



Ref: Agenda/Council-25092018

20th September 2018

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 September 2018** at the **Offices of Biggleswade Town Council, Saffron Road, Biggleswade** commencing at **7.00 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Rob D McGregor'.

Rob D McGregor
Town Clerk

Distribution: All Town Councillors Bedfordshire Constabulary
 Notice Boards (2) The Editor, Bedfordshire on Sunday
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 The Editor, Biggleswade Advertiser The Editor, Biggleswade Comet

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.

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

5. **INVITED SPEAKER**

None.

6. **MEMBERS QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive the minutes of the Council Meeting held on Tuesday 11th September 2018 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For Members to receive the **Recommendations** and **Resolutions** of the Public Lands and Open Spaces Committee held on 18 September 2018 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- c. For Members to receive the **Recommendations** and **Resolutions** of the Town Centre Management Committee held on the 21st August 2018 at the offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on Tuesday 11th September 2018.

9. **PLANNING APPLICATIONS**

- a. **CB/18/03182/FULL – 35 Mountbatten Drive, Biggleswade, SG18 0JJ**
To replace Roof of Existing Conservatory and Erect a Roof Canopy to the Rear of the Property.
- b. **CB/18/03284/FULL – 1 Sandy View, Biggleswade, SG18 0HS**
Single storey front and rear extension with first floor side/front extension.
- c. **CB/18/03313/FULL – 48 The Baulk, Biggleswade, SG18 0PX**
Replacement of existing outbuildings with new annex.

10. **ACCOUNTS**

a. **Financial Administration**

For Members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 31st August 2018.
- ii. Summary of Income & Expenditure.
- iii. Income and Expenditure by budget heading.
- iv. Current Bank Account, receipts and payments to 31st August 2018.

11. **ITEMS FOR CONSIDERATION**

a. **Biggleswade Train Station**

Following several meetings chaired by Rt Honourable Alistair Burt to discuss disabled access and other matter pertaining to Biggleswade Railway Station various options have been put forward to look at a number of issues to include improved DDA accessibility and compliance.

The options are to be looked at within the group and a preferred option agreed, the Town Council are represented by Councillor North and the Town Clerk.

It is intended that a bid is made to a Department of Transport, Access for all, for pot which is currently £300m.

Nominations will have to be ready for submission by 16 November 2018.

Members are asked to consider the options as laid out.

b. **Parish Council Meeting with Alistair Burt MP**

Meeting with Alistair Burt MP - Saturday November 10th @ 10.00 am-12 noon
Cardington Village Hall, Southill Road, Cardington, MK44 3SX.

Alistair Burt MP would like to invite representatives from the Town Council to attend the above meeting, for a discussion of local concerns of mutual interest as he has done in past years. The meeting will be for Chairman, Clerks and members of Parish and Town Councils and he hopes that as many as possible will be able to attend.

To consider representation.

12. **ITEMS FOR INFORMATION**

a. **Rose Lane – Correspondence**

See attached email.

b. **Police and Crime Commissioners Annual Parish Conference**

To receive a verbal report from Councillor D Strachan.

c. **Planning Application Outcomes**

Attached report of the Planning Application Outcomes as at 20 September 2018.

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.

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

14. **EXEMPT ITEMS**

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

15a. (CB/17/05929/FULL - Drove Road, Biggleswade).

15b (Recommendations & Resolutions of TCM Management committee meeting 21/08/2018)

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 SEPTEMBER 2018
AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL,
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE**

PRESENT:

- Cllr M North (Chairman)
- Cllr I Bond
- Cllr B Briars
- Cllr L Fage
- Cllr F Foster
- Cllr M Foster
- Cllr M Russell
- Cllr P Sheldon
- Cllr D Strachan
- Cllr S Watkins

Mr M Thorn– Deputy Town Clerk, Biggleswade Town Council
 Mrs J Durn – Meeting Administrator, Biggleswade Town Council
 Members of Public – None

A11/0901 1. APOLOGIES FOR ABSENCE

Cllr D Albone, Cllr G Fage, Cllr J Medlock, Cllr H Ramsay

ABSENT WITHOUT APOLOGIES

Cllr S Patel

A11/0902 2. DECLARATIONS OF INTEREST

- A11/0902.1 a. Disclosable Pecuniary Interests in any agenda item – None
- A11/0902.2 b. Non-pecuniary interests in any agenda item - None

A11/0903 3. TOWN MAYOR'S ANNOUNCEMENTS

- The BTC Workshop Planning Application for the Drove Road Maintenance Workshop has now been approved.
- The Police and Crime Commission Conference (PCC Annual Parish Conference) is taking place on the Thursday 13 September at CBC Offices. All are welcome to attend.
- The Mayor attended a “Welcome” service to welcome the new Methodist Minister to Biggleswade.

A11/0904 4. PUBLIC OPEN SESSION

No questions from the public

A11/0905 5. INVITED SPEAKER

There was no invited speaker.

A11/0906 6. MEMBERS QUESTIONS

- A11/0906.1 a. Cllr D Strachan: There have been three attempts of robbery in the last week (using a bike). The Police would be pleased to receive any information/details from members of the public.

A11/0907 7. MINUTES AND RECOMMENDATIONS OF MEETINGS

- A11/0907.1 a. From the Minutes of Biggleswade Town Council Meeting held on 28 August 2018. Cllr P Sheldon to be noted as sending apologies.

- A11/0907.2 b. Item 11b: to add the initial "C" to the references to correspondence with Mr Albone to avoid confusion.

A11/0908 8. MATTERS ARISING

From the Minutes of the Biggleswade Town Council Meeting held on 28 August 2018:

- A11/0908.1 a. Cllr Briars: At the BJC meeting on 6 September it was reported that the overdue lining for Sun Street, Lawrence Road, etc. would be carried out by the end of the month.

- A11/0908.2 b. Cllr M Foster: To note that the draft minutes have been re-issued; however, please note that the original draft minutes are also in the public domain.

A11/0909 9. PLANNING APPLICATIONS

- A11/0909.1 a. **CB/18/02803/FULL – 7 Spring Close, Biggleswade. SG18 0HL**
Single-storey side extension and garage conversion.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations. In addition, the Council is to ensure that their guidelines on the size of the proposed dwellings are complied with to eliminate detriment in respect of light and privacy of adjacent residents. To also ensure adequate off-street parking.

A11/0910 10. ITEMS FOR CONSIDERATION

- A11/0910.1 a. **Hire Agreement – Orchard Centre**

Cllr Strachan felt that this document required further clarification and moved to defer this item to a future Council meeting.

A11/0911 11. ITEMS FOR INFORMATION

- A11/0911.1 a. **Crime Statistics August 2018**

Cllr Strachan raised a number of concerns:

- The statistics do not give a true record
- The number of thefts from motor vehicles has increased
- There is a definite spike in crime.

- We understand that Bedfordshire Police are under-resourced, but we do need to ask the police what action they are taking.
- The police would be pleased to hear from anyone with information.

A11/0912 **12. PUBLIC OPEN SESSION**

There were no questions.

A11/0913 **13. EXEMPT ITEMS**

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

No Exempt Items

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

DRAFT

Recommendations and Resolutions of the PLOS meeting held on 18 September 2018

7. ITEMS FOR CONSIDERATION

a. Additional Parking at Jubilee Recreation Ground

Members considered correspondence from a resident of Sandy View detailing the parking problems that exist in the surrounding area, with a request to consider the idea that additional parking space is made available by using using part of the Jubilee Recreation Ground site.

It was **RESOLVED** to decline the request due to the need to preserve public open space.

b. Parish Schedules – Update to Site Information and Projects for S106 Funding

Members considered information held on a CBC parish schedule on current and new projects to be funded by section 106 monies. CBC would like to know if there are any amendments or deletions to the list or any leisure projects the Council have planned. Responses are required by Friday 9th November 2018.

It was **RESOLVED** to hold a working group to examine the schedules in more detail and report to Council in time to respond by the November deadline.

c. Drove Road Cemetery Repairs

Members considered quotations for repairs to piers in the western boundary wall at Drove Road Cemetery. It is estimated that nine piers need rebuilding.

It was **RECOMMENDED** that clarifications on materials and methods be sought to ensure that the repairs were in line with conservation requirements and that a comprehensive programme of works should be carried out to include the repairs to walls between the piers and that this matter should be considered by Town Council to prevent any delays to essential works.

d. Replacement Kubota RTVX900

Members considered replacement of one Kubota RTV 4 wheel drive utility vehicle that is now 6 years old. The capital cost after discount and trade in would be £14,888. The monthly lease hire cost over 36 months is £447.00 per month plus VAT. (For comparison, the monthly lease hire cost of the 2015 model was £463.13 plus VAT.)

