full support and help for the media campaign.

6. MEMBERS' QUESTIONS

- a. Cllr G Fage advised Members of a campaign to encourage residents to buy more locally to help stimulate the local economy. The Acting Town Clerk advised Members that banners are being designed and printed by a local firm of printers, and Cllr G Fage requested to see the draft design before it goes to printing. This campaign is being implemented by Biggleswade Town Council in support of local business owners, service providers and market traders to encourage the public to make use of these local services and products.
- b. Cllr Albone said that he was pleased to see the last Saturday Market looking considerably busier and that the new layout looked very attractive, noticeably different. He offered his thanks to the Market Superintendent and Town Centre Operations Manager for their work on this.

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

Members received the minutes of the Council Meeting held on **Tuesday 28th July 2020**.
The following amendment was proposed:

- **Page 2 – Cllr G Fage – 6.a. – Decluttering** – Cllr G Fage clarified that it was Sam Caldbeck asked to engage on this action point, not the Planning Officers. Cllr Fage added that the minutes needed correcting to reflect that it was for the Town Centre Operations Manager to copy Cllr I Bond and Cllr M Foster into the existing chain of emails.

Subject to this amendment, the minutes were approved as a true and accurate record.

8. **MATTERS ARISING**

Matters arising from the Minutes of the Town Council Meeting of **28th July 2020**.

- a. **Page 2: Item 6a.** - Cllr G Fage clarified that this item was not actioned, but that Cllr S Watkins (Central Bedfordshire Ward Councillor) had obtained the map from Sam Caldbeck. Cllr G Fage offered thanks to Cllr Watkins for obtaining it.

Cllr Russell explained that what was ultimately provided was not the full report, but a plan of the market square which regrettably did not clearly show what would be happening to the street furniture. Cllr Russell, Cllr Watkins and Cllr Bond had met with the Highways Officer in charge and Sam Caldbeck and this was the update provided to Council at Item 3 above.

- b. **Page 3: Item 8c: Orchard Centre:** Cllr Pullinger asked for an update on works to floor and re-opening of the Centre. The Acting Town Clerk advised that separation joints had been installed to prevent the floor moving and there is a waiting period for settlement before the floor covering will be put down. Members will be given an opening date after that.

- c. **Page 3: Item 8a: Parking Orders:** Cllr Knight asked for any update on the parking orders issue. The Acting Town Clerk confirmed he had emailed Marcel Coiffait (Director of Community Services at Central Bedfordshire Council) following the Town Council meeting of 28 July 2020 and has, yet again, not received an acknowledgement of the email, nor a response. The Acting Town Clerk advised that he had copied Cllr Bond on the complete email trail on this topic, dating back to February 2020 and given that there has been no response, even on the most recent email, requested the assistance of Councillors to intervene to progress this.

Cllr Bond confirmed he would be happy to take this up with Marcel Coiffait and will circulate an update before the next scheduled Town Council Meeting of 25 August 2020.

- d. **Page 7: Item 11e: Council Website Working Group:** Cllr Pullinger updated members on the working group's progress. The group had met following an update from the Office Manager and had discussed what process needs to be followed to get quotes and finalise requirements. There are currently three companies preliminarily identified as suitable and the working group aim to bring recommendations to Council on 8th September 2020.

9. **PLANNING APPLICATIONS**

- a. **CB/20/02572/FULL - 148B Drove Road, Biggleswade, SG18 0HP**

Two storey side extension to form garden/dining room & ensuite.

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 Central Bedfordshire Council 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/20/02251/FULL - 15 Ripon Court, Biggleswade, SG18 8JE**

Front porch.

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 Central Bedfordshire Council 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.

c. **CB/20/02355/FULL - New Inn Public House, 16A Market Square, Biggleswade, SG18 8AS**

Refurbishment and extension of the site for restaurant/bar use (A4 Use) at ground floor and the conversion of the first floor into two new residential units (C3 Use) with the replacement of the single storey garage in the rear yard by a two-storey distillery.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application.

Members expressed the view that the name of the premises should remain as the New Inn.

d. **CB/20/02356/LB - New Inn Public House, 16A Market Square, Biggleswade, SG18 8AS**

Listed Building: Refurbishment and extension of the site for restaurant/bar use (Ad Use) at ground floor and the conversion of the first floor into two new residential units (C3 Use) with the replacement of the single storey garage in the rear yard by a two-storey distillery.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application.

e. **CB/20/02384/FULL - 8 Dartmoor Way, Biggleswade, SG18 0FL**

Proposed single-storey side extension and driveway to provide off-street parking.

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 Central Bedfordshire Council 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.

f. **CB/20/02432/LB - 63 High Street, Biggleswade, SG18 0JH**

Listed Building: Conversion of existing bank to physiotherapy clinic at ground floor and 2 x residential flats above and construction of new residential block to rear of site.

Cllr G Fage had expressed a non-pecuniary interest in this item but wished to add that the proximity to George Hall with its late licence and loud music playing may need an appropriate sound proofing mitigation. Cllr Fage added that, whilst Members want to help this new business to thrive, it should not be to the detriment of other, well-established businesses and residents.

Due to technical difficulties, the Mayor was unable to continue to Chair this meeting and Cllr G Fage took the Chair to continue with the meeting in his capacity as Deputy Mayor.

Cllr Bond supported Cllr Fage's points on George Hall and believed there should be legal clarification around the noise issue. He had raised this at the last DMC and asked for some clarity on this issue by the Legal Representative, but was told that the Council cannot refuse to accept noise complaints from neighbours, regardless of what mitigations have been put in place. Cllr Bond suggested that, with planning applications submitted where residential meets clubs/pubs/shops, BTC needs to find some concrete way to comfortably approve the applications without there being a detriment to the existing buildings.

Cllr Knight advised there is a concept of a Deed of Easement that is covered by the National Planning Policy framework that is essentially designed to ensure that new developments can co-exist with existing businesses.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided: 1) There is mitigation in place for sound proofing due to the adjacent business having a noise factor. Central Bedfordshire Council should conduct a noise assessment and take due consideration of impact of noise from business next door. 2) The residents are made aware that, as per Biggleswade Town Council Parking permit policy, there will be no eligibility for resident parking permits however the physiotherapy clinic will be eligible for worker permits for their staff.

g. **CB/20/00959/OUT - Land East of Biggleswade – Revised planning application**

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 (classD1) 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

Cllr Pullinger advised Members that although they had received further feedback from Central Bedfordshire Council today stating that there are no changes – these were on the Central Bedfordshire Council website and it was possible for Members to view those documents as of last week when the agenda was issued.

It was **RESOLVED** that the Town Council refers to its previous response that it has **NO OBJECTION** to this planning application 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.

h. **CB/20/02516/FULL - 25 Sun Street, Biggleswade, SG18 0BP**

Replacement and enlarged single storey rear extension.

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

i. **CB/20/02368/FULL - 15 Sycamore Close, Biggleswade, SG18 0HY**

Two storey side & single storey rear extension.

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

j. **CB/20/02496/FULL - 2 Station Chambers, Station Road, Biggleswade, SG18 8AH**

Change of Use from A1 to mixed A1 / A4 with internal alterations.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application.

It is noted that Councillors welcome new business to town.

k. **CB/20/02172/FULL - Little Acre One, Langford Road, Biggleswade, SG18 9JU**

Change of use of land adjacent to an existing traveller site to expand the existing facility. Proposal to also include the siting of 4 static and 4 mobile caravans to facilitate accommodation for Gypsies and Travellers with new separate cross over/vehicular access.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application.

l. **CB/20/02693/FULL - 24 Broadmead, Biggleswade, SG18 8LF**

Proposed demolition of existing outbuilding and construction of prefabricated detached garage, with erection of single storey rear extension, replacement UPVC windows and new crossover for new detached garage.

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 Central Bedfordshire Council 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.

m. **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.

Cllr I Bond confirmed this has been called in for DMC next week. He had checked the website and there are no changes to this Planning Application.

It was **RESOLVED** that the Town Council **OBJECTS** to this planning application.

1. The objection is due to the height of the building.
2. The aesthetics of the building is overbearing and out of keeping to the original application.
3. The building is too close to the residential homes and have detrimental impact to adjacent residents.
4. Previous applications have been objected to for buildings of this height.

Councillors noted that this application has been “called in” for consideration at the Development Management Committee of CBC.

10. ACCOUNTS

None.

11. ITEMS FOR CONSIDERATION

a. Diversion of Footpath 24 Biggleswade:

It was **RESOLVED** that the Town Council has no objection.

b. Street Naming - CB/SN/20/0079 - Land at Sorrell Way, Biggleswade, SG18 8WB

Local Government Act 1985 - 93 apartment retirement scheme. The Developer has asked in this instance that the Town Council make the street name suggestions. Whilst only one street name is required it is advised that 2-3 suggestions are provided. A copy of the Street Naming and Numbering guidance is attached.

It was **RESOLVED** by the Town Council to submit the suggestions of Chamomile, Parsley and Cardamom.

c. Committee Meetings

Councillors to consider a request from Councillor F Foster for Committee Meetings to resume.

Cllr F Foster said that formal committee meetings have been suspended for 5 months now as a result of the COVID-19 pandemic. Although the work of the committees has continued informally with actions as necessary being dealt with by the Council meetings agendas, he believes Committee meetings need to be made public once again, with published formal agendas and minutes. Since the office is now fully staffed and normal office hours have resumed, Members voted to resume committee meetings forthwith, either virtually or physically in person at the Town Hall building as soon as regulations allow this to happen.

Feedback from Officers and Town Council Members indicated a need to reduce the number of meetings in the calendar.

It was **RESOLVED** for the Committee meetings to resume from mid-September, with the Acting Town Clerk to provide a proposed schedule of meetings up to the end of December 2020.

12. ITEMS FOR INFORMATION

a. Planning Application Outcomes

Cllr Pullinger noted that the planning application for Bonds Lane has been formally decided and approved.

This item was **NOTED**.

b. **Temporary Closure: Footpath 36: Biggleswade**

Cllr Pullinger advised Members this application was commented on previously and this is simply the notice that it has been sealed.

This item was **NOTED**.

c. **Chapel at Drove Road**

Cllr F Foster has discussed this with the Works Manager, he has been pressing for some action on this and it is top of the Public Lands & Open Spaces agenda.

The Public Realm team are doing extra grounds maintenance work tidying up the entrances and along the pathways so there is a lot of work going on in the cemetery. Cllr Thomas confirmed he had been to the cemetery earlier that day and it was a lot tidier than the week before. With three Public Realm Operatives on site there is a lot being done.

Members **NOTED** that they will be provided with three quotes from the Works Manager once these are available.

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.

a. None.

