



FLITWICK TOWN COUNCIL

Ref: Agenda/Council- 18/04/2023- 445

13TH April 2023

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the **Council Meeting of Flitwick Town Council** that will take place on **Tuesday 18th April 2023 at The Rufus Centre**, commencing at **7.45 p.m.** in order to transact the under mentioned items of business. Yours faithfully

Stacie Lockey

Stacie Lockey
Acting Town Clerk

Distribution: All Town Councillors
Notice Boards
Central Bedfordshire Council

Chairman to read out the following statement:

I would like to inform everyone present that this meeting is being filmed and that by joining this meeting you are consenting to being filmed. Can I also remind Councillors and members of the public not to disclose any personal information regarding an individual as this might infringe the rights of this individual and breach data protection rules. Can I also remind you when not speaking to mute your microphone.

1. **APOLOGIES FOR ABSENCE**

To receive 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**

To receive announcements from the Town Mayor.

4. **REPORTS FROM WARD MEMBERS**

To receive reports from Central Bedfordshire Council ward members.

5. **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.

Click the link below to join this Teams meeting:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MzE4N2RmNmEtNTgzNy00MmEzLTJhMDQtMTFhZDZhZDRjOGZk%40thread.v2/0?context=%7b%22Tid%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22Oid%22%3a%22ad122307-57f6-4b25-8d34-de0960945522%22%7d

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**.

6. **INVITED SPEAKER**

No invited speaker.

7. **MEMBERS QUESTIONS**

To receive questions from members.

8. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 21st March 2023**, this meeting was held at the Rufus Centre.
- b. For Members to receive and consider **resolutions and recommendations** of the Corporate Services Committee Meeting, held on **Tuesday 28th March 2023**, this meeting is held at The Rufus Centre.
- c. For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 4th April 2023**, this meeting is held at The Rufus Centre.

9. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on Tuesday 21st March 2023.
- b. Members to receive any updates from Officers.

10. **OUTSIDE BODIES**

To receive reports from representatives on outside bodies.

11. **ITEMS FOR CONSIDERATION**

No items for consideration.

12. **ITEMS FOR INFORMATION**

a. **Planning – Responses to CBC including Officer Delegated Decisions**

Members are asked to note the Planning Responses including Delegated Decisions.

b. **Planning – CBC Decisions**

Members are asked to note the CBC Decisions on Planning Applications.

c. **Delegated Authority Decision**

Members are asked to note the following decisions made under Delegated Authority:

1. To instruct a solicitor to prepare a Youth Provision contract at a cost of £1,500. To be funded via budget code 311/4049 (Youth Activities).

2. To appoint Stimpson & Eves Chartered Surveyors to prepare a schedule of dilapidations giving consideration to the age and size of the building (3 station Square) at a cost of £3,000 plus VAT, whereby the Town Council will be initially required to pay the fee and the tenant being obliged to meet the landlord's surveyor's fees.

There will be a subsequent fee for the negotiation of a suitable settlement which will be based on 5% of the cost of the works plus VAT. (I will advise this cost at a later date).

d. **Rolling Capital Fund (RCF)**

Members are asked to note the RCF summary circulated.

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.

a. **Town Clerk & Deputy Town Clerk Roles**

b. **Avebury Update**

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.



FLITWICK TOWN COUNCIL

Draft - Minutes of Flitwick Town Council Meeting held on 21st March 2023 at 7:45pm at the Rufus Centre

Present:

Cllr A Snape (Chairman)
Cllr R Shaw
Cllr P Earles
Cllr A Lutley
Cllr D Toinko
Cllr H Hodges
Cllr C Thompson
Cllr K Badham
Cllr J Gleave
Cllr I Blazeby
Cllr A Chacko

Also present:

Cllr Bunyan - Ward Councillor
Stacie Lockey - Acting Town Clerk
Susan Eldred - Community Services Manager
Glyn Chambers - EQ Harmony
Public - 2

5366. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr B M Shaw – holiday, Cllr Daly - unwell, Cllr M Platt – holiday, Cllr J Dann – family commitment, Cllr J Roberts – work.

5367. DECLARATIONS OF INTEREST

To receive Statutory Declarations of Interest from Members in relation to:

- (a) No members declared Disclosable Pecuniary interests in any agenda items.
- (b) No members declared Non-Pecuniary interests in any agenda items.

5368. TOWN MAYORS ANNOUNCEMENTS

The Town Mayor had attended the following Civic events in the past month;

- Flitwick Quiz Night – special thanks to Cllr Thompson and Cllr Lutley for their help
- Leighton-Linslade Civic Service
- Dunstable Civic Service
- Amptill & Flitwick Student COP2 Event
- Sandy Civic Service

The Chairman reminded Members that the pre-election period began on 13th March which meant the Council would be considerate in what material was being published.

