

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 10 July 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 Council Meeting held on Tuesday 10 July 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 10 July 2018.

9. **PLANNING APPLICATIONS**

- a. **CB/18/02454/ADV – 15 Market Square, Biggleswade, SG18 8AS**
Advertisement: Installation of 1 no. fascia sign and 1 no. hanging sign.
- b. **CB/18/02320/FULL - Saxon Pool and Leisure Centre, Saxon Drive, Biggleswade, SG18 8SU**
Provision of 4 No. 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.
- c. **CB/18/02386/FULL – 48 The Baulk, Biggleswade, SG18 0PX**
Replacement of existing out building with new annex.
- d. **CB/18/02613/FULL – 52 Holme Court Avenue, Biggleswade, SG18 8PE**
Erection of single storey garage, single storey front porch and single storey rear extension following demolition of existing detached garage and demolition of existing rear extension.
- e. **CB/18/02682/FULL – 2 Sandy View, Biggleswade, SG18 0HS**
Proposed garage conversion and rear extension.

10. **ACCOUNTS**

a. **Financial Administration**

For Members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 30th June 2018.
- ii. Summary of Income & Expenditure.
- iii. Income and Expenditure by budget heading.
- iv. Current Bank Account, receipts and payments to 30th June 2018.

11. ITEMS FOR CONSIDERATION

a. Neighbourhood Plan – Delegated Authority

Members are asked to consider a report on the Neighbourhood Plan.

b. Remembrance Day Parade

To commemorate 100 years since the end of WW1, the Biggleswade branch of the RBL would ask if the Town Council would consider the purchase of either 28 or 56 large poppies to be placed on the finials around the war memorial. The Sea Cadets are making poppies to be placed around the railings and would be willing to place the poppies around the finials at the same time.

The request also includes the purchase of a “there but not there” silhouette, the silhouette will sit on a bench around the memorial. The silhouette is part of the national “there but not there” installation to remember the fallen of the First World War. They will allow communities to take the names of those who made the ultimate sacrifice in this conflict off the rolls of honour and back into the spaces they left behind.

Should Council be minded to approve this request, the poppies and silhouette can be used at future Remembrance Day parades.

Cost;

28 poppies	£153.72.
56 poppies	£307.44.
Silhouette	£ 42.00.

c. Community Right to Bid

Correspondence has been received by Central Bedfordshire Council nominating the Red Lion Public House to be listed as an asset of community value.

Central Bedfordshire Council would like to hear any comments that the Town Council would like to make on the application, the comments will be fed into the decision-making process. (See attached correspondence)

12. ITEMS FOR INFORMATION

a. Planning Application Outcomes

Attached report of the Planning Application Outcomes as at 19 July 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 Kubota Tractor)

(15b Transformation of Growth in Biggleswade)

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

PRESENT:

Cllr M North (Chairman)
Cllr D Albone
Cllr I Bond
Cllr B Briars
Cllr G Fage (joined the meeting at 7.10pm)
Cllr F Foster
Cllr M Foster
Cllr S Patel
Cllr H Ramsay
Cllr M Russell
Cllr D Strachan
Cllr S Watkins

Mr M Thorn – Deputy Town Clerk, Biggleswade Town Council
Mrs J Durn – Administrator, Biggleswade Town Council
Members of Public – 1
Member of staff - 1

A10/0701 1. APOLOGIES FOR ABSENCE

None

ABSENT WITHOUT APOLOGIES

Cllr J Medlock

A10/0702 2. DECLARATIONS OF INTEREST

- A10/0702.1 a. Disclosable Pecuniary Interests in any agenda item – None
A10/0702.2 b. Non-pecuniary interests in any agenda item:
Cllr I Bond – item 10b
Cllr S Watkins – item 9c

A10/070 3. TOWN MAYOR'S ANNOUNCEMENTS

There were no announcements from the Mayor.

A10/0704 4. PUBLIC OPEN SESSION

No questions from the public.

A10/0705 5. INVITED SPEAKER

There was no invited speaker.

A10/0706 6. MEMBERS QUESTIONS

- A10/0706.1 a. Cllr S Patel: Regarding local crime/thefts - Is the Council aware of any specific orders that can be put in place regarding Biggleswade addresses known to be involved in local crime.

The Town Clerk will speak to the Community Police Officer about this.

A10/0707 7. MINUTES AND RECOMMENDATIONS OF MEETINGS

- A10/0707.1 a. Members received and approved the Minutes of the Biggleswade Town Council Meeting held on 26 June 2018.

- A10/0707.2 b. Members received and approved the Minutes of the Biggleswade Town Council Extraordinary Meeting held on Tuesday 03 July 2018.

A10/0708 8. MATTERS ARISING

- A10/0708.1 a. From the Minutes of the Biggleswade Town Council Meeting held on 26 June 2018.

Cllr D Strachan: Is there any answer regarding the Palace Street/Saffron Road signage?

The Deputy Town Clerk said that the matter had been reported but no action had been taken as yet.

- A10/0708.2 b. From the Minutes of the Biggleswade Town Council Extraordinary Meeting held on 03 July 2018.

There were no matters arising.

A10/0709 9. PLANNING APPLICATIONS

- A10/0709.1 a. **CB/18/02222/FULL – 5 Edward Road, Biggleswade, SG18 0DT**
Two storey side extension. Single storey front extension. Dormer to rear elevation. 2m high boundary fencing.

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.

- A10/0709.2 b. **CB/18/02110/FULL – 27 Laburnham Road, Biggleswade, SG18 0NX.**
Single-storey rear extension and removal of outbuilding.

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.

A10/0709.3 c. **CB/18/02031/FULL – 80 The Baulk, Biggleswade, SG18 0PX**
Erection of 2 x two-storey three-bedroom detached dwellings together with garages, car parking, access drive and landscaping.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, but would like to draw attention to possible access and overdevelopment issues.

A10/0709.4 d. **CB/18/02305/VOC – Stratton Business Park, Pegasus Drive, Biggleswade**
Variation of Condition 22 of Planning Permission CB/17/02166/OUT.
Erection of up to 42,000sqm of B2 and or B8 floor space with ancillary offices, together with associated car parking and landscaping.

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

A10/0709.5 e. **CB/18/02302/FULL – Land adjacent to A1 Retail Park London Road, Biggleswade**
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.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application.

A10/0709.6 f. **CB/18/02353/FULL – Land at Bonds Lane and Foundry Lane, Biggleswade, SG18 8AY**
Demolition of existing vacant and derelict buildings and erection of 50 residential apartments with associated vehicular access, car and cycle parking, refuse storage

It was **RESOLVED** that the Town Council **OBJECT** to this application. The Town Council *would like to see the derelict site developed, however the proposed development does not take account of (lack of parking), 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 there is no parking available in public car parks for residents of this development. Biggleswade has no sufficient public transport to cater for this development. The development is too dense and the design is not in keeping with the location. There are serious concerns over the access and egress, particularly when considering the emergency services. Developments should provide a better mix of accommodation.*

The development site is identified in the Biggleswade Town Centre Strategy and Master Plan as key area 4 and should be regenerated to provide a mix of uses including car parking, shops, residential, commercial, food and drink and health care uses.

It was requested that Cllr Watkins “call in” this Application.

A10/0709.7 g. **CB/18/02184/FULL – The Old Maltings, Church Street, Biggleswade, SG18 0JS**
Proposed extension to B1 office.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application.

A10/0709.8 h. **CB/18/02400/ADV – Unit F1, Normandy Lane, Biggleswade, SG18 8QB**
Advertisement – Installation of 6 No. Fascia Signs.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application.

A10/0710 10. ITEMS FOR CONSIDERATION

A10/0710.1 a. **Northhill Parish Neighbourhood Plan**

Members considered their response, as a statutory consultee, to the draft Northhill Parish Neighbourhood Plan.