18/08/2020

Biggleswade Town Council

13:29

Detailed Balance Sheet - Excluding Stock Movement**Month 4 Date 31/07/2020**

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<u>A/c</u>	<u>Description</u>	<u>Actual</u>		
	<u>Fixed Assets</u>	Asset Value	Depreciation	Net Value
1	OP'L F/H LAND & BUILDINGS	1,813,044	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	4,181		
101	DEBTORS - ALLOTMENTS	745		
102	DEBTORS - PITCH HIRE	3,007		
103	DEBTORS - ORCHARD CENTRE	23,239		
105	VAT REFUNDS	19,727		
202	LLOYDS CURRENT BANK A/C	385,332		
204	LLOYDS SALARY A/C	26		
210	PETTY CASH	155		
212	CASH CHANGE FLOAT	24		
224	PUBLIC SECTOR DEPOSIT	400,000		
	Total Current Assets		843,761	
	<u>Current Liabilities</u>			
501	TRADE CREDITORS	13,629		
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		46,144	
	Net Current Assets			797,617
	Total Assets less Current Liabilities			2,606,951
	<u>Long Term Liabilities</u>			
401	PWLB LOANS	120,677		
430	LEASE CREDITOR (GROSS)	7,152		
435	LEASE CREDITOR (DEF'D INT)	(535)		
	Total Long Term Liabilities		127,294	
	Total Assets less Total Liabilities			2,479,657
	<u>Represented by :-</u>			
301	CURRENT YEAR FUND	182,195		
310	GENERAL RESERVE	134,400		
327	EMR TWINNING	500		
329	EMR DEPOT	1,500		
349	ROLLING CAPITAL FUND	471,697		
350	CAPITAL FINANCING RESERVE	1,355,319		
451	DEF'D GRANTS APPLIED	608,674		

Detailed Balance Sheet - Excluding Stock Movement**Month 4 Date 31/07/2020**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
452	DEF'D GRANTS W/BACK	(274,627)	
	Total Equity		<u>2,479,657</u>

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Biggleswade Town Council

Item 10ii Summary Inc & Exp
by Committee Heading 31/07/2020

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Summary Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

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		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Finance & General Purposes</u>								
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	1,020	0	(1,020)			0.0%
	Expenditure	120,359	74,308	120,200	45,892		45,892	61.8%
	Movement to/(from) Gen Reserve	<u>(120,359)</u>	<u>(73,288)</u>					
111	CORPORATE MANAGEMENT							
	Income	1,011,651	583,423	1,171,677	588,254			49.8%
	Expenditure	134,043	44,764	122,729	77,965		77,965	36.5%
	Movement to/(from) Gen Reserve	<u>877,608</u>	<u>538,659</u>					
112	DEMOCRATIC REP'N & MGMT							
	Income	6,950	0	0	0			0.0%
	Expenditure	192,733	65,303	187,376	122,073		122,073	34.9%
	Movement to/(from) Gen Reserve	<u>(185,783)</u>	<u>(65,303)</u>					
113	CIVIC ACTIVITIES & EXPENSES							
	Income	538	0	0	0			0.0%
	Expenditure	1,695	0	3,600	3,600		3,600	0.0%
	Movement to/(from) Gen Reserve	<u>(1,157)</u>	<u>0</u>					
115	ORCHARD COMMUNITY CENTRE							
	Income	51,091	(24)	50,250	50,274			0.0%
	Expenditure	88,022	24,409	105,942	81,533		81,533	23.0%
	Movement to/(from) Gen Reserve	<u>(36,931)</u>	<u>(24,433)</u>					
901	CENTRAL SERVICES							
	Expenditure	0	0	0	0		0	0.0%
	Finance & General Purposes Income	<u>1,072,390</u>	<u>585,099</u>	<u>1,221,927</u>	<u>636,828</u>			<u>47.9%</u>
	Expenditure	<u>575,267</u>	<u>237,804</u>	<u>571,864</u>	<u>334,060</u>	<u>0</u>	<u>334,060</u>	<u>41.6%</u>
	Movement to/(from) Gen Reserve	<u>497,122</u>	<u>347,295</u>					

Summary Income & Expenditure by Budget Heading 31/07/2020

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Public Land & Open Spaces</u>								
102 ALLOTMENTS	Income	6,521	1,172	6,600	5,428			17.8%
	Expenditure	1,474	339	2,015	1,676		1,676	16.8%
	Movement to/(from) Gen Reserve	<u>5,047</u>	<u>833</u>					
104 BURIAL GROUNDS	Income	15,289	7,523	17,300	9,777			43.5%
	Expenditure	103,204	24,875	104,123	79,248		79,248	23.9%
	Movement to/(from) Gen Reserve	<u>(87,915)</u>	<u>(17,352)</u>					
210 GENERAL	Expenditure	0	2,993	3,000	7		7	99.8%
212 RECREATION GROUNDS	Income	9,305	0	9,240	9,240			0.0%
	Expenditure	368,426	80,375	369,209	288,834		288,834	21.8%
	Movement to/(from) Gen Reserve	<u>(359,121)</u>	<u>(80,375)</u>					
902 WORKS SERVICES	Expenditure	1,500	0	0	0		0	0.0%
	Public Land & Open Spaces Income	<u>31,114</u>	<u>8,695</u>	<u>33,140</u>	<u>24,445</u>			<u>26.2%</u>
	Expenditure	<u>474,603</u>	<u>108,582</u>	<u>478,347</u>	<u>369,765</u>	<u>0</u>	<u>369,765</u>	<u>22.7%</u>
	Movement to/(from) Gen Reserve	<u>(443,489)</u>	<u>(99,888)</u>					

Summary Income & Expenditure by Budget Heading 31/07/2020

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Town Centre Management</u>								
103	STREET LIGHTS	Expenditure	10,302	1,753	0	(1,753)	(1,753)	0.0%
105	CAR PARKS	Income	55,920	182	53,000	52,818		0.3%
		Expenditure	99,844	26,922	94,732	67,811	67,811	28.4%
	Movement to/(from) Gen Reserve		<u>(43,924)</u>	<u>(26,739)</u>				
106	MARKET	Income	12,213	271	13,400	13,129		2.0%
		Expenditure	33,616	11,129	32,623	21,494	21,494	34.1%
	Movement to/(from) Gen Reserve		<u>(21,403)</u>	<u>(10,857)</u>				
107	TOWN CENTRE GENERAL	Income	702	0	0	0		0.0%
		Expenditure	100,352	19,697	119,141	99,444	99,444	16.5%
	Movement to/(from) Gen Reserve		<u>(99,651)</u>	<u>(19,697)</u>				
110	PUBLIC CONVENIENCES	Expenditure	22,324	6,166	24,760	18,594	18,594	24.9%
	Town Centre Management Income		<u>68,834</u>	<u>453</u>	<u>66,400</u>	<u>65,947</u>		<u>0.7%</u>
	Expenditure		<u>266,438</u>	<u>65,666</u>	<u>271,256</u>	<u>205,590</u>	<u>0</u>	<u>24.2%</u>
	Movement to/(from) Gen Reserve		<u>(197,604)</u>	<u>(65,213)</u>				
	Grand Totals:- Income		<u>1,172,338</u>	<u>594,247</u>	<u>1,321,467</u>	<u>727,220</u>		<u>45.0%</u>
	Expenditure		<u>1,316,309</u>	<u>412,053</u>	<u>1,321,467</u>	<u>909,414</u>	<u>0</u>	<u>31.2%</u>
	Net Income over Expenditure		<u>(143,970)</u>	<u>182,195</u>	<u>0</u>	<u>(182,195)</u>		
	Movement to/(from) Gen Reserve		<u>(143,970)</u>	<u>182,195</u>				

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Biggleswade Town Council

Item 10iii Detailed Inc & Exp
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Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

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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	4,135	11,960	7,826		7,826	34.6%	
4012 WATER RATES	560	304	500	196		196	60.7%	
4013 RENT	(37,147)	(10,938)	(34,760)	(23,822)		(23,822)	31.5%	
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	4,182	9,000	4,818		4,818	46.5%	
4029 OFFICE REFURBISHMENT	360	0	0	0		0	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	1,213	1,500	287		287	80.8%	
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%	
CAPITAL EXPENDITURE :- Income	0	1,020	0	(1,020)				0
4053 LOAN INTEREST	5,879	0	5,383	5,383		5,383	0.0%	
4253 LEASE INTEREST REPAYED	401	134	401	267		267	33.4%	
4802 CP - New Computer Installation	(0)	0	0	0		0	0.0%	
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%	