Members **RESOLVED** to trade in the 2012 RTV model and acquire a new model on 36 month lease hire as quoted but with the addition of a third year's warranty.

Recommendations and Resolutions of the Town Centre Management Committee meeting held on 21st August 2018.

1. ITEMS FOR CONSIDERATION

There were no items for consideration.

7. ITEMS FOR INFORMATION

a. A Boards

The Working Group met on 28 June 2018 to review the A Board Policy document. BTC are currently advertising a position to recruit a Town Centre Operations Manager. It was decided to take this subject forward once this position is filled, as this is one of the Town Centre issues that will be under the remit of the new Manager.

b. Deliveries to Wetherspools

The Town Clerk has requested that deliveries other than kegs should use the Church Street entrance to help alleviate the hold up of traffic in the High Street.

This information was **NOTED**.

8. 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.

There were no questions.

9. EXEMPT ITEMS

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

- a. Parking Matters*
- b. Street Lighting Upgrade*
- c. Market Layout and Management*

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

Date :- 18/09/2018

BIGGLESWADE TOWN COUNCIL

Item 10a i Detailed Balance Sheet

Time :- 16:19

Detailed Balance Sheet (Excluding Stock Movement)

Month No: 5

31/08/2018

Page No: 1

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>		
	<u>Fixed Assets</u>	Asset Value	Depreciation	Net Value
1	OP'L F/H LAND & BUILDINGS	1,813,044	372,120	1,440,924
2	OP'L L/H LAND & BUILDINGS	9,095	0	9,095
21	VEHICLES & EQUIPMENT	718,276	340,739	377,537
41	INFRASTRUCTURE ASSETS	255,413	217,777	37,636
61	COMMUNITY ASSETS	15,380	0	15,380
	Total Fixed Assets	2,811,208	930,636	1,880,572
	<u>Current Assets</u>			
100	DEBTORS - TOWN COUNCIL	19,414		
101	DEBTORS - ALLOTMENTS	316		
102	DEBTORS - PITCH HIRE	1,792		
103	DEBTORS - ORCHARD CENTRE	8,883		
105	VAT REFUNDS	7,537		
201	NATWEST CURRENT BANK A/C	131,434		
202	LLOYDS CURRENT BANK A/C	310,715		
204	LLOYDS SALARY A/C	94		
209	NATWEST CAPITAL RESERVE	255,957		
210	PETTY CASH	447		
212	CASH CHANGE FLOAT	24		
225	NATWEST 95 DAY ACCOUNT	448		
	Total Current Assets		737,061	
	<u>Current Liabilities</u>			
501	TRADE CREDITORS	37,696		
525	ALLOTMENT DEPOSITS	2,650		
530	INC IN ADVANCE - COMMUTED	33,570		
532	INC IN ADVANCE - PERMITS	2,171		
533	INC IN ADVANCE - PERMITS RES	475		
550	MAYORS CHARITY FUND	100		
	Total Current Liabilities		76,662	
	Net Current Assets			660,399
	Total Assets less Current Liabilities			2,540,971
	<u>Long Term Liabilities</u>			
401	PWLB LOANS	138,585		
	Total Long Term Liabilities		138,585	
	Total Assets less Total Liabilities			2,402,386
	<u>Represented By :-</u>			
301	CURRENT YEAR FUND	35,227		
310	GENERAL RESERVE	150,899		
320	EMR DEVOLVED SERVICES	65,000		
325	EMR WEBSITE	1,500		
327	EMR RADIO LINK	1,471		
329	CHRISTMAS LIGHTS RES	3,000		
335	EMR DIAMOND JUBILEE	1,797		
338	EMR TOWN PLAN STEERING GP	1,643		
342	EMR MISC. RECREATION	2,695		

Detailed Balance Sheet (Excluding Stock Movement)

Month No: 5 31/08/2018

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>
345	EMR STREET LIGHTS	14,000
346	EMR PUBLIC TOILETS	9,341
348	EMR CLOCK REPAIR	700
349	ROLLING CAPITAL FUND	373,127
350	CAPITAL FINANCING RESERVE	1,358,293
451	DEF'D GRANTS APPLIED	594,591
452	DEF'D GRANTS W/BACK	-210,897
	Total Equity	2,402,386

18/09/2018

BIGGLESWADE TOWN COUNCIL

Item10a ii Summary Income &

16:12

Summary Income & Expenditure by Budget Heading 31/08/2018

Expenditure by budget heading

Month No : 5

Cost Centre Report

Page No 1

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
101 B'SWADE MAGISTRATES COURT	Expenditure	9,027	2,085	9,580	7,495		7,495	21.8 %
	Income	7,893	2,085	9,580	-7,495			21.8 %
108 GRANTS (INCL S137)	Expenditure	18,785	27,958	20,500	-7,458		-7,458	136.4 %
109 CAPITAL EXPENDITURE	Expenditure	224,631	144,738	152,347	7,609		7,609	95.0 %
	Income	160,236	0	0	0			0.0 %
111 CORPORATE MANAGEMENT	Expenditure	83,109	32,739	100,793	68,054		68,054	32.5 %
	Income	861,388	469,199	939,232	-470,033			50.0 %
112 DEMOCRATIC REP'N & MGM'T	Expenditure	99,926	49,479	136,912	87,433		87,433	36.1 %
	Income	0	-67	0	-67			0.0 %
113 CIVIC ACTIVITIES & EXPENSES	Expenditure	3,582	610	4,600	3,991		3,991	13.3 %
	Income	330	90	0	90			0.0 %
115 ORCHARD COMMUNITY CENTRE	Expenditure	11,865	16,602	86,420	69,818		69,818	19.2 %
	Income	33,533	28,831	26,000	2,831			110.9 %
901 CENTRAL SERVICES	Expenditure	18,544	18	0	-18		-18	0.0 %
	Income	614	18	0	18			0.0 %
102 ALLOTMENTS	Expenditure	840	266	1,965	1,699		1,699	13.5 %
	Income	5,163	-162	5,300	-5,462			-3.1 %
104 BURIAL GROUNDS	Expenditure	74,042	36,666	83,437	46,771		46,771	43.9 %
	Income	19,418	7,688	18,000	-10,312			42.7 %
212 RECREATION GROUNDS	Expenditure	259,556	128,055	309,576	181,521		181,521	41.4 %
	Income	10,007	5,908	11,720	-5,812			50.4 %
902 WORKS SERVICES	Expenditure	23,234	0	0	0		0	0.0 %
103 STREET LIGHTS	Expenditure	9,642	-15,920	16,000	31,920		31,920	-99.5 %
105 CAR PARKS	Expenditure	76,703	42,615	74,094	31,479		31,479	57.5 %
	Income	0	12,779	105,000	-92,221			12.2 %
106 MARKET	Expenditure	24,057	10,558	29,710	19,152		19,152	35.5 %
	Income	18,707	7,023	21,000	-13,977			33.4 %
107 TOWN CENTRE GENERAL	Expenditure	55,861	11,024	65,093	54,069		54,069	16.9 %
	Income	310	0	0	0			0.0 %
110 PUBLIC CONVENIENCES	Expenditure	19,891	10,673	24,950	14,277		14,277	42.8 %
INCOME - EXPENDITURE TOTALS	Expenditure	1,013,296	498,165	1,115,977	617,812	0	617,812	44.6 %
	Income	1,117,598	533,391	1,135,832	-602,441			47.0 %
	Net Expenditure over Income	-104,302	-35,227	-19,855	15,372			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
101	<u>B'SWADE MAGISTRATES COURT</u>							
4007	HEALTH & SAFETY	0	0	300	300		300	0.0 %
4011	RATES	11,114	5,728	11,560	5,832		5,832	49.6 %
4012	WATER RATES	337	103	500	397		397	20.6 %
4013	RENT	-20,125	-9,311	-25,580	-16,269		-16,269	36.4 %
4014	ELECTRICITY	2,802	0	1,600	1,600		1,600	0.0 %
4015	GAS	1,550	624	3,000	2,376		2,376	20.8 %
4016	CLEANING COSTS	8,389	2,813	9,000	6,187		6,187	31.3 %
4021	TELEPHONE & FAX	105	0	0	0		0	0.0 %
4023	STATIONERY	0	31	0	-31		-31	0.0 %
4026	COMPUTER	0	105	0	-105		-105	0.0 %
4029	OFFICE REFURBISHMENT	0	16	0	-16		-16	0.0 %
4036	PROPERTY MAINTENANCE	609	274	4,000	3,726		3,726	6.8 %
4042	EQUIPT MAINT/REPAIR	961	70	1,000	930		930	7.0 %
4067	PEST CONTROL	0	0	100	100		100	0.0 %
4104	REFUSE COLLECTION	996	301	1,000	699		699	30.1 %
4110	FIRE PRECAUTIONS	409	764	1,500	736		736	50.9 %
4128	EQUIPMENT	0	15	0	-15		-15	0.0 %
4134	SECURITY/CCTV	1,880	553	1,600	1,047		1,047	34.5 %
	B'SWADE MAGISTRATES COURT :- Expenditure	9,027	2,085	9,580	7,495	0	7,495	21.8 %
1081	INC-RENT	7,893	2,085	9,280	-7,195			22.5 %
1091	INC-MISCELLANEOUS	0	0	300	-300			0.0 %
	B'SWADE MAGISTRATES COURT :- Income	7,893	2,085	9,580	-7,495			21.8 %
	Net Expenditure over Income	1,134	0	0	0			
102	<u>ALLOTMENTS</u>							
4013	RENT	465	116	465	349		349	25.0 %
4037	GROUNDS MAINTENANCE	0	0	1,000	1,000		1,000	0.0 %
4067	PEST CONTROL	375	150	500	350		350	30.0 %
	ALLOTMENTS :- Expenditure	840	266	1,965	1,699	0	1,699	13.5 %
1087	INC-ALLOTMENTS	5,163	-162	5,300	-5,462			-3.1 %
	ALLOTMENTS :- Income	5,163	-162	5,300	-5,462			-3.1 %
	Net Expenditure over Income	-4,323	429	-3,335	-3,764			
103	<u>STREET LIGHTS</u>							
4012	WATER RATES	0	42	0	-42		-42	0.0 %
4014	ELECTRICITY	6,333	1,538	6,000	4,462		4,462	25.6 %
4038	MAINTENANCE CONTRACT	2,262	-17,500	6,500	24,000		24,000	-269.2 %