<http://www.northhillneighbourhoodplan.org/>

It was **RESOLVED** that the Town Clerk will respond to say the Town Council has **NO OBJECTION** to the draft plan, and that they welcome the links, desire lines to Biggleswade.

A10/0710.2 b. **CB/TRE/18/00191 - Works to Trees protected by a Preservation Order: Woodland south of Shortmead House Lake, Shortmead Lane, Biggleswade. SG18 0FG**

Works to a tree protected by a Preservation Order: Prune 1 Oak tree adjacent to 5 Hazel Walk. The tree is within Area A2 of TPO MB/TPO/73/0002.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application.

A10/0710.3 c. **CB/TCA/18/00199 - Works to Trees within a Conservation Area: 2 London Road, Biggleswade, SG18 8EP**

Works to trees within a Conservation Area: Removal of various trees within the garden located as shown on the map supplied with the application.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application.

A10/0710.4 d. **Street Trading Consent – Baden Powell Way**

Members considered an application to street trade off Baden Powell Way,

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

A10/0710.5 e. **Town and Parish Conference 18th July 2018**

To consider an invitation for two members of the Council to attend the Town and Parish Conference, 18th July 2018, Priory House, Chicksands. The conference will be Better Care Locally – The Changing Face of Health and Social Care in Central Bedfordshire.

Cllr M North and Mr R McGregor will attend the conference.

A10/0710.6 f. **Mid Beds CAB**

An application has been received for grant funding toward the CAB outreach project.

This item will be brought forward to be considered with other grant requests at the appropriate time.

A10/0710.7 g. **Car Park Signage**

Members considered a proposal from Councillor Sheldon, that the newly erected main entrance car park signs are altered, to add additional lettering to the signs with the wording first hour free. The signage currently states parking by payment only or parking by payment or permit only.

The signage will be modified to make it clear that it reads that the first hour is free, but that a ticket must be displayed.

A10/0711 **ITEMS FOR INFORMATION**

A10/0711.1 a. **Mayor's Charity Fund – Thank you letter**

Sue Ryder has sent a thank you letter for the kind donation of £571.47

This information was **NOTED.**

A11/0711.2 b. **Erlensee Twining Association**

A reminder that visitors from Erlensee will be arriving on the afternoon of Friday 13th July 2018 in Biggleswade. The official welcome will take place in the Town Council offices at 4.30pm. There will be approximately 25 visitors and twinning members present. Please would the Councillors indicate who will be in attendance. All are welcome to join them at Jordans Mill on the Friday evening at 7.30pm for a meal. This will be at their own expense, which will be £19.95 for two courses.

This information was **NOTED.**

A10/0711.3 c. **Stake Holder Update**

Stakeholder update on the proposal to merge Bedford Hospital and Luton and Dunstable University Hospital, (update attached).

This information was **NOTED.**

A10/0711.4 d. **Crime Statistics**

Crime statistics cannot be produced at the moment as the Police have moved over to a new offence logging system.

This information was **NOTED.**

A10/0711.5 e. **Biggleswade Neighbourhood Plan**

Correspondence has been received from Central Bedfordshire Council to confirm that they have received the application to designate Biggleswade Parish as a Neighbourhood Area. As the application covers the entire parish area and is valid and complete, under section 5A of the Neighbourhood Planning (General) and Development Management Procedure (Amendment) regulations 2016, the area has been designated as a Neighbourhood Area. A copy of the notice is attached to this agenda for information.

This information was **NOTED.**

A10/0712 12. **PUBLIC OPEN SESSION**

There were no questions from members of the public.

A10/0713 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.

There are 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.

Date :- 11/07/2018

BIGGLESWADE TOWN COUNCIL

Item 10.i Detailed Balance Sheet

Time :- 14:53

Detailed Balance Sheet (Excluding Stock Movement)

Month No: 3 30th June 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	18,951		
101	DEBTORS - ALLOTMENTS	582		
102	DEBTORS - PITCH HIRE	1,816		
103	DEBTORS - ORCHARD CENTRE	6,729		
105	VAT REFUNDS	20,384		
201	CURRENT BANK A/C	146,983		
202	IMPREST BANK A/C DO NOT USE	419,403		
204	BUSINESS RESERVE A/C	94		
209	CAPITAL RESERVE.	255,935		
210	PETTY CASH	251		
212	CASH CHANGE FLOAT	24		
225	NATWEST 95 DAY ACCOUNT	448		
	Total Current Assets		871,599	
	<u>Current Liabilities</u>			
501	TRADE CREDITORS	41,797		
525	ALLOTMENT DEPOSITS	2,600		
530	INC IN ADVANCE - COMMUTED	33,570		
550	MAYORS CHARITY FUND	100		
	Total Current Liabilities		78,067	
	Net Current Assets			793,532
	Total Assets less Current Liabilities			2,674,104
	<u>Long Term Liabilities</u>			
401	PWLB LOANS	138,585		
430	LEASE CREDITOR (GROSS)	926		
435	LEASE CREDITOR (DEF'D INT)	-97		
	Total Long Term Liabilities		139,414	
	Total Assets less Total Liabilities			2,534,689
	<u>Represented By :-</u>			
301	CURRENT YEAR FUND	168,219		
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: 3 30th June 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	373,267
350	CAPITAL FINANCING RESERVE	1,357,464
451	DEF'D GRANTS APPLIED	594,591
452	DEF'D GRANTS W/BACK	-210,897
	Total Equity	2,534,689

11/07/2018

BIGGLESWADE TOWN COUNCIL

14:52

Summary Income & Expenditure by Budget Heading 30th June 2018

Month No : 3

Cost Centre Report

Page No 1

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
101 B'SWADE MAGISTRATES COURT	Expenditure	0	2,085	9,580	7,495		7,495	21.8 %
	Income	0	2,085	9,580	-7,495			21.8 %
108 GRANTS (INCL S137)	Expenditure	0	27,958	20,500	-7,458		-7,458	136.4 %
109 CAPITAL EXPENDITURE	Expenditure	463	118,818	152,347	33,529		33,529	78.0 %
111 CORPORATE MANAGEMENT	Expenditure	7,075	20,086	100,793	80,707		80,707	19.9 %
	Income	15	469,166	939,232	-470,066			50.0 %
112 DEMOCRATIC REP'N & MGM'T	Expenditure	9,260	32,207	136,912	104,705		104,705	23.5 %
	Income	0	-67	0	-67			0.0 %
113 CIVIC ACTIVITIES & EXPENSES	Expenditure	0	55	4,600	4,545		4,545	1.2 %
115 ORCHARD COMMUNITY CENTRE	Expenditure	3,674	9,918	86,420	76,503		76,503	11.5 %
	Income	248	24,625	26,000	-1,375			94.7 %
901 CENTRAL SERVICES	Expenditure	0	8	0	-8		-8	0.0 %
	Income	0	8	0	8			0.0 %
102 ALLOTMENTS	Expenditure	0	116	1,965	1,849		1,849	5.9 %
	Income	22	-169	5,300	-5,469			-3.2 %
104 BURIAL GROUNDS	Expenditure	7,492	22,941	83,437	60,496		60,496	27.5 %
	Income	1,705	5,707	18,000	-12,293			31.7 %
212 RECREATION GROUNDS	Expenditure	24,997	79,532	309,576	230,044		230,044	25.7 %
	Income	127	5,558	11,720	-6,162			47.4 %
902 WORKS SERVICES	Expenditure	0	0	0	0		0	0.0 %
103 STREET LIGHTS	Expenditure	542	-16,427	16,000	32,427		32,427	-102.7 %
105 CAR PARKS	Expenditure	4,306	26,927	74,094	47,167		47,167	36.3 %
	Income	0	0	105,000	-105,000			0.0 %
106 MARKET	Expenditure	2,027	6,647	29,710	23,063		23,063	22.4 %
	Income	1,692	4,578	21,000	-16,422			21.8 %
107 TOWN CENTRE GENERAL	Expenditure	3,833	7,448	65,093	57,645		57,645	11.4 %
110 PUBLIC CONVENIENCES	Expenditure	302	4,952	24,950	19,998		19,998	19.8 %
INCOME - EXPENDITURE TOTALS	Expenditure	63,971	343,272	1,115,977	772,705	0	772,705	30.8 %
	Income	3,809	511,491	1,135,832	-624,341			45.0 %
	Net Expenditure over Income	60,161	-168,219	-19,855	148,364			