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

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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
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	0	9,453	9,453		9,453	0.0%	
4981 TFR TO CFR NEW ASSETS	13,526	0	0	0		0	0.0%	
4982 LEASE CAPITAL REPAID	4,963	1,654	4,963	3,309		3,309	33.3%	
4990 ASSET FUNDING FROM RCP	(13,526)	0	(5,000)	(5,000)		(5,000)	0.0%	
CAPITAL EXPENDITURE :- Indirect Expenditure	120,359	74,308	120,200	45,892	0	45,892	61.8%	0
Net Income over Expenditure	(120,359)	(73,288)	(120,200)	(46,912)				
111 CORPORATE MANAGEMENT								
1076 PRECEPT RECEIVED	1,011,058	583,339	1,166,677	583,338			50.0%	
1096 INTEREST RECEIVED	593	84	5,000	4,916			1.7%	
CORPORATE MANAGEMENT :- Income	1,011,651	583,423	1,171,677	588,254			49.8%	0
4057 AUDIT FEES	3,735	0	3,720	3,720		3,720	0.0%	
4901 C.S. SALARY RECHARGE	70,888	15,683	63,456	47,773		47,773	24.7%	
4911 C.S. O'HEAD RECHARGE	59,420	29,081	55,553	26,472		26,472	52.3%	
CORPORATE MANAGEMENT :- Indirect Expenditure	134,043	44,764	122,729	77,965	0	77,965	36.5%	0
Net Income over Expenditure	877,608	538,659	1,048,948	510,289				
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	493	3,200	2,707		2,707	15.4%	
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	20,911	84,608	63,697		63,697	24.7%	
4911 C.S. O'HEAD RECHARGE	79,226	38,775	74,068	35,293		35,293	52.4%	
4999 DEPRECIATION CHARGED	9,292	0	0	0		0	0.0%	
DEMOCRATIC REP'N & MGM'T :- Indirect Expenditure	192,733	65,303	187,376	122,073	0	122,073	34.9%	0
Net Income over Expenditure	(185,783)	(65,303)	(187,376)	(122,073)				
113 CIVIC ACTIVITIES & EXPENSES								
1091 INC-MISCELLANEOUS	585	0	0	0			0.0%	
1300 INC-MAYORS CHARITY	(47)	0	0	0			0.0%	
CIVIC ACTIVITIES & EXPENSES :- Income	538	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
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)	0	(3,600)	(3,600)				
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	15,949	54,599	38,650		38,650	29.2%	
4002 EMPLOYERS N.I	5,014	1,393	5,153	3,760		3,760	27.0%	
4003 EMPLOYERS SUPERANN.	12,754	3,955	13,540	9,585		9,585	29.2%	
4007 HEALTH & SAFETY	0	132	500	368		368	26.4%	
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	0	500	500		500	0.0%	
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	555	1,500	945		945	37.0%	
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	24,409	105,942	81,533	0	81,533	23.0%	0
Net Income over Expenditure	(36,931)	(24,433)	(55,692)	(31,259)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
901 CENTRAL SERVICES								
4001 STAFF SALARIES	186,172	40,431	193,197	152,766		152,766	20.9%	
4002 EMPLOYERS N.I	14,645	2,768	18,323	15,555		15,555	15.1%	
4003 EMPLOYERS SUPERANN.	35,477	9,078	47,915	38,837		38,837	18.9%	
4005 AGENCY STAFF	43,519	40,121	0	(40,121)		(40,121)	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	17	3,000	2,983		2,983	0.6%	
4010 MISC. STAFF COSTS	180	424	1,000	577		577	42.4%	
4013 RENT	37,147	10,938	34,760	23,822		23,822	31.5%	
4020 MISC. ESTABLISH.COST	137	0	250	250		250	0.0%	
4021 TELEPHONE & FAX	8,208	3,524	6,500	2,976		2,976	54.2%	
4022 POSTAGE	547	358	1,000	642		642	35.8%	
4023 STATIONERY	5,971	764	5,000	4,236		4,236	15.3%	
4025 INSURANCE	19,492	19,545	21,000	1,455		1,455	93.1%	
4026 COMPUTER	33,873	12,418	30,000	17,582		17,582	41.4%	
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	970	3,500	2,530		2,530	27.7%	
4042 EQUIPT MAINT/REPAIR	314	0	0	0		0	0.0%	
4051 BANK CHARGES	2,109	293	2,100	1,807		1,807	14.0%	
4056 LEGAL EXPENSES	1,850	0	1,220	1,220		1,220	0.0%	
4058 PROFESSIONAL FEES	12,030	3,121	2,000	(1,121)		(1,121)	156.1%	
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	2,628	15,000	12,372		12,372	17.5%	
4125 Misc Costs	86	0	30	30		30	0.0%	
4901 C.S. SALARY RECHARGE	(236,294)	(52,277)	(211,520)	(159,243)		(159,243)	24.7%	
4911 C.S. O'HEAD RECHARGE	(198,065)	(96,938)	(185,175)	(88,237)		(88,237)	52.3%	
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				
Finance & General Purposes :- Income	1,072,390	585,099	1,221,927	636,828			47.9%	
Expenditure	575,267	237,804	571,864	334,060	0	334,060	41.6%	
Movement to/(from) Gen Reserve	497,122	347,295						

Public Land & Open Spaces102 ALLOTMENTS

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1087 INC-ALLOTMENTS	6,521	1,172	6,600	5,428			17.8%	
ALLOTMENTS :- Income	6,521	1,172	6,600	5,428			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	150	550	400		400	27.3%	
4999 DEPRECIATION CHARGED	167	0	0	0		0	0.0%	
ALLOTMENTS :- Indirect Expenditure	1,474	339	2,015	1,676	0	1,676	16.8%	0
Net Income over Expenditure	5,047	833	4,585	3,752				

104 BURIAL GROUNDS

1084 INC-BURIAL FEES	14,453	7,523	17,000	9,477			44.3%	
1097 INC-MEMORIALS	836	0	300	300			0.0%	
BURIAL GROUNDS :- Income	15,289	7,523	17,300	9,777			43.5%	0
4011 RATES	4,702	1,419	4,800	3,381		3,381	29.6%	
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	3,137	12,691	9,554		9,554	24.7%	
4902 W.S. SALARY RECHARGE	49,101	13,121	59,441	46,320		46,320	22.1%	
4911 C.S. O'HEAD RECHARGE	11,884	5,816	11,111	5,295		5,295	52.3%	
4912 W.S. O'HEAD RECHARGE	16,685	1,031	12,280	11,249		11,249	8.4%	
4999 DEPRECIATION CHARGED	2,250	0	0	0		0	0.0%	
BURIAL GROUNDS :- Indirect Expenditure	103,204	24,875	104,123	79,248	0	79,248	23.9%	0
Net Income over Expenditure	(87,915)	(17,352)	(86,823)	(69,471)				

210 GENERAL

4064 ANNUAL HANGING BASKETS	0	2,993	3,000	7		7	99.8%	
GENERAL :- Indirect Expenditure	0	2,993	3,000	7	0	7	99.8%	0
Net Expenditure	0	(2,993)	(3,000)	(7)				

	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	0	5,240	5,240			0.0%	
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>0</u>	<u>9,240</u>	<u>9,240</u>			<u>0.0%</u>	<u>0</u>
4011 RATES	4,468	1,349	4,565	3,216		3,216	29.5%	
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	2,706	6,500	3,794		3,794	41.6%	
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	8,364	33,843	25,479		25,479	24.7%	
4902 W.S. SALARY RECHARGE	171,855	45,925	208,042	162,117		162,117	22.1%	
4911 C.S. O'HEAD RECHARGE	31,691	15,510	29,628	14,118		14,118	52.3%	
4912 W.S. O'HEAD RECHARGE	58,398	3,608	42,980	39,372		39,372	8.4%	
4999 DEPRECIATION CHARGED	40,215	0	0	0		0	0.0%	
RECREATION GROUNDS :- Indirect Expenditure	<u>368,426</u>	<u>80,375</u>	<u>369,209</u>	<u>288,834</u>	<u>0</u>	<u>288,834</u>	<u>21.8%</u>	<u>0</u>
Net Income over Expenditure	<u>(359,121)</u>	<u>(80,375)</u>	<u>(359,969)</u>	<u>(279,594)</u>				
<u>902 WORKS SERVICES</u>								
4001 STAFF SALARIES	192,644	51,764	222,166	170,402		170,402	23.3%	
4002 EMPLOYERS N.I	17,059	4,315	19,939	15,624		15,624	21.6%	
4003 EMPLOYERS SUPERANN.	35,804	9,528	55,098	45,570		45,570	17.3%	
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%	

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

July 2020

	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	0	400	400		400	0.0%	
4042 EQUIPT MAINT/REPAIR	3,562	1,849	4,500	2,651		2,651	41.1%	
4046 VEHICLE LEASING	9,650	3,244	11,000	7,756		7,756	29.5%	
4047 MATERIALS/TOOLS	16,719	976	12,000	11,024		11,024	8.1%	
4048 VEHICLE MAINT/REPAIR	10,465	496	10,000	9,504		9,504	5.0%	
4049 VEHICLE FUEL	7,435	1,279	8,000	6,721		6,721	16.0%	
4050 VEHICLE TAX	455	410	500	90		90	82.0%	
4103 PROTECTIVE CLOTHING	2,636	461	2,500	2,039		2,039	18.5%	
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	97	500	403		403	19.5%	
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)	(65,607)	(297,203)	(231,596)		(231,596)	22.1%	
4912 W.S. O'HEAD RECHARGE	(83,425)	(5,154)	(61,400)	(56,246)		(56,246)	8.4%	
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	8,695	33,140	24,445			26.2%	
Expenditure	474,603	108,582	478,347	369,765	0	369,765	22.7%	
Movement to/(from) Gen Reserve	(443,489)	(99,888)						

Town Centre Management103 STREET LIGHTS

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
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	87	36,000	35,913			0.2%	
1089 INC - PARKING PERMITS WORK	11,722	0	11,000	11,000			0.0%	
1099 INC-INSURANCE (CLAIM)	2,688	0	0	0			0.0%	
1189 INC-PARKING PERMITS RES	6,534	95	6,000	5,905			1.6%	
CAR PARKS :- Income	55,920	182	53,000	52,818			0.3%	0
4011 RATES	25,704	7,816	26,250	18,434		18,434	29.8%	
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	106	1,000	894		894	10.6%	
4108 SURFACE REPAIRS	0	0	3,000	3,000		3,000	0.0%	
4126 CAR PARK LEASE	29,000	8,345	29,001	20,656		20,656	28.8%	
4790 DEFERRED GRANTS RELEASED	(742)	0	0	0		0	0.0%	
4901 C.S. SALARY RECHARGE	3,544	784	3,173	2,389		2,389	24.7%	
4902 W.S. SALARY RECHARGE	12,275	3,280	14,860	11,580		11,580	22.1%	
4911 C.S. O'HEAD RECHARGE	2,971	1,454	2,778	1,324		1,324	52.3%	
4912 W.S. O'HEAD RECHARGE	4,171	258	3,070	2,812		2,812	8.4%	
4999 DEPRECIATION CHARGED	9,428	0	0	0		0	0.0%	
CAR PARKS :- Indirect Expenditure	99,844	26,922	94,732	67,811	0	67,811	28.4%	0
Net Income over Expenditure	(43,924)	(26,739)	(41,732)	(14,993)				

106 MARKET

1085 INC-TUESDAY MARKET RENTS	2,250	0	2,900	2,900			0.0%	
1086 INC-SATURDAY MARKET RENTS	9,605	271	10,500	10,229			2.6%	
1091 INC-MISCELLANEOUS	357	0	0	0			0.0%	
MARKET :- Income	12,213	271	13,400	13,129			2.0%	0
4004 MARKET STAFF	4,959	1,553	5,250	3,697		3,697	29.6%	
4011 RATES	5,097	1,738	5,205	3,467		3,467	33.4%	