Month No : 5

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4045	S/L REPAIR/RENEWAL	1,047	0	3,000	3,000		3,000	0.0 %
4174	BUS SHELTER MAINTENANCE	0	0	500	500		500	0.0 %
	STREET LIGHTS :- Expenditure	9,642	-15,920	16,000	31,920	0	31,920	-99.5 %
	Net Expenditure over Income	9,642	-15,920	16,000	31,920			
104	BURIAL GROUNDS							
4011	RATES	3,810	2,114	3,965	1,851		1,851	53.3 %
4012	WATER RATES	167	-11	200	211		211	-5.3 %
4014	ELECTRICITY	27	28	100	72		72	27.7 %
4036	PROPERTY MAINTENANCE	0	0	1,000	1,000		1,000	0.0 %
4110	FIRE PRECAUTIONS	0	152	200	48		48	76.0 %
4178	PATHS MAINTENANCE	0	0	1,000	1,000		1,000	0.0 %
4901	C.S. SALARY RECHARGE	8,086	3,450	12,750	9,300		9,300	27.1 %
4902	W.S. SALARY RECHARGE	44,556	23,395	46,940	23,545		23,545	49.8 %
4911	C.S. O'HEAD RECHARGE	6,412	3,418	6,662	3,244		3,244	51.3 %
4912	W.S. O'HEAD RECHARGE	10,985	4,120	10,620	6,500		6,500	38.8 %
	BURIAL GROUNDS :- Expenditure	74,042	36,666	83,437	46,771	0	46,771	43.9 %
1084	INC-BURIAL FEES	17,259	7,166	15,000	-7,834			47.8 %
1097	INC-MEMORIALS	2,159	522	3,000	-2,478			17.4 %
	BURIAL GROUNDS :- Income	19,418	7,688	18,000	-10,312			42.7 %
	Net Expenditure over Income	54,624	28,978	65,437	36,459			
105	CAR PARKS							
4011	RATES	22,832	12,563	23,750	11,187		11,187	52.9 %
4021	TELEPHONE & FAX	0	0	600	600		600	0.0 %
4047	MATERIALS/TOOLS	556	1,146	500	-646		-646	229.2 %
4056	LEGAL EXPENSES	1,698	0	1,000	1,000		1,000	0.0 %
4092	Card Processing Fees	0	-218	0	218		218	0.0 %
4108	SURFACE REPAIRS	0	5,830	3,000	-2,830		-2,830	194.3 %
4126	CAR PARK LEASE	34,108	14,500	26,001	11,501		11,501	55.8 %
4127	SIGNS	0	198	0	-198		-198	0.0 %
4901	C.S. SALARY RECHARGE	2,021	862	3,188	2,326		2,326	27.1 %
4902	W.S. SALARY RECHARGE	11,139	5,849	11,735	5,886		5,886	49.8 %
4911	C.S. O'HEAD RECHARGE	1,603	854	1,665	811		811	51.3 %
4912	W.S. O'HEAD RECHARGE	2,746	1,030	2,655	1,625		1,625	38.8 %
	CAR PARKS :- Expenditure	76,703	42,615	74,094	31,479	0	31,479	57.5 %
1088	INC-CAR PARKING FEES	0	2,655	105,000	-102,345			2.5 %
1089	INC - PARKING PERMITS WORK	0	7,828	0	7,828			0.0 %

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Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1189	INC-PARKING PERMITS RES	0	2,297	0	2,297			0.0 %
	CAR PARKS :- Income	0	12,779	105,000	-92,221			12.2 %
	Net Expenditure over Income	76,703	29,835	-30,906	-60,741			
106	MARKET							
4004	MARKET STAFF	4,773	2,051	5,150	3,099		3,099	39.8 %
4011	RATES	6,101	2,492	6,400	3,908		3,908	38.9 %
4012	WATER RATES	0	-42	0	42		42	0.0 %
4014	ELECTRICITY	237	0	300	300		300	0.0 %
4025	INSURANCE	532	0	550	550		550	0.0 %
4032	PUBLICITY	0	0	550	550		550	0.0 %
4047	MATERIALS/TOOLS	0	0	250	250		250	0.0 %
4081	Licences	333	333	333	0		0	100.1 %
4901	C.S. SALARY RECHARGE	6,738	2,875	10,625	7,750		7,750	27.1 %
4911	C.S. O'HEAD RECHARGE	5,343	2,848	5,552	2,704		2,704	51.3 %
	MARKET :- Expenditure	24,057	10,558	29,710	19,152	0	19,152	35.5 %
1085	INC-TUESDAY MARKET RENTS	3,039	1,539	3,000	-1,461			51.3 %
1086	INC-SATURDAY MARKET RENTS	15,668	5,484	18,000	-12,516			30.5 %
	MARKET :- Income	18,707	7,023	21,000	-13,977			33.4 %
	Net Expenditure over Income	5,351	3,535	8,710	5,175			
107	TOWN CENTRE GENERAL							
4064	ANNUAL HANGING BASKETS	2,334	2,066	3,000	935		935	68.8 %
4116	WAR MEM & REM SERV	220	363	1,000	637		637	36.3 %
4117	CLOCK REPAIRS	0	0	350	350		350	0.0 %
4140	CHRISTMAS ACTIVITIES	5,281	0	5,000	5,000		5,000	0.0 %
4143	Highway Improvements	5,000	0	0	0		0	0.0 %
4144	CCTV	16,334	0	18,000	18,000		18,000	0.0 %
4145	CHRISTMAS LIGHTS	14,183	0	18,500	18,500		18,500	0.0 %
4901	C.S. SALARY RECHARGE	2,021	862	3,188	2,326		2,326	27.1 %
4902	W.S. SALARY RECHARGE	11,139	5,849	11,735	5,886		5,886	49.8 %
4911	C.S. O'HEAD RECHARGE	1,603	854	1,665	811		811	51.3 %
4912	W.S. O'HEAD RECHARGE	2,746	1,030	2,655	1,625		1,625	38.8 %
4990	ASSET FUNDING FROM RCP	-5,000	0	0	0		0	0.0 %
	TOWN CENTRE GENERAL :- Expenditure	55,861	11,024	65,093	54,069	0	54,069	16.9 %
1145	INC-CHRISTMAS ACTIVITIES	310	0	0	0			0.0 %
	TOWN CENTRE GENERAL :- Income	310	0	0	0			
	Net Expenditure over Income	55,551	11,024	65,093	54,069			