BIGGLESWADE TOWN COUNCIL

14:52 Detailed Income & Expenditure by Budget Heading 30th June 2018

Month No : 3

Cost Centre Report

Page No 1

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
101 B'SWADE MAGISTRATES COURT							
4007 HEALTH & SAFETY	0	0	300	300		300	0.0 %
4011 RATES	1,144	3,440	11,560	8,120		8,120	29.8 %
4012 WATER RATES	0	0	500	500		500	0.0 %
4013 RENT	-2,188	-5,060	-25,580	-20,520		-20,520	19.8 %
4014 ELECTRICITY	0	0	1,600	1,600		1,600	0.0 %
4015 GAS	539	539	3,000	2,461		2,461	18.0 %
4016 CLEANING COSTS	100	1,463	9,000	7,537		7,537	16.3 %
4023 STATIONERY	31	31	0	-31		-31	0.0 %
4026 COMPUTER	105	105	0	-105		-105	0.0 %
4029 OFFICE REFURBISHMENT	0	16	0	-16		-16	0.0 %
4036 PROPERTY MAINTENANCE	0	274	4,000	3,726		3,726	6.8 %
4042 EQUIPT MAINT/REPAIR	0	70	1,000	930		930	7.0 %
4067 PEST CONTROL	0	0	100	100		100	0.0 %
4104 REFUSE COLLECTION	166	234	1,000	766		766	23.4 %
4110 FIRE PRECAUTIONS	102	662	1,500	838		838	44.1 %
4128 EQUIPMENT	0	15	0	-15		-15	0.0 %
4134 SECURITY/CCTV	0	296	1,600	1,304		1,304	18.5 %
B'SWADE MAGISTRATES COURT :- Expenditure	0	2,085	9,580	7,495	0	7,495	21.8 %
1081 INC-RENT	0	2,085	9,280	-7,195			22.5 %
1091 INC-MISCELLANEOUS	0	0	300	-300			0.0 %
B'SWADE MAGISTRATES COURT :- Income	0	2,085	9,580	-7,495			21.8 %
Net Expenditure over Income	0	0	0	0			
102 ALLOTMENTS							
4013 RENT	0	116	465	349		349	25.0 %
4037 GROUNDS MAINTENANCE	0	0	1,000	1,000		1,000	0.0 %
4067 PEST CONTROL	0	0	500	500		500	0.0 %
ALLOTMENTS :- Expenditure	0	116	1,965	1,849	0	1,849	5.9 %
1087 INC-ALLOTMENTS	22	-169	5,300	-5,469			-3.2 %
ALLOTMENTS :- Income	22	-169	5,300	-5,469			-3.2 %
Net Expenditure over Income	-22	285	-3,335	-3,620			
103 STREET LIGHTS							
4012 WATER RATES	0	42	0	-42		-42	0.0 %
4014 ELECTRICITY	542	1,031	6,000	4,969		4,969	17.2 %
4038 MAINTENANCE CONTRACT	0	-17,500	6,500	24,000		24,000	-269.2 %
4045 S/L REPAIR/RENEWAL	0	0	3,000	3,000		3,000	0.0 %

Month No : 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4174 BUS SHELTER MAINTENANCE	0	0	500	500		500	0.0 %
STREET LIGHTS :- Expenditure	542	-16,427	16,000	32,427	0	32,427	-102.7 %
Net Expenditure over Income	542	-16,427	16,000	32,427			
104 BURIAL GROUNDS							
4011 RATES	421	1,272	3,965	2,693		2,693	32.1 %
4012 WATER RATES	0	-42	200	242		242	-20.9 %
4014 ELECTRICITY	0	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	724	2,003	12,750	10,747		10,747	15.7 %
4902 W.S. SALARY RECHARGE	4,755	14,312	46,940	32,628		32,628	30.5 %
4911 C.S. O'HEAD RECHARGE	607	2,335	6,662	4,327		4,327	35.0 %
4912 W.S. O'HEAD RECHARGE	985	2,883	10,620	7,737		7,737	27.1 %
BURIAL GROUNDS :- Expenditure	7,492	22,941	83,437	60,496	0	60,496	27.5 %
1084 INC-BURIAL FEES	1,617	5,559	15,000	-9,441			37.1 %
1097 INC-MEMORIALS	88	148	3,000	-2,852			4.9 %
BURIAL GROUNDS :- Income	1,705	5,707	18,000	-12,293			31.7 %
Net Expenditure over Income	5,787	17,234	65,437	48,203			
105 CAR PARKS							
4011 RATES	2,513	7,537	23,750	16,213		16,213	31.7 %
4021 TELEPHONE & FAX	0	0	600	600		600	0.0 %
4047 MATERIALS/TOOLS	0	876	500	-376		-376	175.2 %
4056 LEGAL EXPENSES	0	0	1,000	1,000		1,000	0.0 %
4092 Card Processing Fees	25	51	0	-51		-51	0.0 %
4108 SURFACE REPAIRS	0	5,830	3,000	-2,830		-2,830	194.3 %
4126 CAR PARK LEASE	0	7,250	26,001	18,751		18,751	27.9 %
4901 C.S. SALARY RECHARGE	181	501	3,188	2,687		2,687	15.7 %
4902 W.S. SALARY RECHARGE	1,189	3,578	11,735	8,157		8,157	30.5 %
4911 C.S. O'HEAD RECHARGE	152	584	1,665	1,081		1,081	35.1 %
4912 W.S. O'HEAD RECHARGE	246	721	2,655	1,934		1,934	27.1 %
CAR PARKS :- Expenditure	4,306	26,927	74,094	47,167	0	47,167	36.3 %
1088 INC - CAR PARKING FEES	0	0	105,000	-105,000			0.0 %
CAR PARKS :- Income	0	0	105,000	-105,000			0.0 %
Net Expenditure over Income	4,306	26,927	-30,906	-57,833			

Month No : 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
106 MARKET							
4004 MARKET STAFF	419	1,245	5,150	3,905		3,905	24.2 %
4011 RATES	498	1,496	6,400	4,904		4,904	23.4 %
4012 WATER RATES	0	-42	0	42		42	0.0 %
4014 ELECTRICITY	0	0	300	300		300	0.0 %
4025 INSURANCE	0	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	0	333	333	0		0	100.1 %
4901 C.S. SALARY RECHARGE	603	1,669	10,625	8,956		8,956	15.7 %
4911 C.S. O'HEAD RECHARGE	506	1,946	5,552	3,606		3,606	35.0 %
MARKET :- Expenditure	2,027	6,647	29,710	23,063	0	23,063	22.4 %
1085 INC-TUESDAY MARKET RENTS	338	1,026	3,000	-1,974			34.2 %
1086 INC-SATURDAY MARKET RENTS	1,354	3,552	18,000	-14,448			19.7 %
MARKET :- Income	1,692	4,578	21,000	-16,422			21.8 %
Net Expenditure over Income	335	2,069	8,710	6,641			
107 TOWN CENTRE GENERAL							
4064 ANNUAL HANGING BASKETS	2,066	2,066	3,000	935		935	68.8 %
4116 WAR MEM & REM SERV	0	0	1,000	1,000		1,000	0.0 %
4117 CLOCK REPAIRS	0	0	350	350		350	0.0 %
4140 CHRISTMAS ACTIVITIES	0	0	5,000	5,000		5,000	0.0 %
4144 CCTV	0	0	18,000	18,000		18,000	0.0 %
4145 CHRISTMAS LIGHTS	0	0	18,500	18,500		18,500	0.0 %
4901 C.S. SALARY RECHARGE	181	501	3,188	2,687		2,687	15.7 %
4902 W.S. SALARY RECHARGE	1,189	3,578	11,735	8,157		8,157	30.5 %
4911 C.S. O'HEAD RECHARGE	152	584	1,665	1,081		1,081	35.1 %
4912 W.S. O'HEAD RECHARGE	246	721	2,655	1,934		1,934	27.1 %
TOWN CENTRE GENERAL :- Expenditure	3,833	7,448	65,093	57,645	0	57,645	11.4 %
Net Expenditure over Income	3,833	7,448	65,093	57,645			
108 GRANTS (INCL S137)							
4261 GRANTS UNDER OTHER	0	16,708	13,000	-3,708		-3,708	128.5 %
4264 Community Agent Grant	0	11,250	7,500	-3,750		-3,750	150.0 %
GRANTS (INCL S137) :- Expenditure	0	27,958	20,500	-7,458	0	-7,458	136.4 %
Net Expenditure over Income	0	27,958	20,500	-7,458			