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

July 2020

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4012 WATER RATES	42	39	0	(39)		(39)	0.0%	
4014 ELECTRICITY	440	87	1,200	1,113		1,113	7.3%	
4032 PUBLICITY	343	250	550	300		300	45.5%	
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	2,614	10,576	7,962		7,962	24.7%	
4911 C.S. O'HEAD RECHARGE	9,903	4,847	9,259	4,412		4,412	52.3%	
4999 DEPRECIATION CHARGED	800	0	0	0		0	0.0%	
MARKET :- Indirect Expenditure	33,616	11,129	32,623	21,494	0	21,494	34.1%	0
Net Income over Expenditure	(21,403)	(10,857)	(19,223)	(8,366)				
<u>107 TOWN CENTRE GENERAL</u>								
1145 INC-CHRISTMAS ACTIVITIES	702	0	0	0			0.0%	
TOWN CENTRE GENERAL :- Income	702	0	0	0				0
4001 STAFF SALARIES	24,799	8,266	26,050	17,784		17,784	31.7%	
4002 EMPLOYERS N.I	2,232	737	2,402	1,665		1,665	30.7%	
4003 EMPLOYERS SUPERANN.	5,902	2,050	6,458	4,408		4,408	31.7%	
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	1,168	15,000	13,832		13,832	7.8%	
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	784	3,173	2,389		2,389	24.7%	
4902 W.S. SALARY RECHARGE	12,275	3,280	14,860	11,580		11,580	22.1%	
4911 C.S. O'HEAD RECHARGE	2,971	1,454	2,778	1,324		1,324	52.3%	
4912 W.S. O'HEAD RECHARGE	4,171	258	3,070	2,812		2,812	8.4%	
4999 DEPRECIATION CHARGED	1,131	0	0	0		0	0.0%	
TOWN CENTRE GENERAL :- Indirect Expenditure	100,352	19,697	119,141	99,444	0	99,444	16.5%	0
Net Income over Expenditure	(99,651)	(19,697)	(119,141)	(99,444)				
<u>110 PUBLIC CONVENIENCES</u>								
4011 RATES	3,093	936	3,160	2,224		2,224	29.6%	

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

July 2020

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4012 WATER RATES	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	0	2,500	2,500		2,500	0.0%	
4038 MAINTENANCE CONTRACT	16,667	5,230	16,500	11,270		11,270	31.7%	
4999 DEPRECIATION CHARGED	60	0	0	0		0	0.0%	
PUBLIC CONVENIENCES :- Indirect Expenditure	22,324	6,166	24,760	18,594	0	18,594	24.9%	0
Net Expenditure	<u>(22,324)</u>	<u>(6,166)</u>	<u>(24,760)</u>	<u>(18,594)</u>				
Town Centre Management :- Income	68,834	453	66,400	65,947			0.7%	
Expenditure	266,438	65,666	271,256	205,590	0	205,590	24.2%	
Movement to/(from) Gen Reserve	<u>(197,604)</u>	<u>(65,213)</u>						
Grand Totals:- Income	1,172,338	594,247	1,321,467	727,220			45.0%	
Expenditure	1,316,309	412,053	1,321,467	909,414	0	909,414	31.2%	
Net Income over Expenditure	<u>(143,970)</u>	<u>182,195</u>	<u>0</u>	<u>(182,195)</u>				
Movement to/(from) Gen Reserve	<u>(143,970)</u>	<u>182,195</u>						



The wall at the front of Drove Road Cemetery needs repairing as it is in poor condition.

Please consider the three quotes below:

QUOTES

Quote A. The costings for the pier repairs at Drove Rd Cemetery are as follows:

- Take down existing pier and remove to centrally placed skip for removal off site
- Prepare base of existing
- Rebuild 1B isolated pier in new facing brick similar to that used previously
- Create attached pier to create buttress and top with red plinth stretchers
- Cap 1B pier in Blue half round copings
- Prop existing railing so it remains in position and rebuild into new wall
- Tidy and clear

Inclusive of vat sum of £1,228.00 per pier.

Quote B. The costings for the pier repairs at Drove Rd Cemetery are as follows:

- To take down and dispose of old piers form new piers to match newly replaced.
- Patch up render where piers have been replaced
- Dispose of all waste and leave site clean.
- Not included Street work as will be working from cemetery side.

Exclusive of vat sum of £1,185.00 per pier.

Quote C. The costings for the pier repairs at Drove Rd Cemetery are as follows:

- We have allowed to prop the metal railings and take down the brick pier to the top of render.
- We have allowed to rebuild the pier like for like using reclaimed materials (for example reclaimed plinth bricks, Arlesey whites and reclaimed half rounded bricks to cap off the piers) and lime mortar.
- All muck work will be finished with a half rounded joint finish.
- All working areas will be left in a clean and tidy manner and all materials/waste will be removed from site.

Inclusive of vat sum of £1087.68 per pier.

There are 15 piers in total that need rebuilding. The Conservation Officer at Central Beds Council has been contacted and agree for the work to go ahead if it is kept like for like. I will send Central Beds Council will be provided with pictures of the bricks by the Works Manager Bob Catchpole before work commences so that Central Bedfordshire can give their approval.

As advised by Streetworks at Central Beds Council The footpath would close for these works to be carried out safely. There is a cost of £1639.60 for this closure and they have a three-month lead time.

Date: 12/01/2020

Estimate

To: Biggleswade Town Council

Project: Drove Road, Cemetery

Description: Renew Brick Piers

1. To take down and dispose of old piers form new piers to match newly replaced.
2. Patch up render where piers have been replaced
3. Dispose of all waste and leave site clean.
4. Not included Street work as will be working from cemetery side.
5. Allowed for 9 piers to be replaced at a cost of £1,185.00 per pier

Total cost of works £10,665.00

Exclusive of VAT

This is a quotation on the goods named, subject to the conditions noted below.

VAT will be charged at current rate if applicable.

Quote/Estimate valid for 30 days from date above

Deposit may be required for materials (percentage to be agreed)

Stage payments may be required depending on project size (terms to be agreed)

Payment to be received within 1 weeks of invoice date.

All materials remain the property of Green Beaver Ltd until payment is received.

Any variations from drawings or specifications may incur additional cost.

See Green Beaver terms and conditions

To accept this quotation, sign here and return:

From: XXX
Sent: 16 December 2019 16:33
To: Bob Catchpole
Subject: Drove Rd. wall repairs

Good afternoon Bob

Thanks for seeing me on Friday.

We have looked at the costings for the pier repairs and respond as follows

- Take down existing pier and remove to centrally placed skip for removal off site
- Prepare base of existing
- Rebuild 1B isolated pier in new facing brick similar to that used previously
- Create attached pier to create buttress and top with red plinth stretchers
- Cap 1B pier in Blue half round copings
- Prop existing railing so it remains in position and rebuild into new wall
- Tidy and clear

All for the vat sum of £1,228.00 per pier.

We would need to have the footpath closed while the works were being undertaken and assume you can arrange this?

We hope we have interpreted your requirements correctly and look forward to your instructions.

Many Thanks

ESTIMATION

DATE: 05.08.20

Estimation For:

Mr Bob Catchpole
Biggleswade Town Council
The Old Court House
4 Saffron Road

Estimation: Cemetary Wall at Drove Road

DESCRIPTION	AMOUNT
<p>Estimation is for the following work carried out:</p> <ul style="list-style-type: none">• We have allowed to prop the metal railings and take down the brick pier to the top of render.• We have allowed to rebuild the pier like for like using reclaimed materials (for example reclaimed plinth bricks, Arlesey whites and reclaimed half rounded bricks to cap off the piers) and lime mortar.• All muck work will be finished with a half rounded joint finish.• All working areas will be left in a clean and tidy manner and all materials/waste will be removed from site.	£906.40
Sub Total	£906.40
VAT	£181.28
TOTAL	£1,087.68

Please note this estimation is valid for 30 days

10 AUGUST 2020

PC10-20 | CHANGES TO THE CURRENT PLANNING SYSTEM

Summary

The Ministry of Housing, Communities and Local Government has issued a new consultation on changes to the planning system. This consultation seeks views on a range of proposed changes to the current planning system including: changes to the standard method for assessing local housing need, securing of First Homes through developer contributions, temporarily lifting the small sites threshold and extending the current Permission in Principle to major development. The main consultation document can be found [here](#).

Consultation questions

NALC will be responding to the consultation questions as follows:

1. Do you agree that planning practice guidance should be amended to specify that the appropriate baseline for the standard method is whichever is the higher of the level of 0.5% of housing stock in each local authority area OR the latest household projections averaged over a 10-year period?
2. In the stock element of the baseline, do you agree that 0.5% of existing stock for the standard method is appropriate? If not, please explain why
3. Do you agree that using the workplace-based median house price to median earnings ratio from the most recent year for which data is available to adjust the standard method's baseline is appropriate? If not, please explain why.
4. Do you agree that incorporating an adjustment for the change of affordability over 10 years is a positive way to look at whether affordability has improved? If not, please explain why.
5. Do you agree that affordability is given an appropriate weighting within the standard method? If not, please explain why.

Do you agree that authorities should be planning having regard to their revised standard method need figure, from the publication date of the revised guidance, with the exception of:

6. Authorities which are already at the second stage of the strategic plan consultation process (Regulation 19), which should be given 6 months to submit their plan to the Planning Inspectorate for examination?

7. Authorities close to publishing their second stage consultation (Regulation 19), which should be given 3 months from the publication date of the revised guidance to publish their Regulation 19 plan, and a further 6 months to submit their plan to the Planning Inspectorate?

If not, please explain why. Are there particular circumstances which need to be catered for?

8. The Government is proposing policy compliant planning applications will deliver a minimum of 25% of onsite affordable housing as First Homes, and a minimum of 25% of offsite contributions towards First Homes where appropriate. Which do you think is the most appropriate option for the remaining 75% of affordable housing secured through developer contributions? Please provide reasons and / or evidence for your views (if possible):

- i) Prioritising the replacement of affordable home ownership tenures, and delivering rental tenures in the ratio set out in the local plan policy.
- ii) Negotiation between a local authority and developer.
- iii) Other (please specify)

With regards to current exemptions from delivery of affordable home ownership products:

9. Should the existing exemptions from the requirement for affordable home ownership products (e.g. for build to rent) also apply to apply to this First Homes requirement?

10. Are any existing exemptions not required? If not, please set out which exemptions and why.

11. Are any other exemptions needed? If so, please provide reasons and /or evidence for your views.

12. Do you agree with the proposed approach to transitional arrangements set out above?

13. Do you agree with the proposed approach to different levels of discount?

14. Do you agree with the approach of allowing a small proportion of market housing on First Homes exception sites, in order to ensure site viability?

15. Do you agree with the removal of the site size threshold set out in the National Planning Policy Framework?

16. Do you agree that the First Homes exception sites policy should not apply in designated rural areas?

17. Do you agree with the proposed approach to raise the small sites threshold for a time-limited period?

18. What is the appropriate level of small sites threshold? i) Up to 40 homes ii) Up to 50 homes iii) Other (please specify)
19. Do you agree with the proposed approach to the site size threshold?
20. Do you agree with linking the time-limited period to economic recovery and raising the threshold for an initial period of 18 months?
21. Do you agree with the proposed approach to minimising threshold effects?
22. Do you agree with the Government's proposed approach to setting thresholds in rural areas?
23. Are there any other ways in which the Government can support SME builders to deliver new homes during the economic recovery period?
24. Do you agree that the new Permission in Principle should remove the restriction on major development?
25. Should the new Permission in Principle for major development set any limit on the amount of commercial development (providing housing still occupies the majority of the floorspace of the overall scheme)? Please provide any comments in support of your views.
26. Do you agree with our proposal that information requirements for Permission in Principle by application for major development should broadly remain unchanged? If you disagree, what changes would you suggest and why?
27. Should there be an additional height parameter for Permission in Principle? Please provide comments in support of your views.
28. Do you agree that publicity arrangements for Permission in Principle by application should be extended for large developments? If so, should local planning authorities be:
- i) required to publish a notice in a local newspaper?
 - ii) subject to a general requirement to publicise the application or
 - iii) both?
 - iv) Disagree
29. Do you agree with our proposal for a banded fee structure based on a flat fee per hectare, with a maximum fee cap?
30. What level of flat fee do you consider appropriate, and why?