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Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
108 GRANTS (INCL S137)							
4261 GRANTS UNDER OTHER	11,285	16,708	13,000	-3,708		-3,708	128.5 %
4264 Community Agent Grant	7,500	11,250	7,500	-3,750		-3,750	150.0 %
GRANTS (INCL S137) :- Expenditure	18,785	27,958	20,500	-7,458	0	-7,458	136.4 %
Net Expenditure over Income	18,785	27,958	20,500	-7,458			
109 CAPITAL EXPENDITURE							
4053 LOAN INTEREST	6,825	0	18,233	18,233		18,233	0.0 %
4253 LEASE INTEREST REPAYED	581	242	581	339		339	41.7 %
4801 CP - New Vehicles\Equipment	8,700	24,993	0	-24,993		-24,993	0.0 %
4806 CP - Office Furn/Equipment	10,668	0	0	0		0	0.0 %
4823 CP - Play Equipment	0	9,900	0	-9,900		-9,900	0.0 %
4827 CP - Office Equipment	0	9,029	0	-9,029		-9,029	0.0 %
4828 CP - Magistrates Court Impr'ts	5,096	0	0	0		0	0.0 %
4842 CP - The Orchard Furniture & E	113,634	0	0	0		0	0.0 %
4843 CP - Street Furniture	4,840	2,440	0	-2,440		-2,440	0.0 %
4847 CP - Workshop	1,925	2,000	0	-2,000		-2,000	0.0 %
4848 CP - Car Park Signage	2,911	0	0	0		0	0.0 %
4850 CP - Car Park Equipment	0	34,114	0	-34,114		-34,114	0.0 %
4900 ROLLING CAPITAL FUND	70,000	100,000	100,000	0		0	100.0 %
4980 LOAN REPAYMENT	8,486	0	28,556	28,556		28,556	0.0 %
4982 LEASE CAPITAL REPAYED	4,977	2,074	4,977	2,903		2,903	41.7 %
4990 ASSET FUNDING FROM RCP	-14,011	0	0	0		0	0.0 %
4992 TRANSFER FROM E/MARKED	0	-40,054	0	40,054		40,054	0.0 %
CAPITAL EXPENDITURE :- Expenditure	224,631	144,738	152,347	7,609	0	7,609	95.0 %
1077 INC-S106 GRANTS	48,233	0	0	0			0.0 %
1178 Orchard S106 Funds	112,003	0	0	0			0.0 %
CAPITAL EXPENDITURE :- Income	160,236	0	0	0			
Net Expenditure over Income	64,395	144,738	152,347	7,609			
110 PUBLIC CONVENIENCES							
4011 RATES	3,318	1,514	3,450	1,936		1,936	43.9 %
4012 WATER RATES	1,241	395	1,600	1,205		1,205	24.7 %
4014 ELECTRICITY	666	0	900	900		900	0.0 %
4036 PROPERTY MAINTENANCE	616	2,144	2,500	356		356	85.8 %
4038 MAINTENANCE CONTRACT	14,050	6,620	16,500	9,880		9,880	40.1 %
PUBLIC CONVENIENCES :- Expenditure	19,891	10,673	24,950	14,277	0	14,277	42.8 %
Net Expenditure over Income	19,891	10,673	24,950	14,277			

Month No : 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
111 CORPORATE MANAGEMENT							
4056	LEGAL EXPENSES	9,748	0	0	0	0	0.0 %
4057	AUDIT FEES	875	-1,600	3,735	5,335	5,335	-42.8 %
4901	C.S. SALARY RECHARGE	40,427	17,249	63,749	46,500	46,500	27.1 %
4911	C.S. O'HEAD RECHARGE	32,059	17,090	33,309	16,219	16,219	51.3 %
	CORPORATE MANAGEMENT :- Expenditure	83,109	32,739	100,793	68,054	0	32.5 %
1076	PRECEPT RECEIVED	861,241	469,116	938,232	-469,116		50.0 %
1096	INTEREST RECEIVED	147	83	1,000	-917		8.3 %
	CORPORATE MANAGEMENT :- Income	861,388	469,199	939,232	-470,033		50.0 %
	Net Expenditure over Income	-778,278	-436,461	-838,439	-401,979		
112 DEMOCRATIC REP'N & MGMT							
4024	SUBSCRIPTIONS	3,278	3,080	3,500	420	420	88.0 %
4026	COMPUTER	0	614	0	-614	-614	0.0 %
4135	ELECTION PROVISION	0	0	4,000	4,000	4,000	0.0 %
4901	C.S. SALARY RECHARGE	53,903	22,999	85,000	62,001	62,001	27.1 %
4911	C.S. O'HEAD RECHARGE	42,745	22,786	44,412	21,626	21,626	51.3 %
	DEMOCRATIC REP'N & MGMT :- Expenditure	99,926	49,479	136,912	87,433	0	36.1 %
1083	INC-PITCH HIRE	0	-67	0	-67		0.0 %
	DEMOCRATIC REP'N & MGMT :- Income	0	-67	0	-67		
	Net Expenditure over Income	99,926	49,546	136,912	87,366		
113 CIVIC ACTIVITIES & EXPENSES							
4008	STAFF TRAINING	1,568	0	1,500	1,500	1,500	0.0 %
4009	STAFF TRAVEL	0	0	500	500	500	0.0 %
4014	ELECTRICITY	13	0	0	0	0	0.0 %
4112	TOWN MAYOR'S ALLOW.	974	5	1,000	995	995	0.5 %
4166	TWINNING	70	555	500	-55	-55	110.9 %
4179	CIVIC FUNCTIONS	924	50	1,000	950	950	5.0 %
4180	CIVIC REGALIA REPAIRS ETC	33	0	100	100	100	0.0 %
	CIVIC ACTIVITIES & EXPENSES :- Expenditure	3,582	610	4,600	3,991	0	13.2 %
1082	INC-LETTINGS	0	90	0	90		0.0 %
1091	INC-MISCELLANEOUS	330	0	0	0		0.0 %
	CIVIC ACTIVITIES & EXPENSES :- Income	330	90	0	90		
	Net Expenditure over Income	3,252	520	4,600	4,081		

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Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
115	ORCHARD COMMUNITY CENTRE							
4001	STAFF SALARIES	1,171	9,039	40,100	31,061		31,061	22.5 %
4002	EMPLOYERS N.I	0	763	4,700	3,937		3,937	16.2 %
4003	EMPLOYERS SUPERANN.	0	2,061	9,200	7,139		7,139	22.4 %
4007	HEALTH & SAFETY	45	0	500	500		500	0.0 %
4011	RATES	0	0	5,500	5,500		5,500	0.0 %
4012	WATER RATES	359	102	600	498		498	16.9 %
4014	ELECTRICITY	1,368	317	10,000	9,683		9,683	3.2 %
4015	GAS	1,351	562	4,500	3,938		3,938	12.5 %
4016	CLEANING COSTS	1,457	1,540	4,000	2,460		2,460	38.5 %
4020	MISC. ESTABLISH.COST	441	0	400	400		400	0.0 %
4021	TELEPHONE & FAX	850	283	1,020	737		737	27.7 %
4026	COMPUTER	1,465	1,166	2,500	1,334		1,334	46.7 %
4030	RECRUIT. ADVERTISING	704	0	0	0		0	0.0 %
4032	PUBLICITY	195	0	500	500		500	0.0 %
4036	PROPERTY MAINTENANCE	657	369	1,000	631		631	36.9 %
4038	MAINTENANCE CONTRACT	1,299	261	1,500	1,239		1,239	17.4 %
4042	EQUIPT MAINT/REPAIR	170	139	200	61		61	69.7 %
4128	EQUIPMENT	334	0	200	200		200	0.0 %
	ORCHARD COMMUNITY CENTRE :- Expenditure	11,865	16,602	86,420	69,818	0	69,818	19.2 %
1078	INC-MISC GRANTS	18,000	18,000	18,000	0			100.0 %
1082	INC-LETTINGS	15,533	10,822	8,000	2,822			135.3 %
1115	INC-REFRESHMENTS	0	8	0	8			0.0 %
	ORCHARD COMMUNITY CENTRE :- Income	33,533	28,831	26,000	2,831			110.9 %
	Net Expenditure over Income	-21,669	-12,229	60,420	72,649			
212	RECREATION GROUNDS							
4011	RATES	4,241	2,207	4,450	2,243		2,243	49.6 %
4012	WATER RATES	579	2,086	11,000	8,914		8,914	19.0 %
4013	RENT	0	0	1	1		1	0.0 %
4014	ELECTRICITY	535	369	3,500	3,131		3,131	10.6 %
4016	CLEANING COSTS	50	0	400	400		400	0.0 %
4036	PROPERTY MAINTENANCE	1,686	0	5,000	5,000		5,000	0.0 %
4037	GROUNDS MAINTENANCE	2,204	169	5,000	4,831		4,831	3.4 %
4038	MAINTENANCE CONTRACT	6,618	3,568	5,000	1,432		1,432	71.4 %
4039	PLAY. EQUIP. MAINT.	1,693	2,028	6,000	3,972		3,972	33.8 %
4042	EQUIPT MAINT/REPAIR	125	0	0	0		0	0.0 %
4043	FENCING & GATES	318	464	1,000	536		536	46.4 %
4044	TREES & PLANTS	2,522	111	4,000	3,889		3,889	2.8 %