Month No : 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
109 CAPITAL EXPENDITURE							
4053 LOAN INTEREST	0	0	18,233	18,233		18,233	0.0 %
4253 LEASE INTEREST REPAID	48	145	581	436		436	25.0 %
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 %
4843 CP - Street Furniture	0	2,440	0	-2,440		-2,440	0.0 %
4847 CP - Workshop	0	2,000	0	-2,000		-2,000	0.0 %
4850 CP - Car Park Equipment	33,974	33,974	0	-33,974		-33,974	0.0 %
4900 ROLLING CAPITAL FUND	0	100,000	100,000	0		0	100.0 %
4980 LOAN REPAYMENT	0	0	28,556	28,556		28,556	0.0 %
4982 LEASE CAPITAL REPAID	415	1,244	4,977	3,733		3,733	25.0 %
4992 TRANSFER FROM E/MARKED	-33,974	-39,914	0	39,914		39,914	0.0 %
CAPITAL EXPENDITURE :- Expenditure	463	118,818	152,347	33,529	0	33,529	78.0 %
Net Expenditure over Income	463	118,818	152,347	33,529			
110 PUBLIC CONVENIENCES							
4011 RATES	302	910	3,450	2,540		2,540	26.4 %
4012 WATER RATES	0	42	1,600	1,558		1,558	2.6 %
4014 ELECTRICITY	0	0	900	900		900	0.0 %
4036 PROPERTY MAINTENANCE	0	0	2,500	2,500		2,500	0.0 %
4038 MAINTENANCE CONTRACT	0	4,000	16,500	12,500		12,500	24.2 %
PUBLIC CONVENIENCES :- Expenditure	302	4,952	24,950	19,998	0	19,998	19.8 %
Net Expenditure over Income	302	4,952	24,950	19,998			
111 CORPORATE MANAGEMENT							
4057 AUDIT FEES	420	-1,600	3,735	5,335		5,335	-42.8 %
4901 C.S. SALARY RECHARGE	3,618	10,013	63,749	53,736		53,736	15.7 %
4911 C.S. O'HEAD RECHARGE	3,036	11,674	33,309	21,635		21,635	35.0 %
CORPORATE MANAGEMENT :- Expenditure	7,075	20,086	100,793	80,707	0	80,707	19.9 %
1076 PRECEPT RECEIVED	0	469,116	938,232	-469,116			50.0 %
1096 INTEREST RECEIVED	15	50	1,000	-950			5.0 %
CORPORATE MANAGEMENT :- Income	15	469,166	939,232	-470,066			50.0 %
Net Expenditure over Income	7,059	-449,079	-838,439	-389,360			
112 DEMOCRATIC REP'N & MGMT							
4024 SUBSCRIPTIONS	387	2,984	3,500	516		516	85.3 %
4026 COMPUTER	0	307	0	-307		-307	0.0 %

Month No : 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4135 ELECTION PROVISION	0	0	4,000	4,000		4,000	0.0 %
4901 C.S. SALARY RECHARGE	4,825	13,350	85,000	71,650		71,650	15.7 %
4911 C.S. O'HEAD RECHARGE	4,049	15,565	44,412	28,847		28,847	35.0 %
DEMOCRATIC REP'N & MGMT :- Expenditure	9,260	32,207	136,912	104,705	0	104,705	23.5 %
1083 INC-PITCH HIRE	0	-67	0	-67			0.0 %
DEMOCRATIC REP'N & MGMT :- Income	0	-67	0	-67			
Net Expenditure over Income	9,260	32,273	136,912	104,639			
113 CIVIC ACTIVITIES & EXPENSES							
4008 STAFF TRAINING	0	0	1,500	1,500		1,500	0.0 %
4009 STAFF TRAVEL	0	0	500	500		500	0.0 %
4112 TOWN MAYOR'S ALLOW.	0	5	1,000	995		995	0.5 %
4166 TWINNING	0	0	500	500		500	0.0 %
4179 CIVIC FUNCTIONS	0	50	1,000	950		950	5.0 %
4180 CIVIC REGALIA REPAIRS ETC	0	0	100	100		100	0.0 %
CIVIC ACTIVITIES & EXPENSES :- Expenditure	0	55	4,600	4,545	0	4,545	1.2 %
Net Expenditure over Income	0	55	4,600	4,545			
115 ORCHARD COMMUNITY CENTRE							
4001 STAFF SALARIES	1,808	5,423	40,100	34,677		34,677	13.5 %
4002 EMPLOYERS N.I	153	458	4,700	4,242		4,242	9.7 %
4003 EMPLOYERS SUPERANN.	412	1,237	9,200	7,964		7,964	13.4 %
4007 HEALTH & SAFETY	0	0	500	500		500	0.0 %
4011 RATES	0	0	5,500	5,500		5,500	0.0 %
4012 WATER RATES	0	0	600	600		600	0.0 %
4014 ELECTRICITY	0	0	10,000	10,000		10,000	0.0 %
4015 GAS	562	562	4,500	3,938		3,938	12.5 %
4016 CLEANING COSTS	0	820	4,000	3,180		3,180	20.5 %
4020 MISC. ESTABLISH.COST	0	0	400	400		400	0.0 %
4021 TELEPHONE & FAX	0	95	1,020	925		925	9.3 %
4026 COMPUTER	288	776	2,500	1,724		1,724	31.1 %
4032 PUBLICITY	0	0	500	500		500	0.0 %
4036 PROPERTY MAINTENANCE	369	369	1,000	631		631	36.9 %
4038 MAINTENANCE CONTRACT	83	178	1,500	1,322		1,322	11.9 %
4042 EQUIPT MAINT/REPAIR	0	0	200	200		200	0.0 %
4128 EQUIPMENT	0	0	200	200		200	0.0 %
ORCHARD COMMUNITY CENTRE :- Expenditure	3,674	9,918	86,420	76,503	0	76,503	11.5 %
1078 INC-MISC GRANTS	0	18,000	18,000	0			100.0 %