31. Do you agree that any brownfield site that is granted Permission in Principle through the application process should be included in Part 2 of the Brownfield Land Register? If you disagree, please state why.

32. What guidance would help support applicants and local planning authorities to make decisions about Permission in Principle? Where possible, please set out any areas of guidance you consider are currently lacking and would assist stakeholders.

33. What costs and benefits do you envisage the proposed scheme would cause? Where you have identified drawbacks, how might these be overcome?

34. To what extent do you consider landowners and developers are likely to use the proposed measure? Please provide evidence where possible.

35. In light of the proposals set out in this consultation, are there any direct or indirect impacts in terms of eliminating unlawful discrimination, advancing equality of opportunity and fostering good relations on people who share characteristics protected under the Public Sector Equality Duty?

Your evidence

Please email your responses to this consultation to policycomms@nalc.gov.uk by 17.00 on 17 September 2020. County associations are asked to forward this briefing onto all member councils in their area.

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10 AUGUST 2020

PC11-20 | WHITE PAPER: PLANNING FOR THE FUTURE

Summary

The Ministry of Housing, Communities and Local Government has issued a new consultation on planning for the future. This consultation seeks any views on each part of a package of proposals for reform of the planning system in England to streamline and modernise the planning process, improve outcomes on design and sustainability, reform developer contributions and ensure more land is available for development where it is needed. The main consultation document can be found [here](#).

First, we will streamline the planning process with more democracy taking place more effectively at the plan-making stage, and will replace the entire corpus of plan-making law in England to achieve this:

- Simplifying the role of Local Plans, to focus on identifying land under three categories
- Growth areas suitable for substantial development, and where outline approval for development would be automatically secured for forms and types of development specified in the Plan
- Renewal areas suitable for some development, such as gentle densification; and Protected areas where – as the name suggests – development is restricted. This could halve the time it takes to secure planning permission on larger sites identified in plans. We also want to allow local planning authorities to identify sub-areas in their Growth areas for self- and custom-build homes, so that more people can build their own homes.

Local Plans should set clear rules rather than general policies for development. We will set out general development management policies nationally, with a more focused role for Local Plans in identifying site- and area-specific requirements, alongside locally produced design codes. This would scale back the detail and duplication contained in Local Plans, while encouraging a much greater focus on design quality at the local level. Plans will be significantly shorter in length (we expect a reduction in size of at least two thirds), as they will no longer contain a long list of “policies” of varying specificity – just a core set of standards and requirements for development.

Local councils should radically and profoundly re-invent the ambition, depth and breadth with which they engage with communities as they consult on Local Plans. Our reforms will democratise the planning process by putting a new emphasis on engagement at the plan-making stage. At the same time, we will streamline the opportunity for consultation at the planning application stage, because this adds delay to the process and allows a small minority of voices, some from the local area and

often some not, to shape outcomes. We want to hear the views of a wide range of people and groups through this consultation on our proposed reforms.

- Local Plans should be subject to a single statutory “sustainable development” test, and unnecessary assessments and requirements that cause delay and challenge in the current system should be abolished. This would mean replacing the existing tests of soundness, updating requirements for assessments (including on the environment and viability) and abolishing the Duty to Cooperate.
- Local Plans should be visual and map-based, standardised, based on the latest digital technology, and supported by a new standard template. Plans should be significantly shorter in length, and limited to no more than setting out site- or area-specific parameters and opportunities.
- Local authorities and the Planning Inspectorate will be required through legislation to meet a statutory timetable (of no more than 30 months in total) for key stages of the process, and there will be sanctions for those who fail to do so. • Decision-making should be faster and more certain, within firm deadlines, and should make greater use of data and digital technology.

We will seek to strengthen enforcement powers and sanctions so that as we move towards a rules-based system, communities can have confidence those rules will be upheld.

- We will develop a comprehensive resources and skills strategy for the planning sector to support the implementation of our reforms – so that, as we bring in our reforms, local planning authorities are equipped to create great communities through world-class civic engagement and proactive plan-making.

Second, we will take a radical, digital-first approach to modernise the planning process. This means moving from a process based on documents to a process driven by data. We will:

- Support local planning authorities to use digital tools to support a new civic engagement process for Local Plans and decision-making, making it easier for people to understand what is being proposed and its likely impact on them through visualisations and other digital approaches. We will make it much easier for people to feed in their views into the system through social networks and via their phones.
- Insist local plans are built on standardised, digitally consumable rules and data, enabling accessible interactive maps that show what can be built where. The data will be accessed by software used across the public sector and also by external PropTech entrepreneurs to improve transparency, decision-making and productivity in the sector.
- Standardise, and make openly and digitally accessible, other critical datasets that the planning system relies on, including planning decisions and developer contributions. Approaches for fixing the

underlying data are already being tested and developed by innovative local planning authorities and we are exploring options for how these could be scaled nationally.

- Work with tech companies and local authorities to modernise the software used for making and case-managing a planning application, improving the user-experience for those applying and reducing the errors and costs currently experienced by planning authorities. A new more modular software landscape will encourage digital innovation and will consume and provide access to underlying data. This will help automate routine processes, such as knowing whether new applications are within the rules, making decision-making faster and more certain.

- Engage with the UK PropTech sector through a PropTech Innovation Council to make the most of innovative new approaches to meet public policy objectives, help this emerging sector to boost productivity in the wider planning and housing sectors, and ensure government data and decisions support the sector's growth in the UK and internationally.

Third, to bring a new focus on design and sustainability, we will:

- Ensure the planning system supports our efforts to combat climate change and maximises environmental benefits, by ensuring the National Planning Policy Framework targets those areas where a reformed planning system can most effectively address climate change mitigation and adaptation and facilitate environmental improvements.

- Facilitate ambitious improvements in the energy efficiency standards for buildings to help deliver our world-leading commitment to net-zero by 2050.

- Ask for beauty and be far more ambitious for the places we create, expecting new development to be beautiful, and to create a 'net gain' not just 'no net harm', with a greater focus on 'placemaking' and 'the creation of beautiful places' within the National Planning Policy Framework.

Make it easier for those who want to build beautifully through the introduction of a fast-track for beauty through changes to national policy and legislation, to automatically permit proposals for high-quality developments where they reflect local character and preferences.

- Introduce a quicker, simpler framework for assessing environmental impacts and enhancement opportunities, that speeds up the process while protecting and enhancing England's unique ecosystems.

- Expect design guidance and codes – which will set the rules for the design of new development – to be prepared locally and to be based on genuine community involvement rather than meaningless consultation, so that local residents have a genuine say in the design of new development, and ensure that codes have real 'bite' by making them more binding on planning decisions.

- Establish a new body to support the delivery of design codes in every part of the country, and give permanence to the campaigning work of the Building Better, Building Beautiful Commission and the life of its co-chairman the late Sir Roger Scruton.
- Ensure that each local planning authority has a chief officer for design and place-making, to help ensure there is the capacity and capability locally to raise design standards and the quality of development.
- Lead by example by updating Homes England's strategic objectives to give greater emphasis to delivering beautiful places.
- Protect our historic buildings and areas while ensuring the consent framework is fit for the 21st century.

Fourth, we will improve infrastructure delivery in all parts of the country and ensure developers play their part, through reform of developer contributions. We propose:

- The Community Infrastructure Levy and the current system of planning obligations will be reformed as a nationally set, value-based flat rate charge (the 'Infrastructure Levy'). A single rate or varied rates could be set. We will aim for the new Levy to raise more revenue than under the current system of developer contributions, and deliver at least as much – if not more – on-site affordable housing as at present. This reform will enable us to sweep away months of negotiation of Section 106 agreements and the need to consider site viability. We will deliver more of the infrastructure existing and new communities require by capturing a greater share of the uplift in land value that comes with development.
- We will be more ambitious for affordable housing provided through planning gain, and we will ensure that the new Infrastructure Levy allows local planning authorities to secure more on-site housing provision.
- We will give local authorities greater powers to determine how developer contributions are used, including by expanding the scope of the Levy to cover affordable housing provision to allow local planning authorities to drive up the provision of affordable homes. We will ensure that affordable housing provision supported through developer contributions is kept at least at current levels, and that it is still delivered on-site to ensure that new development continues to support mixed communities. Local authorities will have the flexibility to use this funding to support both existing communities as well as new communities.
- We will also look to extend the scope of the consolidated Infrastructure Levy and remove exemptions from it to capture changes of use through permitted development rights, so that additional homes delivered through this route bring with them support for new infrastructure

Fifth, to ensure more land is available for the homes and development people and communities need, and to support renewal of our town and city centres, we propose:

- A new nationally determined, binding housing requirement that local planning authorities would have to deliver through their Local Plans. This would be focused on areas where affordability pressure is highest to stop land supply being a barrier to enough homes being built. We propose that this would factor in land constraints, including the Green Belt, and would be consistent with our aspirations of creating a housing market that is capable of delivering 300,000 homes annually, and one million homes over this Parliament.
- To speed up construction where development has been permitted, we propose to make it clear in the revised National Planning Policy Framework that the masterplans and design codes for sites prepared for substantial development should seek to include a variety of development types from different builders which allow more phases to come forward together. We will explore further options to support faster build out as we develop our proposals for the new planning system.
- To provide better information to local communities, to promote competition amongst developers, and to assist SMEs and new entrants to the sector, we will consult on options for improving the data held on contractual arrangements used to control land.
- To make sure publicly owned land and public investment in development supports thriving places, we will: – ensure decisions on the locations of new public buildings – such as government offices and further education colleges – support renewal and regeneration of town centres; and – explore how publicly owned land disposal can support the SME and self-build sectors.