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Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4067 PEST CONTROL	1,570	400	1,500	1,100		1,100	26.7 %
4100 FERT./SEEDS/WEEDKILL	125	1,323	2,000	677		677	66.2 %
4110 FIRE PRECAUTIONS	0	712	500	-212		-212	142.3 %
4114 LITTER BINS	0	0	2,000	2,000		2,000	0.0 %
4139 GRASS CUTTING	4,236	0	5,000	5,000		5,000	0.0 %
4901 C.S. SALARY RECHARGE	21,561	9,199	34,000	24,801		24,801	27.1 %
4902 W.S. SALARY RECHARGE	155,946	81,883	164,290	82,407		82,407	49.8 %
4911 C.S. O'HEAD RECHARGE	17,098	9,114	17,765	8,651		8,651	51.3 %
4912 W.S. O'HEAD RECHARGE	38,449	14,421	37,170	22,749		22,749	38.8 %
RECREATION GROUNDS :- Expenditure	259,556	128,055	309,576	181,521	0	181,521	41.4 %
1077 INC-S106 GRANTS	1,480	0	0	0			0.0 %
1078 INC-MISC GRANTS	0	3,022	0	3,022			0.0 %
1081 INC-RENT	3,988	1,676	5,240	-3,564			32.0 %
1083 INC-PITCH HIRE	4,029	860	5,000	-4,140			17.2 %
1091 INC-MISCELLANEOUS	510	350	330	20			106.1 %
1092 INC-GRNDS MAINT	0	0	1,150	-1,150			0.0 %
RECREATION GROUNDS :- Income	10,007	5,908	11,720	-5,812			50.4 %
Net Expenditure over Income	249,549	122,147	297,856	175,709			
901 CENTRAL SERVICES							
4001 STAFF SALARIES	114,600	44,366	161,300	116,934		116,934	27.5 %
4002 EMPLOYERS N.I	10,236	3,885	14,400	10,515		10,515	27.0 %
4003 EMPLOYERS SUPERANN.	22,292	9,246	36,800	27,554		27,554	25.1 %
4007 HEALTH & SAFETY	541	145	2,500	2,355		2,355	5.8 %
4008 STAFF TRAINING	3,075	1,690	3,000	1,310		1,310	56.3 %
4009 STAFF TRAVEL	3,408	1,247	3,500	2,253		2,253	35.6 %
4010 MISC. STAFF COSTS	384	75	500	425		425	15.0 %
4013 RENT	20,125	9,311	25,580	16,269		16,269	36.4 %
4020 MISC. ESTABLISH.COST	712	100	250	150		150	40.0 %
4021 TELEPHONE & FAX	6,488	2,336	7,600	5,264		5,264	30.7 %
4022 POSTAGE	939	205	1,200	995		995	17.1 %
4023 STATIONERY	5,203	1,928	4,000	2,072		2,072	48.2 %
4025 INSURANCE	19,036	19,407	20,000	593		593	97.0 %
4026 COMPUTER	15,299	11,329	12,000	671		671	94.4 %
4027 PHOTOCOPIER	3,817	804	3,500	2,696		2,696	23.0 %
4030 RECRUIT. ADVERTISING	1,204	0	0	0		0	0.0 %
4031 ADVERTISING	0	0	400	400		400	0.0 %
4032 PUBLICITY	4,563	2,588	3,500	912		912	73.9 %
4051 BANK CHARGES	976	434	1,000	566		566	43.4 %

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Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4056	LEGAL EXPENSES	2,055	0	1,000	1,000		1,000	0.0 %
4058	PROFESSIONAL FEES	11,758	0	5,000	5,000		5,000	0.0 %
4060	OFFICE EQUIPMENT	451	26	500	474		474	5.2 %
4073	PAYROLL BUREAU FEES	1,317	-58	2,000	2,058		2,058	-2.9 %
4074	ACCOUNTANCY FEES	11,588	5,415	14,000	8,585		8,585	38.7 %
4104	REFUSE COLLECTION	98	0	0	0		0	0.0 %
4901	C.S. SALARY RECHARGE	-134,758	-57,496	-212,500	-155,004		-155,004	27.1 %
4911	C.S. O'HEAD RECHARGE	-106,862	-56,965	-111,030	-54,065		-54,065	51.3 %
	CENTRAL SERVICES :- Expenditure	18,544	18	0	-18	0	-18	
1091	INC-MISCELLANEOUS	9	18	0	18			0.0 %
1099	INC-INSURANCE (CLAIM)	605	0	0	0			0.0 %
	CENTRAL SERVICES :- Income	614	18	0	18			
	Net Expenditure over Income	17,930	0	0	0			
902	WORKS SERVICES							
4001	STAFF SALARIES	193,514	91,869	176,750	84,881		84,881	52.0 %
4002	EMPLOYERS N.I	18,486	8,137	17,650	9,513		9,513	46.1 %
4003	EMPLOYERS SUPERANN.	30,569	16,970	40,300	23,330		23,330	42.1 %
4007	HEALTH & SAFETY	328	276	500	224		224	55.2 %
4008	STAFF TRAINING	941	0	2,500	2,500		2,500	0.0 %
4009	STAFF TRAVEL	349	100	500	400		400	20.0 %
4010	MISC. STAFF COSTS	112	0	300	300		300	0.0 %
4014	ELECTRICITY	23	0	50	50		50	0.0 %
4021	TELEPHONE & FAX	0	396	50	-346		-346	792.4 %
4030	RECRUIT. ADVERTISING	596	1,006	0	-1,006		-1,006	0.0 %
4041	EQUIPMENT HIRE	276	0	400	400		400	0.0 %
4042	EQUIPT MAINT/REPAIR	1,713	855	4,000	3,145		3,145	21.4 %
4046	VEHICLE LEASING	11,894	4,816	10,500	5,684		5,684	45.9 %
4047	MATERIALS/TOOLS	4,927	3,744	5,000	1,256		1,256	74.9 %
4048	VEHICLE MAINT/REPAIR	15,292	3,265	7,500	4,235		4,235	43.5 %
4049	VEHICLE FUEL	6,392	2,805	6,500	3,695		3,695	43.2 %
4050	VEHICLE TAX	152	270	0	-270		-270	0.0 %
4103	PROTECTIVE CLOTHING	3,475	1,028	2,500	1,472		1,472	41.1 %
4119	SKIP HIRE	6,115	1,879	6,000	4,121		4,121	31.3 %
4128	EQUIPMENT	551	0	500	500		500	0.0 %
4134	SECURITY/CCTV	2,509	161	3,300	3,139		3,139	4.9 %
4136	RENEWALS/REPLACEMENT	2,729	0	3,000	3,000		3,000	0.0 %
4902	W.S. SALARY RECHARGE	-222,780	-116,976	-234,700	-117,724		-117,724	49.8 %
4912	W.S. O'HEAD RECHARGE	-54,926	-20,601	-53,100	-32,499		-32,499	38.8 %
	WORKS SERVICES :- Expenditure	23,234	0	0	0	0	0	
	Net Expenditure over Income	23,234	0	0	0			