Month No : 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1082 INC-LETTINGS	248	6,625	8,000	-1,375			82.8 %
ORCHARD COMMUNITY CENTRE :- Income	248	24,625	26,000	-1,375			94.7 %
Net Expenditure over Income	3,427	-14,708	60,420	75,128			
212 RECREATION GROUNDS							
4011 RATES	437	1,309	4,450	3,141		3,141	29.4 %
4012 WATER RATES	12	53	11,000	10,947		10,947	0.5 %
4013 RENT	0	0	1	1		1	0.0 %
4014 ELECTRICITY	14	2	3,500	3,498		3,498	0.0 %
4016 CLEANING COSTS	0	0	400	400		400	0.0 %
4036 PROPERTY MAINTENANCE	0	0	5,000	5,000		5,000	0.0 %
4037 GROUNDS MAINTENANCE	169	169	5,000	4,831		4,831	3.4 %
4038 MAINTENANCE CONTRACT	615	1,989	5,000	3,011		3,011	39.8 %
4039 PLAY. EQUIP. MAINT.	0	2,028	6,000	3,972		3,972	33.8 %
4043 FENCING & GATES	0	0	1,000	1,000		1,000	0.0 %
4044 TREES & PLANTS	111	111	4,000	3,889		3,889	2.8 %
4067 PEST CONTROL	0	100	1,500	1,400		1,400	6.7 %
4100 FERT./SEEDS/WEEDKILL	0	1,312	2,000	688		688	65.6 %
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	0	0	5,000	5,000		5,000	0.0 %
4901 C.S. SALARY RECHARGE	1,930	5,340	34,000	28,660		28,660	15.7 %
4902 W.S. SALARY RECHARGE	16,643	50,092	164,290	114,198		114,198	30.5 %
4911 C.S. O'HEAD RECHARGE	1,619	6,226	17,765	11,539		11,539	35.0 %
4912 W.S. O'HEAD RECHARGE	3,447	10,089	37,170	27,081		27,081	27.1 %
RECREATION GROUNDS :- Expenditure	24,997	79,532	309,576	230,044	0	230,044	25.7 %
1078 INC-MISC GRANTS	0	3,022	0	3,022			0.0 %
1081 INC-RENT	0	1,676	5,240	-3,564			32.0 %
1083 INC-PITCH HIRE	127	860	5,000	-4,140			17.2 %
1091 INC-MISCELLANEOUS	0	0	330	-330			0.0 %
1092 INC-GRNDS MAINT	0	0	1,150	-1,150			0.0 %
RECREATION GROUNDS :- Income	127	5,558	11,720	-6,162			47.4 %
Net Expenditure over Income	24,870	73,975	297,856	223,881			
901 CENTRAL SERVICES							
4001 STAFF SALARIES	9,296	25,774	161,300	135,526		135,526	16.0 %
4002 EMPLOYERS N.I	819	2,248	14,400	12,152		12,152	15.6 %
4003 EMPLOYERS SUPERANN.	1,946	5,353	36,800	31,447		31,447	14.5 %

Month No : 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4007 HEALTH & SAFETY	145	145	2,500	2,355		2,355	5.8 %
4008 STAFF TRAINING	0	1,360	3,000	1,640		1,640	45.3 %
4009 STAFF TRAVEL	275	822	3,500	2,678		2,678	23.5 %
4010 MISC. STAFF COSTS	0	75	500	425		425	15.0 %
4013 RENT	2,188	5,060	25,580	20,520		20,520	19.8 %
4020 MISC. ESTABLISH.COST	100	100	250	150		150	40.0 %
4021 TELEPHONE & FAX	392	1,236	7,600	6,364		6,364	16.3 %
4022 POSTAGE	205	205	1,200	995		995	17.1 %
4023 STATIONERY	515	1,522	4,000	2,478		2,478	38.0 %
4025 INSURANCE	0	19,407	20,000	593		593	97.0 %
4026 COMPUTER	3,071	5,191	12,000	6,809		6,809	43.3 %
4027 PHOTOCOPIER	0	203	3,500	3,297		3,297	5.8 %
4031 ADVERTISING	0	0	400	400		400	0.0 %
4032 PUBLICITY	215	645	3,500	2,855		2,855	18.4 %
4051 BANK CHARGES	106	258	1,000	742		742	25.8 %
4056 LEGAL EXPENSES	0	0	1,000	1,000		1,000	0.0 %
4058 PROFESSIONAL FEES	0	0	5,000	5,000		5,000	0.0 %
4060 OFFICE EQUIPMENT	0	26	500	474		474	5.2 %
4073 PAYROLL BUREAU FEES	0	-58	2,000	2,058		2,058	-2.9 %
4074 ACCOUNTANCY FEES	2,910	2,724	14,000	11,276		11,276	19.5 %
4901 C.S. SALARY RECHARGE	-12,061	-33,375	-212,500	-179,125		-179,125	15.7 %
4911 C.S. O'HEAD RECHARGE	-10,121	-38,913	-111,030	-72,117		-72,117	35.0 %
CENTRAL SERVICES :- Expenditure	0	8	0	-8	0	-8	
1091 INC-MISCELLANEOUS	0	8	0	8			0.0 %
CENTRAL SERVICES :- Income	0	8	0	8			
Net Expenditure over Income	0	0	0	0			
902 WORKS SERVICES							
4001 STAFF SALARIES	18,672	56,202	176,750	120,548		120,548	31.8 %
4002 EMPLOYERS N.I	1,705	4,959	17,650	12,691		12,691	28.1 %
4003 EMPLOYERS SUPERANN.	3,398	10,399	40,300	29,901		29,901	25.8 %
4007 HEALTH & SAFETY	0	276	500	224		224	55.2 %
4008 STAFF TRAINING	0	0	2,500	2,500		2,500	0.0 %
4009 STAFF TRAVEL	27	88	500	412		412	17.7 %
4010 MISC. STAFF COSTS	0	0	300	300		300	0.0 %
4014 ELECTRICITY	0	0	50	50		50	0.0 %
4021 TELEPHONE & FAX	0	396	50	-346		-346	792.4 %
4030 RECRUIT. ADVERTISING	402	1,006	0	-1,006		-1,006	0.0 %
4041 EQUIPMENT HIRE	0	0	400	400		400	0.0 %

Month No : 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4042 EQUIPT MAINT/REPAIR	30	756	4,000	3,244		3,244	18.9 %
4046 VEHICLE LEASING	881	2,734	10,500	7,766		7,766	26.0 %
4047 MATERIALS/TOOLS	1,696	2,558	5,000	2,442		2,442	51.2 %
4048 VEHICLE MAINT/REPAIR	704	1,944	7,500	5,556		5,556	25.9 %
4049 VEHICLE FUEL	0	1,454	6,500	5,046		5,046	22.4 %
4050 VEHICLE TAX	20	270	0	-270		-270	0.0 %
4103 PROTECTIVE CLOTHING	66	1,000	2,500	1,500		1,500	40.0 %
4119 SKIP HIRE	1,038	1,771	6,000	4,229		4,229	29.5 %
4128 EQUIPMENT	0	0	500	500		500	0.0 %
4134 SECURITY/CCTV	60	161	3,300	3,139		3,139	4.9 %
4136 RENEWALS/REPLACEMENT	0	0	3,000	3,000		3,000	0.0 %
4902 W.S. SALARY RECHARGE	-23,776	-71,560	-234,700	-163,140		-163,140	30.5 %
4912 W.S. O'HEAD RECHARGE	-4,925	-14,414	-53,100	-38,686		-38,686	27.1 %
WORKS SERVICES :- Expenditure	0	0	0	0	0	0	
Net Expenditure over Income	0	0	0	0			