Proposal 9:

Neighbourhood Plans should be retained as an important means of community input, and we will support communities to make better use of digital tools. Since statutory Neighbourhood Plans became part of the system in 2011, over 2,600 communities have started the process of neighbourhood planning to take advantage of the opportunity to prepare a plan for their own areas – and over 1,000 plans have been successfully passed at referendum. They have become an important tool in helping to ‘bring the democracy forward’ in planning, by allowing communities to think proactively about how they would like their areas to develop. Therefore, we think Neighbourhood Plans should be retained in the reformed planning system, but we will want to consider whether their content should become more focused to reflect our proposals for Local Plans, as well as the opportunities which digital tools and data offer to support their development and improve accessibility for users. By making it easier to develop Neighbourhood Plans we wish to encourage their continued use and indeed to help spread their use further, particularly in towns and cities.

We are also interested in whether there is scope to extend and adapt the concept so that very small areas – such as individual streets – can set their own rules for the form of development which they

are happy to see. Digital tools have significant potential to assist the process of Neighbourhood Plan production, including through new digital co-creation platforms and 3D visualisation technologies to explore proposals within the local context. We will develop pilot projects and data standards which help neighbourhood planning groups make the most of this potential.

Consultation questions

NALC will be responding to the consultation questions as follows:

1. What three words do you associate most with the planning system in England?
2. Do you get involved with planning decisions in your local area? [Yes / No]

(a). If no, why not? [Don't know how to / It takes too long / It's too complicated / I don't care / Other – please specify]
3. Our proposals will make it much easier to access plans and contribute your views to planning decisions. How would you like to find out about plans and planning proposals in the future? [Social media / Online news / Newspaper / By post / Other – please specify]
4. What are your top three priorities for planning in your local area? [Building homes for young people / building homes for the homeless / Protection of green spaces / The environment, biodiversity and action on climate change / Increasing the affordability of housing / The design of new homes and places / Supporting the high street / Supporting the local economy / More or better local infrastructure / Protection of existing heritage buildings or areas / Other – please specify]
5. Do you agree that Local Plans should be simplified in line with our proposals? [Yes / No / Not sure. Please provide supporting statement.]

6. Do you agree with our proposals for streamlining the development management content of Local Plans, and setting out general development management policies nationally? [Yes / No / Not sure. Please provide supporting statement.]
7. Do you agree with our proposals to replace existing legal and policy tests for Local Plans with a consolidated test of “sustainable development”, which would include consideration of environmental impact? [Yes / No / Not sure. Please provide supporting statement.]
 - (b). How could strategic, cross-boundary issues be best planned for in the absence of a formal Duty to Cooperate?
8. (a) Do you agree that a standard method for establishing housing requirements (that takes into account constraints) should be introduced? [Yes / No / Not sure. Please provide supporting statement.]
 - (b). Do you agree that affordability and the extent of existing urban areas are appropriate indicators of the quantity of development to be accommodated? [Yes / No / Not sure. Please provide supporting statement.]
9. (a). Do you agree that there should be automatic outline permission for areas for substantial development (Growth areas) with faster routes for detailed consent? [Yes / No / Not sure. Please provide supporting statement.]
 - (b). Do you agree with our proposals above for the consent arrangements for Renewal and Protected areas? [Yes / No / Not sure. Please provide supporting statement.]
 - (c). Do you think there is a case for allowing new settlements to be brought forward under the Nationally Significant Infrastructure Projects regime? [Yes / No / Not sure. Please provide supporting statement.]
10. Do you agree with our proposals to make decision-making faster and more certain? [Yes / No / Not sure. Please provide supporting statement.]
11. Do you agree with our proposals for accessible, web-based Local Plans? [Yes / No / Not sure. Please provide supporting statement.]
12. Do you agree with our proposals for a 30 month statutory timescale for the production of Local Plans? [Yes / No / Not sure. Please provide supporting statement.]

13. (a) Do you agree that Neighbourhood Plans should be retained in the reformed planning system? [Yes / No / Not sure. Please provide supporting statement.]
- (b). How can the neighbourhood planning process be developed to meet our objectives, such as in the use of digital tools and reflecting community preferences about design?
14. Do you agree there should be a stronger emphasis on the build out of developments? And if so, what further measures would you support? [Yes / No / Not sure. Please provide supporting statement.]
15. What do you think about the design of new development that has happened recently in your area? [Not sure or indifferent / Beautiful and/or well-designed / Ugly and/or poorly-designed / There hasn't been any / Other – please specify]
16. Sustainability is at the heart of our proposals. What is your priority for sustainability in your area? [Less reliance on cars / More green and open spaces / Energy efficiency of new buildings / More trees / Other – please specify]
17. Do you agree with our proposals for improving the production and use of design guides and codes? [Yes / No / Not sure. Please provide supporting statement.]
18. Do you agree that we should establish a new body to support design coding and building better places, and that each authority should have a chief officer for design and place-making? [Yes / No / Not sure. Please provide supporting statement.]
19. Do you agree with our proposal to consider how design might be given greater emphasis in the strategic objectives for Homes England? [Yes / No / Not sure. Please provide supporting statement.]
20. Do you agree with our proposals for implementing a fast-track for beauty? [Yes / No / Not sure. Please provide supporting statement.]
21. When new development happens in your area, what is your priority for what comes with it? [More affordable housing / More or better infrastructure (such as transport, schools, health provision) / Design of new buildings / More shops and/or employment space / Green space / Don't know / Other – please specify]

22. (a) Should the Government replace the Community Infrastructure Levy and Section 106 planning obligations with a new consolidated Infrastructure Levy, which is charged as a fixed proportion of development value above a set threshold? [Yes / No / Not sure. Please provide supporting statement.]
- (b) Should the Infrastructure Levy rates be set nationally at a single rate, set nationally at an area-specific rate, or set locally? [Nationally at a single rate / Nationally at an area-specific rate / Locally]
- (c) Should the Infrastructure Levy aim to capture the same amount of value overall, or more value, to support greater investment in infrastructure, affordable housing and local communities? [Same amount overall / More value / Less value / Not sure. Please provide supporting statement.]
- (d) Should we allow local authorities to borrow against the Infrastructure Levy, to support infrastructure delivery in their area? [Yes / No / Not sure. Please provide supporting statement.]
23. Do you agree that the scope of the reformed Infrastructure Levy should capture changes of use through permitted development rights? [Yes / No / Not sure. Please provide supporting statement.]
24. (a). Do you agree that we should aim to secure at least the same amount of affordable housing under the Infrastructure Levy, and as much on-site affordable provision, as at present? [Yes / No / Not sure. Please provide supporting statement.]
- (b). Should affordable housing be secured as in-kind payment towards the Infrastructure Levy, or as a 'right to purchase' at discounted rates for local authorities? [Yes / No / Not sure. Please provide supporting statement.]
- 24 (c). If an in-kind delivery approach is taken, should we mitigate against local authority overpayment risk? [Yes / No / Not sure. Please provide supporting statement.]
- 24 (d). If an in-kind delivery approach is taken, are there additional steps that would need to be taken to support affordable housing quality? [Yes / No / Not sure. Please provide supporting statement.]
- 25 Should local authorities have fewer restrictions over how they spend the Infrastructure Levy? [Yes / No / Not sure. Please provide supporting statement.]

(a) If yes, should an affordable housing 'ring-fence' be developed? [Yes / No / Not sure. Please provide supporting statement.]

26. Do you have any views on the potential impact of the proposals raised in this consultation on people with protected characteristics as defined in section 149 of the Equality Act 2010?

Your evidence

Please email your responses to this consultation to policycomms@nalc.gov.uk by 17.00 on 15 October 2020. County associations are asked to forward this briefing on to all member councils in their area.

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10 AUGUST 2020

PC12-20 | TRANSPARENCY AND COMPETITION: DATA AND LAND CONTROL

Summary

The Ministry of Housing, Communities and Local Government has issued a call for evidence on data and land control. This call for evidence seeks views on proposals to require additional data from the beneficiaries of certain types of interests in land—rights of pre-emption, options and estate contracts. It also seeks views on the design of the policy and additional evidence on the impacts of the policy. The main document can be found [here](#).

Consultation questions

NALC will be responding to the consultation questions as follows:

1. The Public Interest

Do you think there is a public interest in collating and publishing additional data on contractual controls over land?

2. Rights of pre-emption and options

(a) Do you think that the definition of rights of pre-emption and land options in the Finance Act 2003, s. 4616 is a suitable basis for defining rights of pre-emption and options that will be subject to additional data requirements? Please give reasons.

(b) Is the exemption for options and rights of pre-emption for the purchase or lease of residential property for use as a domestic residence sufficient to cover: • options relating to the provision of occupational housing and • shared ownership schemes? Please give reasons.

(c) Are there any types of rights of pre-emption or options that do not fall under the scope of the definition in the Finance Act 2003, s. 46? Please give reasons

3. Estate contracts

Are the tests set out above sufficient to avoid inadvertently capturing transactions not related to the development of land? If not, please give examples.

4. Other contractual controls

(a) Are there any contractual arrangements by which control can be exercised over the purchase or sale of land, which should be included within this regime and which are not rights of pre-emption, options or estate contracts? Please give examples.

(b) If so, do you consider them (i) an interest in land (interests that are capable of being protected by way of a notice on the land register); or (ii) not an interest in land? Please give reasons.

5: Data requirements

(a) Are there any data fields that (i) should; or (ii) should not be subject to additional data requirements? Please give reasons.

(b) Are there any data fields that (i) should; or (ii) should not be placed on the land register? Please give reasons.

(c) Are there any data fields that (i) should; or (ii) should not be included in a contractual control interest dataset? Please give reasons.

(d) Are there other data fields that should be collected? Please give reasons.

(e) Do any of the data fields give rise to privacy risks? Please give reasons.

6. Contractual conditions

(a) Are there any data fields that (i) should; or (ii) should not be subject to additional data requirements? Please give reasons.

(b) Are there any data fields that (i) should; or (ii) should not be placed on the land register? Please give reasons.

(c) Are there any data fields that (i) should; or (ii) should not be included in a contractual control interest dataset? Please give reasons.

7. Legal Entity Identifiers

Should legal entities that are beneficiaries of contractual arrangements be asked to provide a Legal Entity Identifier? Please give reasons

8. Data currency

(a) Should beneficiaries be required to provide updated information on: • variation • termination, or • assignment or novation? Please give reasons.

(b) Are there other ways in which data currency could be maintained?

9. Accounting treatment

If your organisation is required to produce annual accounts, when are: (i) rights of preemption; (ii) options; and (iii) estate contracts recognised on the balance sheet? Please give reasons and state the accounting standard used.

10. Existing contractual control interests

(a) Should the requirement to supply additional data be limited to: (i) new contractual control interests only; or (ii) all extant interests? Please give reasons.

(b) How long should beneficiaries of an extant contractual control interests that is varied, assigned or novated be given to provide additional data before losing protection: (i) three months; or six months?

11. Current beneficiaries

What are the best ways of informing current beneficiaries of the need to provide additional data? Please give reasons.