List of Payments made between 01/08/2018 and 31/08/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/08/2018	Remembrance	000108	55.42		Purchase Silhouette-Remembrance
08/08/2018	CoolerAid Ltd	200441	44.70		1366/Water for Cooler
08/08/2018	Anglian Water Business Ltd. (N	200442	1,799.24		1383/Kitelands 01/02-31/07/18
08/08/2018	Arthur Ibbett Limited	200443	1,593.60		1391/4 new mowers (ins claim)
08/08/2018	Bedford & River Ivel I D B	200444	23.90		1398/Agriculture Drainage Rate
08/08/2018	Bedfordshire Growers Ltd	200445	37.98		1361/ Safety Wellies
08/08/2018	Chubb Fire Ltd	200446	122.70		1364/ Chubb Fire Alarm Service
08/08/2018	GH Online Accounting Limited	200447	660.00		1369/ Payroll Y/E & Returns
08/08/2018	Harrier Office Supplies Ltd	200448	237.41		1370/ Office Supplies
08/08/2018	Henlow Building Supplies	200449	281.70		1371/ Henlow Mtce Materials
08/08/2018	Colin Hill Bar & Catering Supp	200450	167.35		1365/ Engineer Call Out
08/08/2018	Mick George Recycling Ltd	200451	59.40		1387/Wheelie Bin
08/08/2018	Node IT Solutions Ltd	200452	1,792.75		1401/Node Support
08/08/2018	Professional Pest Management	200453	90.00		1380/Routine pest control
08/08/2018	Parkeon Limited	200454	168.00		1402/ Signage Posts
08/08/2018	G & A Plumbing and Heating Eng	200455	439.93		1386/ Repair Leaking Cistern
08/08/2018	DCK Accounting Solutions Ltd	200456	1,030.08		1367/Contract Accounting
08/08/2018	R & C Hyett	200457	2,330.00		1390/Toilet Cleaning July
08/08/2018	Hire or Buy Group Ltd	200458	94.92		1397/ Chisel
08/08/2018	Southern Electric	200459	101.47		1348/Gas 13.06.18-01.07.18
08/08/2018	Spaldings UK Limited	200460	136.49		1343/Wodden shaft
08/08/2018	Biggleswade Twinning Ass	000109	500.00		Biggleswade Twinning Ass
08/08/2018	ICCM Membership	000111	60.00		ICCM Membership
08/08/2018	Petty Cash	0000110	196.93		Petty Cash
10/08/2018	Ampoweruk Ltd-DDR	2018041711	254.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	2018041712	15.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	2018041714	64.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	2018041715	327.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	201804172	145.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	201804173	22.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	201804174	9.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	201804176	9.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	201804178	10.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	201804179	25.00		Purchase Ledger Payment
10/08/2018	Ampoweruk Ltd-DDR	201807282	267.00		Purchase Ledger Payment
13/08/2018	Ampoweruk Ltd-DDR	2018041710	41.61		Purchase Ledger Payment
13/08/2018	Ampoweruk Ltd-DDR	2018041713	122.00		Purchase Ledger Payment
13/08/2018	Ampoweruk Ltd-DDR	201804175	8.46		Purchase Ledger Payment
13/08/2018	Ampoweruk Ltd-DDR	201804177	755.82		Purchase Ledger Payment
15/08/2018	Lloyds Salary A/C	TFR	22,763.77		Fund Salaries
16/08/2018	Remembrance Day	000112	307.44		Poppies for Rem Day
17/08/2018	Lloyds Bank	CHG	56.55		Service Charges
20/08/2018	Lex Autolease Ltd	DDR01	12.00		1412/Leasing
21/08/2018	Ampoweruk Ltd-DDR	2018041716	71.18		Purchase Ledger Payment
21/08/2018	AIB Merchant Services	DDR	39.90		Purchase Ledger Payment
23/08/2018	EE - DD	DDR02	238.15		Purchase Ledger Payment
23/08/2018	Childcare Vouchers Limited	DDR	10.72		1419/Childcare vouchers

At : 16:22

Lloyds Current A/C

List of Payments made between 01/08/2018 and 31/08/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
		Total Payments	<u>37,598.57</u>		

Printed on : 18/09/2018

BIGGLESWADE TOWN COUNCIL

Item 10a iv Current Account Natwest

At : 16:21

Natwest Current A/C

Page No 1

List of Payments made between 01/08/2018 and 31/08/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2018	BT Payment Services Ltd	DDR01	88.56		1332/Telephone charge-Jul
01/08/2018	Lex Autolease Ltd	DDR02	656.50		1379/Lease + Service Rental
05/08/2018	Central Beds Council	Std Ord	5,315.00		Rates Bills 2018-19
10/08/2018	Lloyds Current A/C	TFR	289.00		Burial Fees (wrong CB)
10/08/2018	Lloyds Current A/C	TFR	525.00		Parking Permits (wrong CB)
13/08/2018	Lloyds Current A/C	TFR	472.70		Parking Meters (wrong CB)
15/08/2018	BT Payment Services Ltd	DDR03	143.28		1363/ BT Broadband Chgs
15/08/2018	BT Payment Services Ltd	DDR04	30.00		1261/BT Bills to 13 Jul 18
16/08/2018	Fuel Genie DDR	DDR05	718.22		1384/ Fuel July 18
17/08/2018	Lloyds Current A/C	TFR	665.30		Orchard CC (wrong CB)
19/08/2018	Rickerby Waterson	Std Ord	7,250.00		Rose Lane Car Park
20/08/2018	Lloyds Current A/C	TFR	437.50		Parking Permits (wrong CB)
21/08/2018	EE - DD	DDR06	58.54		1420/Telephone charge
21/08/2018	Southern Electric	DDR07	10,345.77		Purchase Ledger Payment
26/08/2018	Manitou Finance	Std Ord	555.76		Manitou Finance - Kubota Lease
28/08/2018	BNP Paribas	DDR08	174.00		1362/ Kubota Lease
28/08/2018	Natwest	CHG	2.00		Charges
30/08/2018	Cawleys - DDR	DDR09	511.73		1399/ Recycling & General
31/08/2018	Natwest	CHG	14.25		Charges

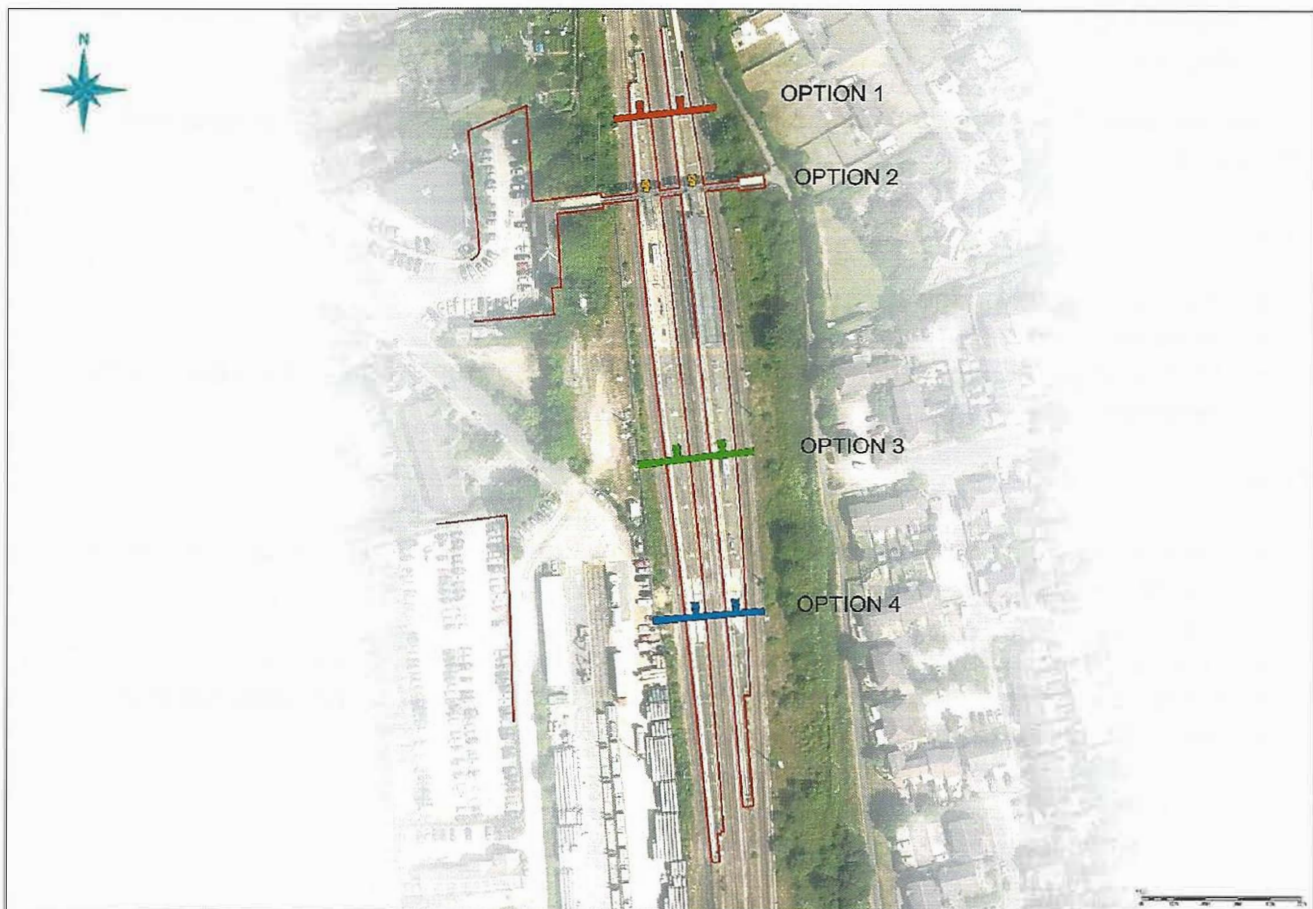
Total Payments	28,253.11
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4. Options Considered

To allow discussion, ahead of the workshop, 4 options were plotted and further discussions were had on possible deviations to these options. The aim of this exercise was to consider some of the following (Not an exhaustive list);

1. Improved customer experience.
2. Improved DDA accessibility and compliance.(AFA)
3. Compliance with NWR requirements and use of NWR approved materials.
4. Cost Effective Solutions but with respect to optimum CAPEX and OPEX.
5. Minimal Impact of Existing station Operations.
6. Links to Local Authority Projects/Developments.