List of Payments made between 01/06/2018 and 30/06/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/06/2018	George Browns Ltd	200365	247.08		1217/LK66 HFY Repairs
05/06/2018	Bemrose Booth Paragon Ltd	200366	805.38		1214/Parking Tickets
05/06/2018	Colin Ross Workwear & Safety	200367	331.03		1218/Signage and Hats
05/06/2018	Harrier Office Supplies Ltd	200368	29.50		1220/Self Inking Stamps
05/06/2018	Henlow Building Supplies	200369	150.12		1221/maintenance materials
05/06/2018	CENTRAL BEDFORDSHIRE	200370	116.25		1223/Rent 24.06.18-28.09.18
05/06/2018	Node IT Solutions Ltd	200371	3,889.77		1233/Telephony & Broadband Jun
05/06/2018	Auditing Solutions Ltd	200372	504.00		1232/Internal Audit 2017/18
05/06/2018	R & C Hyett	200373	2,320.00		1225/Office Cleaning May
05/06/2018	Hire or Buy Group Ltd	200374	104.88		1228/Strimmer Line
05/06/2018	Turfcare Leisure Services Ltd	200375	816.47		1231/Recommission Bowls system
05/06/2018	Central Beds Coucil	000101	100.00		Central Beds Premises Lic
05/06/2018	SLCC	000102	387.00		SLCC Subs 2018-19 RM
08/06/2018	Post Office	000103	205.04		Post Office - Postage Stamps
08/06/2018	Sue Ryder Hospice	000104	571.47		Sue Ryder - Mayors Charity
12/06/2018	Childcare Vouchers Limited	DDR	10.60		1176/Childcare Voucher
18/06/2018	Bank Charges	82.99	82.99		Bank Charges
20/06/2018	Lloyds Salary A/C	TFR	100.00		
20/06/2018	June Salaries	BACS	23,384.88		June Salaries
20/06/2018	CoolerAid Ltd	200376	26.82		1247/Water for Cooler
20/06/2018	George Browns Ltd	200377	138.17		1251/Repair Parts
20/06/2018	Colin Ross Workwear & Safety	200378	79.18		1246/White Overalls
20/06/2018	Chubb Fire Ltd	200379	122.70		1244/Alarm Service
20/06/2018	C Keeble	200380	1,765.50		1245/Hanging Baskets & Towers
20/06/2018	Deeping Direct Deliveries Ltd	200381	72.00		1249/Container Hire
20/06/2018	Groundcare Machinery Services	200382	35.88		1252/Mower Repairs
20/06/2018	Harrier Office Supplies Ltd	200383	389.84		1253/Stationery Supplies
20/06/2018	HM Revenue & Customs	200384	8,131.77		1240/june HMRC PAYE/NI
20/06/2018	Mick George Recycling Ltd	200385	59.40		1256/Refuse Disposal May
20/06/2018	Allan Peacock (Street Lighting	200386	360.00		1257/Tower Wagon for Baskets
20/06/2018	Bedfordshire Pension Fund	200387	7,391.88		1239/June Pension payment
20/06/2018	DCK Accounting Solutions Ltd	200388	2,461.86		1248/Year End Additional Time
20/06/2018	Unison	200389	11.50		1241/Union Fees June
20/06/2018	Viking Direct Ltd	200390	43.69		1258/Handwash
21/06/2018	AIB Merchant Services	DD02	26.40		1262/Car Processing Fee May
25/06/2018	EE - DD	DD09	238.15		Purchase Ledger Payment
26/06/2018	Childcare Vouchers Limited	DD03	10.60		1266/Child Voucher
29/06/2018	Lex Autolease Ltd	DD04	389.02		1184/Isuzu Service Rental
Total Payments			55,910.82		

Printed on : 11/07/2018

BIGGLESWADE TOWN COUNCIL

Item 10.iv Current Bank Acc - Natwest

At : 14:53

Natwest Current A/C**Page No 1****List of Payments made between 01/06/2018 and 30/06/2018**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2018	Shire Leasing	Std Ord	383.32		Avaya Telephone System Lease
01/06/2018	Lex Autolease Ltd	DD01	656.50		1183/Isuzu Service Rental
05/06/2018	Central Beds Council	Std Ord	5,315.00		Rates Bills 2018-19
11/06/2018	BNP Paribas	DD02	132.00		1163/RTV900 Cover Jun18-19
15/06/2018	BT Payment Services Ltd	DD03	30.00		1098/BT Bills to 14.04.18
18/06/2018	Fuel Genie DDR	DD04	1,056.86		1219/Fuel Cards
21/06/2018	EE - DD	DD05	57.40		1250/Mobile Bill to 13.06.18
21/06/2018	Southern Electric	DD06	658.76		1286/Elec Bill for May
25/06/2018	Bank Charge	CHRG	2.00		Bank Charge
26/06/2018	Manitou Finance	Std Ord	555.76		Manitou Finance - Kubota Lease
29/06/2018	Lex Autolease Ltd	DD07	24.00		1276/Road Fund Licence ReChrg
29/06/2018	Bank Charge	CHRG	14.14		Bank Charge
Total Payments			8,885.74		

BIGGLESWADE TOWN COUNCIL

Report to Town Council on 24 July 2018: Delegated Authority

Implications of Recommendations

Corporate Strategy: Priority 2: Building the success of a sustainable Biggleswade.

Finance: Existing staff resource.

Equality: Positive about community leadership.

Background

Following a meeting with Tom Price Neighbourhood Planning Officer CBC, the Town Council approved recommendations as laid out in a report to Council 26th June 2018;

To apply to CBC to designate a neighbourhood area.

To approve a budget of £20,000.

To apply for grant funding at the appropriate time.

To appoint a consultant at the appropriate time.

Introduction

The Town Council steering group have held two meetings with a view to getting the neighbourhood plan underway.

If the steering group are to make the best of the time available it would be beneficial to the group, if the Town Council were to give delegated authority to the steering group to produce a draft neighborhood plan.

The delegation would allow the steering group to work within the agreed budget and grant monies, the group would report to the Town Council when it felt council's approval was required or at key stages of the plan.

Town Council would approve the definitive version of the neighborhood plan.

Recommendation

1. To Grant the neighbourhood plan steering group delegated authority to produce a draft neighbourhood plan, within the budgets and grant monies available. To report to Town Council at key stages only or if additional budget is required.

Rob McGregor
Town Clerk PSLCC

Dear Clerk

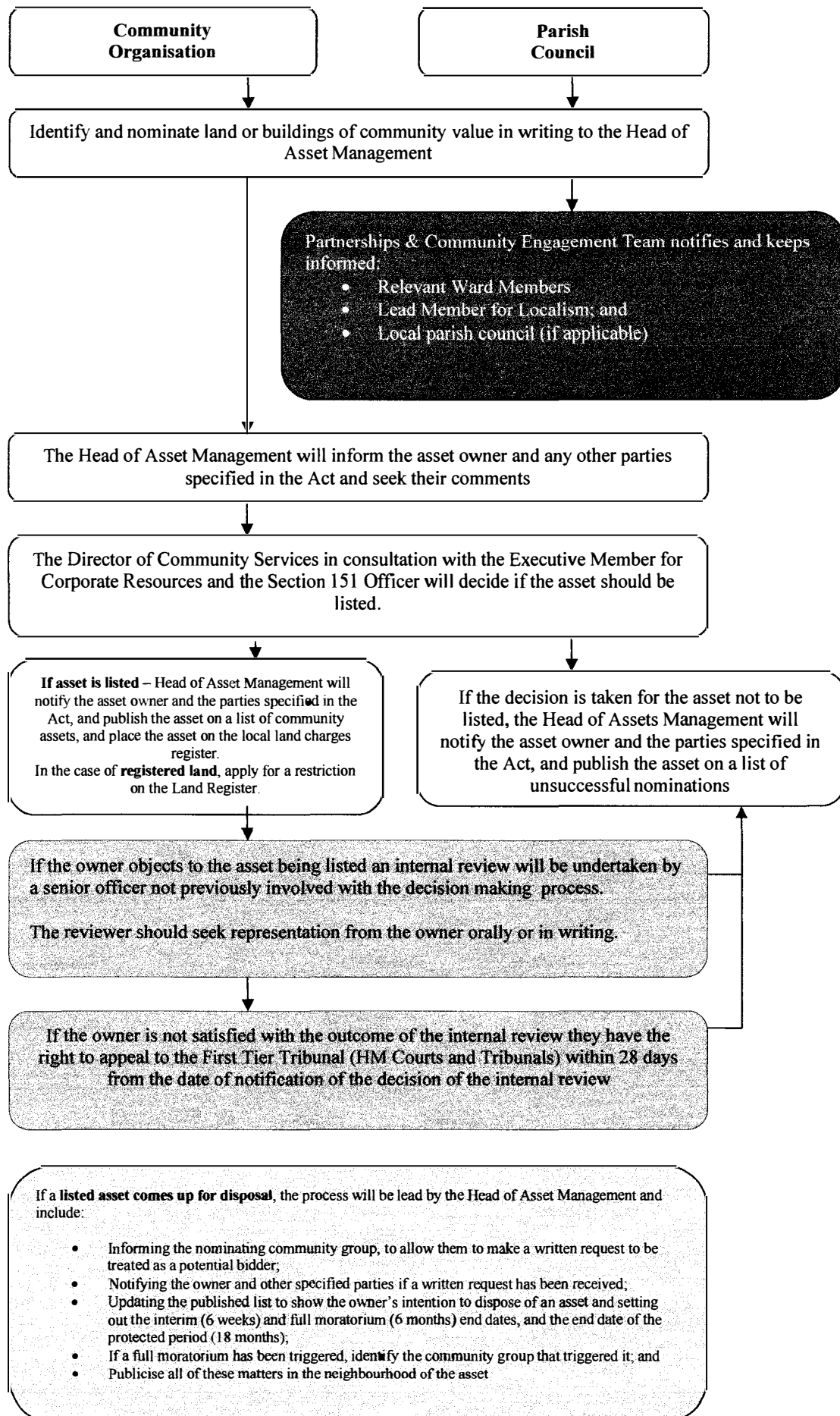
Please see the attached nomination from the current manager of the Red Lion Public House in Biggleswade to be listed as an "asset of community value" under the Community Right to Bid, which is part of the Localism Act. We are notifying you as the public house serves your community.