12. A digital process?

Should the provision of additional data prior to the application process for an agreed notice be exclusively digital (with assisted digital support if required)? Please give reasons.

13. Certification

Should beneficiaries of contractual control interests with a duty to produce annual accounts be required to certify that all relevant interests have been noted? Please give reasons.

14. Restrictions

(a) Should beneficiaries of contractual control interests be required to obtain an agreed notice before they could apply for a restriction? Please give reasons.

(b) Should the protections of restrictions placed on an un-noted contractual control interest be (i) limited; or (ii) removed? Please give reasons.

c) If the Government accepts the Law Commission's recommendation on restrictions, should contractual control interest fall into the category of interest that cannot be capable of protection by way of a restriction? Please give reasons.

15. Alternative options

(a) Should a mandatory system be introduced whereby the beneficiary of a contractual control interest would, where it is possible to do so, be required to note their interest with HMLR? Please give reasons.

(b) If so, how should the system be enforced? Please give reasons.

16. Current practice

(a) If you are a beneficiary of a right of pre-emption, option or estate contract, please indicate how you protect your interest.

	Notice		Restriction	Other	Do not protect
	Agreed	Unilateral			
Right of pre-emption					
Option					
Estate contract					

(b) What factors influence your choice? Please give reasons.

17. Data collation and provision

(a) Are there any data fields in Annex A that contracting parties would not have readily to hand? Please list them.

(b) What is your estimate of the time needed to provide the additional data?

(c) Does your entity hold a Legal Entity Identifier?

18. Data currency

What additional work (over and above the time and cost of preparing annual accounts) would your organisation need to undertake to identify contractual control interests that needed to be updated?

19. Certification

What additional work (over and above the time and cost of preparing annual accounts) would your organisation need to undertake to certify in your organisation's annual accounts that all relevant contractual control interests had been noted on the land register where the land is registered?

20. Economic impact

What impact, if any, do you think that these proposals will have on the English land market (residential and commercial)? Please describe the effects and provide evidence.

21. Costs

What impact, if any, do you think that these proposals will have on the costs incurred by participants in the English land market (residential and commercial)? Please describe the effects and provide evidence.

22. Identifying and understanding contractual control interests

(a) Can you estimate the amount of (i) time and (ii) money that you have spent on identifying land affected by a contractual control interest?

(b) What is the source of your information?

(c) Can you estimate the amount of (i) time and (ii) money that you have spent on seeking professional advice on exactly how a contractual control interest affects a piece of land?

23. Market impact

(a) If you are a small or medium enterprise (SME) builder or developer, do contractual controls hinder your ability to assess the viability of a local market? Please give reasons.

(b) If you are an SME builder or developer, does a lack of freely accessible and understandable data act as a barrier to you entering the market? Please give reasons.

24. Trust in the planning system

(a) Do you think that a lack of accessible and understandable data on contractual controls makes it more difficult for local communities to understand the likely pattern of development? Please give reasons.

(b) If so, to what extent does it undermine trust and confidence in the planning system: (i) not much; (ii) somewhat; (ii) a great deal? Please give reasons.

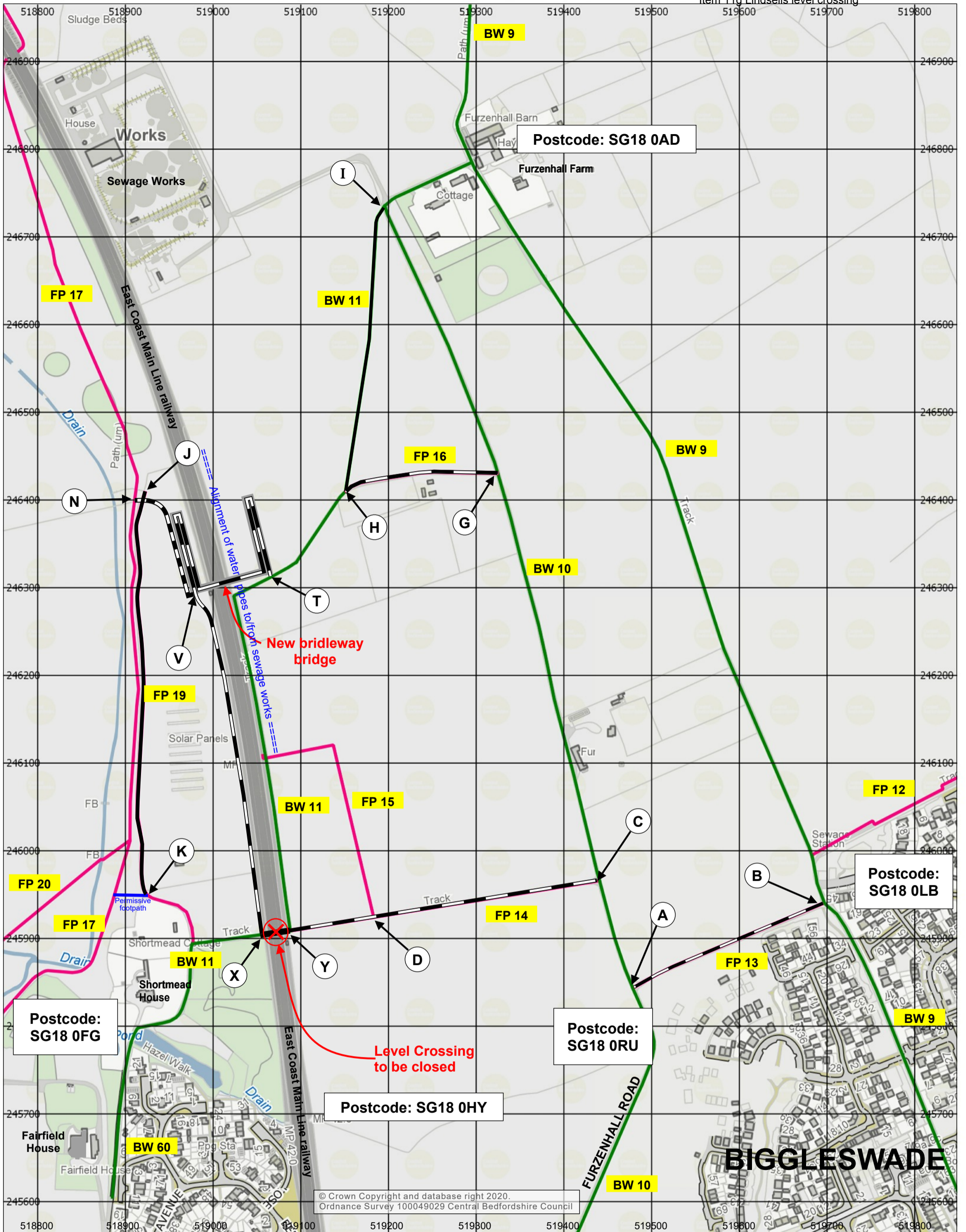
25. Public Sector Equality Duty

What impact, if any, do you think that these proposals will have on people who share protected characteristics²⁰? Please describe the effects and provide evidence.

Your evidence

Please email your responses to this consultation to policycomms@nalc.gov.uk by 17.00 on 16 October 2020. County associations are asked to forward this briefing onto all member councils in their area.

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HIGHWAYS ACT
**Lindsells Level Crossing, North of Biggleswade:
 Proposed Replacement Bridge and Changes to the Local Rights of Way Network**



- Bridleways to be stopped up **X Y H I**
- Bridleway to be created **X V T**
- Footpaths upgraded to bridleways **C D Y A B H G**

- Footpath to be stopped up **J K**
- Footpath to be created **N V**
- Unaffected footpaths and bridleways **(represented by green and pink lines)**

Unaffected permissive footpath **(represented by blue line)**



Scale: 1:4000@A3
 Date: 31-7-2020
 Ver. 2.0
 Drafted by AM

Place
Biggleswade
03/07/2020
Theft from a motor vehicle
Bells Brook
40/35598/20
06/07/2020
Having possession of a controlled drug - Class B - Cannabis
Potton Road
40/36284/20
11/07/2020
Making off without payment
Bells Brook
40/37230/20
15/07/2020
Assault without Injury - Common assault and battery
Bells Brook
40/38124/20
Theft from shops and stalls
Bells Brook
40/38119/20
16/07/2020
Theft from shops and stalls
Bells Brook
40/38269/20
24/07/2020
Theft if not classified elsewhere
Bells Brook
40/39858/20
Biggleswade - Holme
01/07/2020
Sec 5 POA Harassment, alarm or distress
A1,LONDON ROAD
40/35213/20
02/07/2020
Harassment - without violence (course of conduct)
Undisclosed
40/35396/20
40/35475/20
04/07/2020
Harassment - Pursue course of conduct in breach of Sec 1 (1) which amounts to stalking
Undisclosed
40/35973/20
06/07/2020
Assault without Injury - Common assault and battery

Kitelands Road
40/36334/20
07/07/2020
Assault without Injury - Common assault and battery
Kitelands Road
40/36341/20
11/07/2020
Theft from shops and stalls
London Road
40/37298/20
13/07/2020
Sec 4 POA Fear or provocation of violence
London Road
40/37605/20
14/07/2020
Assault without Injury - Common assault and battery
London Road
40/37837/20
Theft from shops and stalls
London Road
40/37789/20
18/07/2020
Theft if not classified elsewhere
Ullswater Close
40/38652/20
19/07/2020
Sec 4 POA Fear or provocation of violence
London Road Trading Estate, London Road
40/38897/20
Sending letters etc with intent to cause distress or anxiety
Undisclosed
40/38821/20
20/07/2020
Sexual
Undisclosed
40/39039/20
23/07/2020
Theft from shops and stalls
London Road Trading Estate, London Road
40/39575/20
24/07/2020
Assault occasioning actual bodily harm (ABH)
London Road
40/39890/20
Interference with a motor vehicle
Playfield Close
40/39749/20

Other criminal damage to a vehicle (Under £5,000)
London Road
40/39836/20
25/07/2020
Theft from a motor vehicle
Lincoln Crescent
40/39970/20
Biggleswade - Ivel
01/07/2020
Assault without Injury - Common assault and battery
Market Square
40/35237/20
Having possession of a controlled drug - Class B - Cannabis
Mill Lane
40/35245/20
Shortmead Street
40/35146/20
Sending letters etc with intent to cause distress or anxiety
Undisclosed
40/35188/20
Theft from shops and stalls
Market Square
40/35269/20
02/07/2020
Assault occasioning actual bodily harm (ABH)
Vickers Close
40/35414/20
Attempted - Other criminal damage to a vehicle (Under £5,000)
Sheep Walk, Langford Road
40/35490/20
Sending letters etc with intent to cause distress or anxiety
Undisclosed
40/35542/20
03/07/2020
Affray
Fisher Mead
40/35749/20
Assault without Injury - Common assault and battery
Market Square
40/35735/20
Sun Street
40/35776/20
Theft from shops and stalls
Market Square
40/35621/20
Theft or Unauthorised Taking of a Pedal Cycle
Fisher Mead