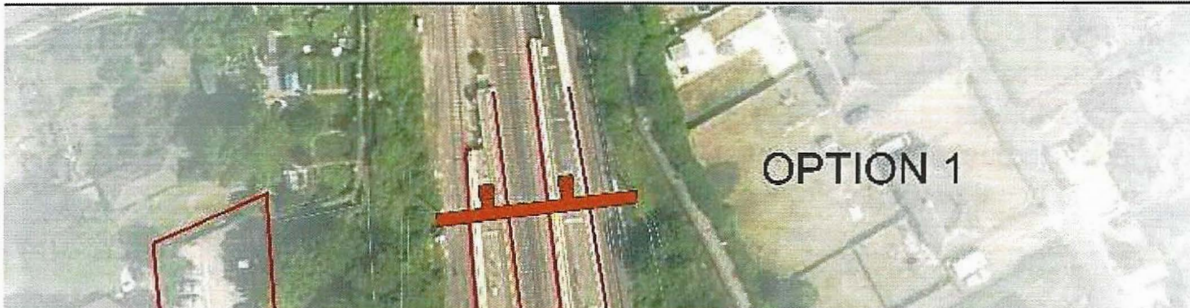
In the following pages the options are discussed further. However it should be noted that the Pros and Cons are brief and are not exhaustive lists. The workshop presentation boards should also be referred as these list notes on each of the options discussed.

Cost:

The cost range between the options is anticipated to be between £2M and £3M for new bridge and lift arrangements or £1M for new lift arrangements. This is purely budgetary as the stage of the scheme is only at GRIP 2 Feasibility. Costs will be developed at GRIP 3 stage to +/- 30%.

4.1 - Option 1

The proposed option 1 presented at the workshop is to install a new pedestrian footbridge and new lifts to the northern end of the platforms with lift access to Platforms 1/2 and 3/4. However the location is at the platforms narrowest point. The links with the station forecourt and small car park are ok but the position will affect local residents.



During the GRIP 2, Feasibility workshop the following pros and cons were identified and discussed;

Pros

- Smaller span of bridge
- Integration away from station possible
- Limited disruption to station operations as this can be created away from the existing operations.

Cons

- Very narrow platforms. Not ideal for the stairs to be orientated north as this will possibly create an unsafe pedestrian flow.
- Sighting issues
- Line speed of 125mph means pedestrians need to be careful on narrow platforms.
- Close to residents properties/access which are to the far end of the small car park
- Poor access for Cranes/Temporary Works

4.2 - Option 2

The proposed option 2 presented at the workshop is to install new lifts adjacent to the existing footbridge. The lifts would be standalone with a small infill link to the structure for access but would only increase weight bearing on the structure slightly. It could be argued that the existing overbridge position is in the ideal location on site in terms of connectivity. It would avoid changes to the PROW.



During the GRIP 2, Feasibility workshop the following pros and cons were identified and discussed;

Pros

- Favourable to local authority as it does not alter the PROW and maintains to optimum bridge position on the site.
- Avoids clash with planned interchange/forecourt development
- Easy solution and cost effective

Cons

- Narrow platform area and pedestrians exiting the lifts would need adequate protection and routing to the safe areas of platform.
- Sighting issues
- Line speed of 125mph means pedestrians need to be careful on narrow platforms.
- Congestion at platform Level
- Bridge in poor condition (Network Rail structural report required)
- Network Rail bridge needs repair

4.3 - Option 3

The proposed option 1 presented at the workshop is to install a new pedestrian footbridge and new lifts to the northern end of the platforms with lift access to Platforms 1/2 and 3/4.



During the GRIP 2, Feasibility workshop the following pros and cons were identified and discussed

Pros

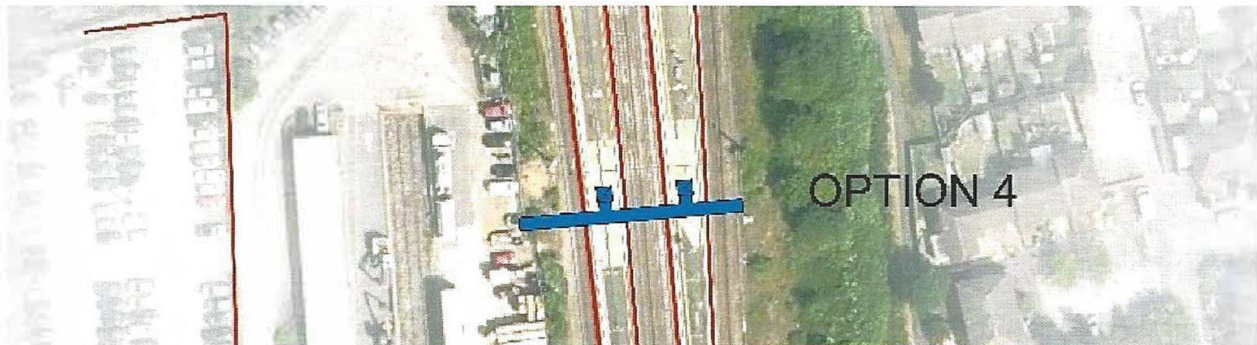
- Easy access to Car Park
- Alleviates pinch points as platform is wide here.
- Main station footbridge steps could be removed if this solution was constructed. The existing structure would therefore be only a PROW and not a station platform access point.

Cons

- There are Listed Buildings on the platform and this location will interface with this. This will add cost and would require involved discussions with the conservation officer and Railway Heritage Trust.
- There would be Impact on interchange project that is foreseen and this solution is not idea for the local authority.
- East side exist point would be a large amount of work and access for the works would be very difficult. Significant temporary works would be needed.
- Possible third lift/ramp could be needed on the Far East embankment.

4.4 - Option 4

The proposed option 4 presented at the workshop is to install a new pedestrian footbridge and new lifts to the southern end of the platforms with lift access to Platforms 1/2 and 3/4. However the location is at another narrow point. The links with the station forecourt and large car park are ok but the position will affect local residents.



During the GRIP 2, Feasibility workshop the following pros and cons were identified and discussed

Pros

- Clear to build away from station
- Easy access to Car Park
- Main station footbridge steps could be removed if this solution was constructed. The existing structure would therefore be only a PROW and not a station platform access point.

Cons

- Away from station building
- Narrow Platform location
- Doesn't tie in with local authority interchange plans
- Would impact on NWR site.

During the presentation further options were tabled that had not been plotted.

4.5 - Option 5

The proposed option 5 presented at the workshop is a Hybrid of Options 2 and 3. This would basically allow a temporary footbridge to be constructed at location 3 from a scaffold. This would then allow the existing bridge structure to be refurbished and new lifts to be built.

This is quite a favourable option and would be a cost effective option to a brand new permanent bridge structure. However there would be a reasonable impact on the existing station and a new station access/egress would need to be formed or an alternative PROW pedestrian route would have to be sought whilst the refurbishment was taking place.

4.6 - Option 6

The proposed option 6 discussed at the workshop was to consider a 2 lift option but with a short bridge that does not extend to the east embankment. However this would be difficult to construct.

It should only be considered if a full structure spanning all platforms cannot be constructed.

4.7 – Other Notes

The viability of a diagonal spanning bridge was discussed. It was agreed that this could be considered at GRIP 3 if there is a viable reason that we cannot install a straight structure adjacent in the same orientation as the existing footbridge. It was raised that this could look a little unconventional.

A new public right of way bridge can be constructed to allow for existing bridge to be refurbished. Not a preference for the local authority.

Or there could be a new structure next to existing bridge with new lifts.



Department
for Transport

Name
TOC/LDG

Via email

Neil Priest
Programme Manager
Access for All
Department for Transport
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London SW1P 4DR

Tel: 020 7944 6987
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Web site: www.dft.gov.uk

25 July 2018

Dear XXXX

ACCESS FOR ALL IN CP6: STATION NOMINATION PROCESS

I am writing to confirm the Government has made up to £300m available to extend the Access for All programme across Control Period 6 and to seek your nominations for the next tranche of station projects.