CBC has 8 weeks (i.e. until 10 September 2018) to make a judgement about whether the asset meets the definition for listing and respond in writing to the community group. A building is deemed to be of community value if in the opinion of CBC it is currently used to further the social wellbeing or social interests of the local community; and it is realistic to think it will continue to do so in the future (whether or not in the same way). The full definition for listing is contained in Section 88 of the Act, which can be accessed via the following link: <http://www.legislation.gov.uk/ukpga/2011/20/section/88/enacted>.

Please be advised that the Council are aware that the owners of the Public House have already placed it on the market for sale and therefore we have sought guidance from Locality, the organisation that support the Government Community Rights who have confirmed that the Public House can be nominated during the selling process but it will not be protected as an asset of community value until the Council has approved the nomination (which typically takes 2 months or more). The owner is able to complete a sale during this period. Further information is available on this link:- <https://mycommunity.org.uk/take-action/land-and-building-assets/assets-of-community-value-right-to-bid/>

Therefore, if you have any comments please let us know by 27 August 2018 and we will feed them into the decision-making process.

Process for Community Right to Bid for Assets of Community Value



Nomination form for Assets of Community Value

SECTION 1 – ABOUT YOU

Name of Lead Nominator	JUKE TYLER
Address	18 WINDERMERE DRIVE BIGGLESWADE
Postcode	SG18 8ED
Telephone number	07796 818444
Email address	redjuke@outlook.com
Your relationship to the nominating organisation	PRESENT MANAGER OF NOMINATED PUB.

SECTION 2 – ABOUT THE ORGANISATION MAKING THE NOMINATION

Please tick any that apply)

Unincorporated body (see next section)	<input checked="" type="checkbox"/>
Neighbourhood forum	<input type="checkbox"/>
Parish Council	<input type="checkbox"/>
Charity	<input type="checkbox"/>
Community Interest Company	<input type="checkbox"/>
Company limited by guarantee	<input type="checkbox"/>
Industrial and provident society	<input type="checkbox"/>

Number of members registered to vote locally (unincorporated bodies only)
 In the case of an unincorporated body, at least 21 of its members must be registered to vote locally. *Please use CAMRA's Unincorporated Body Nomination Form to demonstrate support from local people.*

We are enclosing evidence that at least 21 locally registered voters support the registration of this pub as an asset of community value *(please tick box)*



SECTION 3 – MORE ABOUT YOUR ORGANISATION AND DEMONSTRATION OF LOCAL CONNECTION

<p>Please explain a bit more about the organisation (such as how and why it was formed – perhaps that was purely to list this pub which is fine).</p> <p>Please also demonstrate that your organisation has a local connection (i.e. that everybody concerned lives locally)</p>	<p>The organisation was formed by myself after the brewery put the Red Lion up for sale. We, as a group, strongly feel the Red Lion deserves to be kept as a pub, a now much loved and respected part of the community. The attached signatures are all people who live locally and support this cause 100%. Also some signatures of people who travel into town to visit the pub.</p>
<p>If the Group is constituted, its surplus must be wholly or partly applied for the benefit of the Borough's area or a neighbouring authority's area. Please provide evidence of this if you can.</p>	<p>N/A</p>
<p>If the Group is constituted, please provide evidence here.</p>	<p>N/A</p>

SECTION 4: ABOUT THE ASSET YOU WANT TO LIST

Name of asset	THE RED LION
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Address and postcode of the asset	1 LONDON ROAD BICKLESWADE SG18 2ED.
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Description of what exactly should be listed (try to be specific about the boundaries of the land you're nominating, the approximate size and position of any buildings on the land and remember to include anything in addition to the building itself which you believe should be listed such as the car park, beer garden or any integral residential quarters such as accommodation above the pub)	We ask the site as a whole be listed. A copy of the lease plan, and the Sellers details are also enclosed. The car park is an asset to the site as this provides valuable space not only for customers parking, but also space for operational facilities needed during charity events. Residential quarters provide living accommodation and mobile security for staff members.
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Land registry title number	NOT KNOWN (BRITISH HERITAGE LISTING N° 1312226)
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Link to any photos or building plans of the property (if you're attaching these to the application please confirm that here)	Boundary and Placement Plan included.
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Any information you have about the freeholders, leaseholders and current occupants of the site (if known)	FREEHOLDERS: GREENE KING PUBS LTD. MANAGER: MISS J.A. TYLER DPS: MARC HOPKINS.
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Reasons for nomination: why do you believe the asset is of community value (including all relevant information from CAMRA's "Why Councils should list pubs as assets of community value" document, in particular:

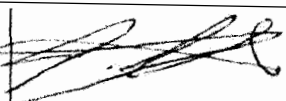
- Evidence that the pub can remain viable
- Evidence of interest in keeping the pub open
- Evidence that the asset furthers the social wellbeing or social interests of the local community, or has done so in the recent past)

I, as the manager, along-side my partner, have worked tirelessly to turn the pub back into the viable, welcoming pub it once was before bad, lazy and disrespectful management allowed it to decline. No longer is it a place people fear to visit, nor is it plagued with drugs or violence any more. We, the supporting group, also feel Briggleswick does benefit from the pub as it has stood proudly on its site since 1700 (area) and represents a very prominent part of the town's history. The pub's income has increased significantly with the influence and passion Chris & I have put into the pub. It is also proving popular with people from out of town, who now come into Briggleswick just to see the live music we offer on a weekly basis. Signatures provided prove the Red Lion has the total support of not only our townsfolk, but also those residents of other towns. We provide a safe, clean, welcoming environment for people of all ages and all walks of life.

<p>Reasons for nomination continued</p>	<p>The Real Lion, Biggleswade has its own page on Facebook, and the reviews given since October 2017 show the massive improvement that has taken place since good honest management has taken over. We ask that The Real Lion is considered for a listing as an Asset of Community Value, as we feel that losing the pub to be changed to a restaurant when there are already so many here, would lose Biggleswade the chance to have a pub with the ability to provide local bands and young musicians alike. It's also a great venue for all kinds of charity events. Please save The Real Lion.</p>
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SECTION 5: CONFIRMATION

I confirm that all information provided is accurate and complete.