40/35648/20
04/07/2020
Sec 4a POA Causing intentional harassment, alarm or distress
High Street
40/35978/20
05/07/2020
Assault occasioning actual bodily harm (ABH)
Lawrence Road
40/36086/20
Sec 4a POA Causing intentional harassment, alarm or distress
Soundy Paddock
40/36016/20
Theft from shops and stalls
High Street
40/36096/20
07/07/2020
Interference with a motor vehicle
Church Street
40/36473/20
Theft from shops and stalls
Church Street
40/36506/20
08/07/2020
Harassment - without violence (course of conduct)
Undisclosed
40/36566/20
Sec 4a POA Causing intentional harassment, alarm or distress
Hitchin Street
40/36626/20
Theft from shops and stalls
Market Square
40/36663/20
09/07/2020
Theft from shops and stalls
Market Square
40/36874/20
10/07/2020
Sexual
Undisclosed
40/37087/20
11/07/2020
Affray
High Street
40/37163/20
Assault without Injury - Common assault and battery
High Street
40/37305/20

12/07/2020
Assault without Injury - Common assault and battery
Church Street
40/37393/20
Robbery (Personal) (Indictable)
Church Street
40/37472/20
Theft from shops and stalls
Market Square
40/37453/20
13/07/2020
Theft from shops and stalls
Church Street
40/37659/20
14/07/2020
Harassment - without violence (course of conduct)
Undisclosed
40/37796/20
Sec 4a POA Causing intentional harassment, alarm or distress
Brunts Lane
40/37880/20
15/07/2020
Theft from shops and stalls
Market Square
40/38060/20
16/07/2020
Assault occasioning actual bodily harm (ABH)
High Street
40/38292/20
Assault or assault by beating of a constable
Rose Lane
40/38341/20
Harassment - without violence (course of conduct)
Undisclosed
40/38234/20
17/07/2020
Sec 5 POA Harassment, alarm or distress
Royal Oak Close
40/38366/20
Sending letters etc with intent to cause distress or anxiety
Undisclosed
40/38547/20
Sexual
Undisclosed
40/38417/20
Theft from shops and stalls
Bonds Lane

40/38486/20
18/07/2020
Theft from shops and stalls
Market Square
40/38646/20
40/38649/20
19/07/2020
Sexual
Undisclosed
40/38804/20
Theft from shops and stalls
Market Square
40/38844/20
Theft or Unauthorised Taking of a Pedal Cycle
Station Road
40/38845/20
20/07/2020
Harassment - without violence (course of conduct)
Undisclosed
40/38979/20
21/07/2020
Arson not endangering life
Drove Road
40/39296/20
Theft from shops and stalls
Church Street
40/39223/20
22/07/2020
Sec 4a POA Causing intentional harassment, alarm or distress
Church Street
40/39447/20
Sending letters etc with intent to cause distress or anxiety
Undisclosed
40/39366/20
Theft from shops and stalls
Market Square
40/39421/20
40/39461/20
23/07/2020
Harassment - without violence (course of conduct)
Undisclosed
40/39589/20
Theft from shops and stalls
Church Street
40/39649/20
Market Square
40/39617/20

24/07/2020
Assault without Injury - Common assault and battery
Holme Crescent
40/39806/20
Theft from a motor vehicle
Holme Crescent
40/39742/20
Theft or Unauthorised Taking of a Pedal Cycle
Avocet Close
40/39716/20
25/07/2020
Assault without Injury - Common assault and battery
Shortmead Street
40/39993/20
Harassment - without violence (course of conduct)
Undisclosed
40/40054/20
Theft from shops and stalls
Market Square
40/39984/20
27/07/2020
Burglary - Business And Community
Hitchin Street
40/40299/20
28/07/2020
Assault occasioning actual bodily harm (ABH)
Station Road
40/40458/20
Assault without Injury - Common assault and battery
Winston Crescent
40/40468/20
Sending letters etc with intent to cause distress or anxiety
Undisclosed
40/40578/20
Sexual
Undisclosed
40/40437/20
Theft from shops and stalls
Church Street
40/40591/20
29/07/2020
Theft from shops and stalls
Church Street
40/40758/20
Biggleswade - Stratton
01/07/2020
Assault occasioning actual bodily harm (ABH)

Kingsfield Road
40/35265/20
Theft from shops and stalls
Kingsfield Road
40/35254/20
02/07/2020
Theft from shops and stalls
Sullivan Court
40/35522/20
03/07/2020
Sending letters etc with intent to cause distress or anxiety
Undisclosed
40/35657/20
04/07/2020
Other criminal damage to a vehicle (Under £5,000)
Laburnham Road
40/35855/20
05/07/2020
Assault without Injury - Common assault and battery
Torquay Close
40/36029/20
Sexual
Undisclosed
40/36113/20
06/07/2020
Sexual
Undisclosed
40/36213/20
07/07/2020
Sexual
Undisclosed
40/36472/20
Theft if not classified elsewhere
Sullivan Court
40/36357/20
08/07/2020
Burglary - Residential - Dwelling
Tavener Drive
40/36591/20
09/07/2020
Possession of a controlled drug with intent to supply - Class B - Cannabis
Spring Close
40/36956/20
11/07/2020
Theft if not classified elsewhere
Somerville Croft
40/37260/20

15/07/2020
Sexual
Undisclosed
40/38083/20
16/07/2020
Theft from shops and stalls
Kingsfield Road
40/38216/20
18/07/2020
Assault without Injury - Common assault and battery
Torquay Close
40/38586/20
22/07/2020
Attempted - Theft if not classified elsewhere
Maunder Avenue
40/39498/20
23/07/2020
Assault without Injury - Common assault and battery
Sorrell Way
40/39614/20
Sec 4a POA Causing intentional harassment, alarm or distress
Heather Drive
40/39546/20
24/07/2020
Burglary - Business And Community
Saxon Drive
40/39718/20
40/39775/20
Burglary - Residential - Non-Dwelling
Saxon Drive
40/39761/20
40/39799/20
26/07/2020
Assault without Injury - Common assault and battery
Laburnham Road
40/40086/20
Theft if not classified elsewhere
London Road
40/40181/20
28/07/2020
Harassment - Putting people in fear of violence
Undisclosed
40/40563/20
40/40567/20
Sending letters etc with intent to cause distress or anxiety
Undisclosed
40/40545/20

40/40566/20
Theft from shops and stalls
Biggleswade Retail Park
40/40585/20
29/07/2020
Assault without Injury - Common assault and battery
Bantock Way
40/40704/20
Burglary - Residential - Dwelling
Clover Close
40/40711/20

Offence	Number	% of Total	Cum %
Theft from shops and stalls	2	28.57%	28.57%
Theft if not classified elsewhere	1	14.29%	42.86%
Theft from a motor vehicle	1	14.29%	57.14%
Having possession of a controlled drug - Class B - Cannabis	1	14.29%	71.43%
Assault without Injury - Common assault and battery	1	14.29%	85.71%
Making off without payment	1	14.29%	100.00%
Grand Total	7	100.00%	

Offence	Number	% of Total	Cum %
Assault without Injury - Common assault and battery	5	15.63%	15.63%
Sexual	4	12.50%	28.13%
Theft from shops and stalls	4	12.50%	40.63%
Sending letters etc with intent to cause distress or anxiety	3	9.38%	50.00%
Theft if not classified elsewhere	3	9.38%	59.38%
Burglary - Residential - Non-Dwelling	2	6.25%	65.63%
Burglary - Business And Community	2	6.25%	71.88%
Burglary - Residential - Dwelling	2	6.25%	78.13%
Harassment - Putting people in fear of violence	2	6.25%	84.38%
Other criminal damage to a vehicle (Under £5,000)	1	3.13%	87.50%
Sec 4a POA Causing intentional harassment, alarm or distress	1	3.13%	90.63%
Possession of a controlled drug with intent to supply - Class B - Cannabis	1	3.13%	93.75%
Attempted - Theft if not classified elsewhere	1	3.13%	96.88%
Assault occasioning actual bodily harm (ABH)	1	3.13%	100.00%
Grand Total	32	100.00%	

Offence	Number	% of Total	Cum %
Theft from shops and stalls	3	15.79%	15.79%
Assault without Injury - Common assault and battery	3	15.79%	31.58%
Harassment - without violence (course of conduct)	2	10.53%	42.11%
Sec 4 POA Fear or provocation of violence	2	10.53%	52.63%
Harassment - Pursue course of conduct in breach of Sec 1 (1) which amounts to stalking	1	5.26%	57.89%
Sexual	1	5.26%	63.16%
Interference with a motor vehicle	1	5.26%	68.42%
Other criminal damage to a vehicle (Under £5,000)	1	5.26%	73.68%
Theft from a motor vehicle	1	5.26%	78.95%
Assault occasioning actual bodily harm (ABH)	1	5.26%	84.21%
Theft if not classified elsewhere	1	5.26%	89.47%
Sec 5 POA Harassment, alarm or distress	1	5.26%	94.74%
Sending letters etc with intent to cause distress or anxiety	1	5.26%	100.00%
Grand Total	19	100.00%	

Biggleswade Ivel July 2020

Offence	Number	% of Total	Cum %
Theft from shops and stalls	21	30.88%	30.88%
Assault without Injury - Common assault and battery	8	11.76%	42.65%
Harassment - without violence (course of conduct)	6	8.82%	51.47%
Sending letters etc with intent to cause distress or anxiety	5	7.35%	58.82%
Sec 4a POA Causing intentional harassment, alarm or distress	5	7.35%	66.18%
Assault occasioning actual bodily harm (ABH)	4	5.88%	72.06%
Sexual	4	5.88%	77.94%
Theft or Unauthorised Taking of a Pedal Cycle	3	4.41%	82.35%
Affray	2	2.94%	85.29%
Having possession of a controlled drug - Class B - Cannabis	2	2.94%	88.24%
Interference with a motor vehicle	1	1.47%	89.71%
Theft from a motor vehicle	1	1.47%	91.18%
Assault or assault by beating of a constable	1	1.47%	92.65%
Attempted - Other criminal damage to a vehicle (Under £5,000)	1	1.47%	94.12%
Arson not endangering life	1	1.47%	95.59%
Sec 5 POA Harassment, alarm or distress	1	1.47%	97.06%
Robbery (Personal) (Indictable)	1	1.47%	98.53%
Burglary - Business And Community	1	1.47%	100.00%
Grand Total	68	100.00%	