Selected stations will receive an accessible route into the station and to and between each platform. Nominated stations will be assessed primarily against similar criteria to those used in previous Control Periods. These are:

- Footfall, using figures published by the Office of Rail and Road
- Stations where there is a particularly high incidence of disability in the area, based on Census data
- A particular local circumstance such as the proximity of hospitals, a school for disabled children or a military rehabilitation centre for example, or stations with relatively high numbers of interchange passengers
- The availability of third party funding
- Stations that would help to fill "gaps" in accessibility on the network

There is no limit on the number of stations that can be nominated but you should rank them in priority order and provide the reasoning for this ranking. We also expect that the views of local authorities, Members of Parliament, local disability groups and community rail groups will have been sought. Well evidenced nominations will be given due weight during the selection process.

It should be noted that other factors will be given consideration before the final selection is made including the need to ensure a fair geographical spread across the country and the credibility of projects being delivered within the Control Period (CP6).

You may also wish to consider synergies with other projects or programmes. However, where stations are part of major infrastructure programmes or a renewal is planned that would require compliance with the UK and EU accessibility standards set out in <https://www.gov.uk/government/publications/accessible-railway-stations-design-standards> it is unlikely that Access for All funding will be made available. Priority will be given to stations that currently have no access to and between platforms over stations where this is possible, even if the existing route is not ideal.

Nominations should be sent direct to AccessforAllNominations@dft.gov.uk using the attached nomination form.

Nominations should be received by Friday 16 November 2018 and we intend to announce the successful stations in April 2019.

Please note that any stations that were deferred as a result of the Hendy review do not need to be re-submitted as they will all be included in the programme automatically.

If you have any queries about this letter please do not hesitate to contact me.

Yours sincerely,

NEIL PRIEST

Subject: Rose Lane Car Park

Just wanted to provide some quick feedback on the changes to the town car parks, I have seen plenty complaining on Facebook groups so thought I would offer some positive feedback.

Since the changes to Rose Lane I can now visit the town during the week and know there will be somewhere to park, if I am only there for a quick visit the one hour free ticket is great. If I want to be in town longer I have the option to pay for the time I need, when I had to rely on the ANPR controlled supermarket car parks I had no option for a longer stay.

Overall I believe these changes will mean I will use the town more as a customer rather than less.

Regards,
Darran

ADDRESS	APPLICATION NO.	COMMITTEE DATE	BTC DECISION	DESCRIPTION	CBC OUTCOME/ DATE	"CALLED IN"
Baden Powell Way, Land to the East of	18/02458/OUT	14/08/2018	<p>Following discussion, it was RESOLVED that the Town Council have no objections overall but would like the following items to be taken into consideration by the Planning Authority:</p> <ol style="list-style-type: none"> 1. The design of the blocks of flats needs further development. They will be the first blocks of this size in Biggleswade and will be prominent on the development. There is concern that they are currently too intrusive. 2. An up-to-date flood risk assessment needs to be carried out and suitable mitigation incorporated in the design. 3. It would be preferable for the power cables to be buried but, if not, any housing should be a suitable distance away to avoid any adverse impact on residents. 4. All relevant Building Regulations, particularly about fire safety, must be observed 	Hybrid application seeking: Full planning permission for 240 dwellings (Use Class C3), up to 300sqm of community building (Use Classes A1, A2, A3, B1 and D1), associated access and hard and soft infrastructure including site access, internal roads, car parking, footpaths, cycleways, drainage and utilities; and Outline planning permission with all matters reserved for subsequent approval for up to 1,260 dwellings (Use Class C3), up to 2ha of commercial development (Use Classes A1, A2, A3, A4, A5, B1 a, b, c, B2 ,B8), up to 2.5ha of primary school development (Use Class D1) and up to 4ha of other leisure and community development (Use Classes D1 and D2), up to 60ha of open space including play space, allotments and a country park, infrastructure including site access, internal roads, car parking, footpaths, cycleways, drainage and utilities and the demolition of existing buildings at the site. This hybrid planning application is for EIA development as defined by the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 and is supported by an Environmental Statement.	Consultation Period	
The Baulk,80	18/02201/FULL	10/07/2018	No Objection	The erection of 2 no. two storey three bedroom detached dwellings together with garages, car parking, access drive and landscaping.	Granted 23/08/2018	
Bonds Lane & Foundry Lane, Land at	18/02353/FULL	10/07/2018	<p>Objection - BTC would like to see the derelict site developed, however proposal does not take account of parking issues ie Biggleswade does not have adequate parking to accommodate any further similar developments. There are factual errors in the application; Rose Lane car park will not be unrestricted and no parking available in public car parks for residents of this development. No sufficient public transport, the development is too dense and design not in keeping. Also serious concerns over access and egress, in particular for emergency services. Development is Key 4 in Biggleswade Town Centre Strategy and Master Plan.</p>	Demolition of existing vacant and derelict buildings and erection of 50 residential apartments with associated vehicular access, car and cycle parking,	Awaiting Decision	Called in
Courtlands Drive, Council	18/01085/FULL	24/04/2018	No Objection	Single Storey Front Extension.	Awaiting Decision	

CBC Update
as at 23/08/2018

ADDRESS	APPLICATION NO.	COMMITTEE DATE	BTC DECISION	DESCRIPTION	CBC OUTCOME/ DATE	"CALLED IN"
Holme Court Avenue, 9	18/02809/FULL	14/08/2018	No Objection	Single storey rear extension and alterations.	Consultation Period	
Langford Road, Land West of Langford Road, Holmemills	18/00791/FULL	13/03/2018	No Objection	Erection of new 4 bed dwelling.	Awaiting Decision	
Land adjacent to A1 Retail Park London Road, Biggleswade	18/02302/FULL	10/07/2018	No Objection	Erection of three retail units (Class A1), alterations to access and servicing arrangements, provision of car parking, landscaping works and all other associated physical works.	Awaiting Decision	
London Road, Stratton Business Park	18/01684/ADV	14/08/2018	Objection - on the grounds of size, illumination, distraction of website and telephone numbers and contravention of the Highways Regulations	Advertisement: Installation of company logo signage on west side of the building facing the A1. The signage will be 4m x 8m halo lit x 2	Granted 04/09/2018	
London Road, 106	18/02908/FULL	28/08/2018	No Objection	Demolition of existing garage and construction of 2-bedroom bungalow with associated parking and bin storage.	Awaiting Decision	
Pegasus Drive, Vacant Plot, Road South of Stratton Business Park, Biggleswade	18/01561/FULL	22/05/2018	No Objection - subject to their being sufficient parking for staff and customers.	Erection of Industrial Warehouse Building for the Sale and Hire of Heavy Machinery including Reception, Administration, Staff Welfare, Display, Storage and Servicing and External Landscaping including Hardstanding for Car Parking, Loading and Unloading, External Display and Wash-Down and Associated Works.	Granted 13/09/2018	
Pegasus Drive, Stratton Business Park, Biggleswade	18/02305/VOC	10/07/2018	No Objection	Variation of Condition 22 of planning permission CV/17/02166/OUT. Erection of up to 52,000 sqm of B2 and or B8 floor space with ancillary offices, together with associated car parking and landscaping.	Awaiting Decision	
Sandy View, 2	18/02682/FULL	24/07/2018	No Objection	Proposed garage conversion and rear extension.	Consultation Period	
Saxon Drive, Saxon Pool and Leisure Centre	18/02320/FULL	24/07/2018	No Objection	Provision of 4No. Temporary portacabin buildings and corridor to provide temporary changing and WC facilities whilst the wet-side Changing Village is being refurbished. The temporary changing facilities will be in place for approximately 3 months.	Granted 22/08/2018	
Spring Close, 7	18/02803/FULL	11/09/2018	No Objection	Single story side extension and garage conversion.	Consultation Period	
Stratton Way, 84	18/02135/FULL	26/06/2018	No Objection	Construction of a two storey, semi-detached 3-bedroom house	Awaiting Decision	
Windermere Drive, 7	18/01263/FULL	22/05/2018	No Objection	Single story rear extension and first floor/side rear extension.	Granted 13/09/2018	

Finzi Grove, 1	18/03037/FULL	28/08/2018	No Objection	Single storey rear extension.	Consultation Period	
High Street, 59	18/01445/ADV	26/06/2018	No Objection	Advertisement: Projecting sign above café door.	Awaiting Decision	
Hitchin Street, 16-18	18/00408/FULL	13/03/2018	No Objection	Change of use from A1 (retail) to A3 (Café/Restaurant) with small soft	Awaiting Decision	