<p>Name (please print clearly):</p>	
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<p>Signature:</p>	<p>J.A. TYLER</p>
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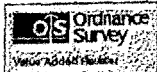
<p>Date:</p>	<p>11 JULY 2018</p>
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Remember to include any attachments such as building plans, photos and evidence that you are supported by 21 local people.

LEASE PLAN



© Crown copyright 1999 All rights reserved. Based on Ordnance Survey digital data Survey Scale - 1:2500 Plotted Scale - 1:1250
 (Scales other than at Survey Scales should not be used for accurate measurement). Business occupancy data ©1999 Thomson Directories Ltd.



SG18 8ED
FEBRUARY 2018
PS/RJ - 4072

OUTCOME OF CBC DETERMINED PLANNING

ADDRESS	APPLICATION NO.	COMMITTEE DATE	BTC DECISION	DESCRIPTION	CBC OUTCOME/ DATE	"CALLED IN"
2017						
Maple Close, 18	17/05884/FULL	23/01/2018	Objection - as change from residential to commercial use and impact of increased parking problems in a cul de sac.	Change of use from Garage to Beauty Room.	Awaiting Decision	
2018						
Avon Rise,9	18/01731/FULL	12/06/2018	No Objection	Single Storey Rear Extension.	Granted 20/06/2018	
Avon Rise,11	18/01728/FULL	12/06/2018	No Objection	Single Storey Rear Extension.	Granted 13/06/2018	
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.	Consultation Period	
Bonds Lane & Foundry Lane, Land at	18/02353/FULL	10/07/2018	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.	Demolition of existing vacant and derelict buildings and erection of 50 residential apartments with associated vehicular access, car and cycle parking,	Consultation Period	

ADDRESS	APPLICATION NO.	COMMITTEE DATE	BTC DECISION	DESCRIPTION	CBC OUTCOME/ DATE	"CALLED IN"
Cedar Avenue, 5	18/01875/FULL	12/06/2018	No Objection	Proposed ground floor wc.	Granted 29/06/2018	
Chaucer Drive, 3	18/00642/FULL	13/03/2018	No Objection	Proposed two storey rear extension.	Granted 05/04/2018	
Chaucer Drive, 14	18/01613/FULL	22/05/2018	No Objection	First floor side extension.	Granted 12/06/2018	
Church Street, The Old Maltings	18/02184/FULL	10/07/2018	No Objection	Proposed extension to B1 Office	Consultation Period	
Courtlands Drive, 17	18/01085/FULL	24/04/2018	No Objection	Single Storey Front Extension.		
Devon Drive, 22	18/00905/FULL	27/03/2018	Objection - due to height of boundary wall and fence next to the highway.	Retrospective: Extend the height of boundary fencing at the rear of the property from 1.8m to 2.7m with the addition of 90cm trellis fencing onto existing fence. (boundary has garages to other side). To extend the height of walled boundary from 1.8m to 2.7m by adding a 90cm trellis fence onto existing wall (roadside boundary of corner plot).	Granted 15/06/2018	
Drove Road, Bowls Club, Recreation Ground	18/01810/FULL	26/06/2018	No Objection	Proposed new grounds maintenance workshop, storage facilities and general alterations to existing site.	Awaiting Decision	
Edward Road, 5	18/02222/FULL	10/07/2018	No Objection	Two storey side extension Single storey front extension Dormer to rear elevation 2 m High boundary fencing.	Consultation Period	
High Street, 11-13	18/00331/FULL	13/02/2018	Objection - on the grounds of inadequate parking.	Change of Use of rear part of existing building into 2No flats following partial demolition of single storey rear extension and construction of new three storey building to create 3 No flats.	Granted 11/06/2018	
High Street, 59	18/01445/ADV	26/06/2018	No Objection	Advertisement: Projecting sign above café door.	Awaiting Decision	
High Street, 64	18/01954/FULL	12/06/2018	Objection - change of use of A2 offices will increase pressure on parking and that this should be considered in the context of the proposed Traffic Management scheme for Back Street.	Remove the flat roof of the existing garage block and install a mansard type roof to accommodate a professional services office (A2) at first floor level. Amend the vehicular access point for the garage and install a new personnel door and staircase to the new first floor.	Granted 09/07/2018	
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 play area.	Awaiting Decision	
Hitchmead Road, Ivel Valley School Secondary Site	18/02028/REG3	12/06/2018	No Objection	REG3: Installation of a two-classroom 159.12m2 modular unit on site for a temporary period of 5 years.	Granted 09/07/2018	
Holme Court Avenue, 73	18/01772/FULL	12/06/2018	No Objection	Proposed rear extension and garage conversion.	Granted 04/07/2018	

ADDRESS	APPLICATION NO.	COMMITTEE DATE	BTC DECISION	DESCRIPTION	CBC OUTCOME/ DATE	"CALLED IN"
Laburnham Road, 27	18/02110/FULL	10/07/2018	No Objection	Single storey rear extension and removal of outbuilding.		
Langford Road, Land West of Langford Road, Holmemills	18/00791/FULL	13/03/2018	No Objection	Erection of new 4 bed dwelling.	Awaiting Decision	
Lawrence Road, 48-52, Land to the rear of	18/01452/FULL	22/05/2018	Objection - due to inadequate access to the proposed development which will lead to safety issues.	Construction of new residential chalet bungalow, parking and turning area, access improvements, and layout of garden with new landscaping.	Awaiting Decision	
London Road, Land adjacent to A1 Retail Park, 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.		
London Road, 78	18/01430/FULL	22/05/2018	No Objection	Erection of part single storey, part two storey rear extension and other minor facilitating works.	Granted 19/06/2018	
Market Square, 15	18/01667/FULL	12/06/2018	No Objection - Members asked that concerns be noted regarding encroachment of tables on the pavement.	Installation of new recessed shopfront.	Granted 09/07/2018	
Normandy Lane, Unit F1	18/02400/ADV	10/07/2018	No Objection	Advertisement - Installation of 6 No. Fascia Signs.	Consultation Period	
Oak Crescent, 46	18/01863/FULL	12/06/2018	No Objection	Installation of new recessed shopfront.	Granted 28/06/2018	
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.	Consultation Period	
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.	Consultation Period	
Presland Drive, 18	18/01530/FULL	02/05/2018	No Objection	Single storey rear extension.	Granted 05/06/2018	

ADDRESS	APPLICATION NO.	COMMITTEE DATE	BTC DECISION	DESCRIPTION	CBC OUTCOME/ DATE	"CALLED IN"
Rowan Crescent, 35	18/01039/VOC	24/04/2018	No Objection	Variation OF Condition No.3 on Application CB/17/00359/FULL dated 23/03/2018. Proposed timber close boarded fence with concrete posts and gravel boards changed to brickwork boundary wall using lbstock Manorial red brick to match proposed bungalow.	Granted 07/06/2018	
Stratton Way, 84	18/02135/FULL	26/06/2018	No Objection	Construction of a two storey, semi-detached 3-bedroom house	Awaiting Decision	
Sutton Avenue, 7	18/01655/FULL	22/05/2018	No Objection	1st Floor infill extension over existing garage. Alterations to garage to facilitate the conversion.	Granted 12/06/2018	
Wilsheres Road, 75	18/01874/FULL	12/06/2018	Objection - not in keeping with other properties in the vicinity and that impact on privacy and light will be to the detriment of adjacent residents.	Proposed two storey side and single storey rear extensions plus internal works.	Awaiting Decision	
Windermere Drive, 7	18/01263/FULL	22/05/2018	No Objection	Single story rear extension and first floor/side rear extension.	Awaiting Decision	
Woodall Close, 3	18/02031/FULL	26/06/2018	No Objection	Erection of a single story extension to the rear.	Consultation Period	