The Chairman thanked Members who attended the opening evenings for prospective new Councillors.

5369. REPORTS FROM WARD MEMBERS

Cllr Bunyan informed Members that the Steppingley Road retirement village was progressing at pace. A date had not been set for the opening of the Station Interchange however, buses had tested the road layout and were able to get in and out.

Cllr Bunyan had carried out a walkabout around the east side of Flitwick and located new sites for dog and rubbish bins. The Acting Town Clerk agreed to send Cllr Bunyan a list of FTC-owned bins in the East ward.

Cllr Thompson asked if overflowing drains should be reported to CBC, Cllr Bunyan advised that it would need to be reported via fix my street.

Cllr Toinko asked what CBC to do offset trees that are cut down and commented that a large amount of trees had been cut down along the footpath between Eagle Drive and Manor Way via the Mount. Cllr Bunyan advised that additional trees are planted to offset those cut down and agreed to investigate the area in question.

5370. PUBLIC OPEN SESSION

There were no items.

5371. INVITED SPEAKER

No invited speaker.

5372. MEMBERS QUESTIONS

There were no questions.

5373. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 7th February 2023**, this meeting was held at The Rufus Centre.

Members noted the resolutions and recommendations of the Community Services Committee held on **Tuesday 7th February 2023**.

- b. Members moved to exempt the approval of the Town Council Meeting minutes for the meeting that took place on **Tuesday 21st February 2023**.

- c. Members to receive and consider the **resolutions and recommendations** of the Corporate Services Committee Meeting, held on **Tuesday 28th February 2023**, this meeting was held at the Rufus Centre.

Members noted the resolutions and recommendations of the Corporate Services Committee held on **Tuesday 28th February 2023**.

- d. Members moved to exempt the approval of the Personnel Committee Meeting resolution and recommendations for the meeting that took place on **Friday 3rd March 2023**.

- e. Members to receive and consider the **resolutions and recommendations** of the Business Improvement & Development Board Meeting, held on **Tuesday 14th March 2023**, this meeting was held at the Rufus Centre.

Members noted the resolutions and recommendations of the Business & Development Improvement Board held on **Tuesday 14th March 2023**.

5374. MATTERS ARISING

- a. Minutes of the Town Council Meeting held on Tuesday 21st February 2023 - no matters arising.
- b. Members to receive any updates from Officers.

The Acting Town Clerk advised Members that the Rural Match Funding scheme that Members resolved to take part in last year had now been progressed. Utility checks were currently being carried out by CBC for installation of two new benches in the Town. These would be located on the green at Station Road and the grassed area between Townfield Road and Lyall Close.

5375. OUTSIDE BODIES

To receive reports from representatives on outside bodies – there were no reports.

5376. ITEMS FOR CONSIDERATION

a. Environmental Audit

Members discussed the environmental audit and Glyn Chambers (EQ Harmony) answered queries in relation to some of the content.

Members asked what the next steps would be in terms of progressing the objectives. The Acting Town Clerk advised that should Members resolve to be go ahead with the Environmental Improvement Working Group a suitable way forward would include tasking the group with some of the objectives.

A comment was made in relation to transport on page 12 of the document and a recommendation was made to change the paragraph to read as follows;
The Council should use planning consultation opportunities to prioritise walking, cycling and other sustainable modes of transport over private cars.

It was **RESOLVED** to adopt the Environmental Audit with one amendment as follows;
Page 12 to be changed to; The Council should use planning consultation opportunities to prioritise walking, cycling and other sustainable modes of transport over private cars.

b. Environmental Working Group

Members were in favour of setting up a working group. Members agreed that it would require somebody to take the lead and drive the group forward including co-ordination of meetings etc.

It was **RESOLVED** to:

1. Agree to form an Environmental Improvement Working Group as part of the post 2023 Council Election Process based on the terms of reference included within the supporting paperwork.
2. Ensure that a maximum of 8 Councillors are elected as part of the annual Committee and Working Group election process.
3. Promote the formation and tole of the group to residents, in order to encourage people to come forward and be part of the group.

4. Ensure those residents wishing to put themselves forward for permanent membership of the group are formally confirmed as Working Group Members and are replaced as churn requires.

c. Town Mayors Charity

The Chairman advised Members that 20% of money raised at Town Mayors events had been lost to VAT when hosting events at the Rufus Centre, the Council were also unable to 'Crowdfund' due to not being a registered charity.

Members advised that setting up a charity would not be a quick process and could take up to 7 months.

Members queried whether there were enough staff resources to be able to progress this. The Chairman advised that the trustees would be responsible for the administration which included the Mayor and Deputy Mayor. Members raised concern around adding the additional responsibility to these roles and felt that consideration needed to be given to ensure it does not put prospective Members off standing for these roles.

Members agreed that a feasibility study into setting up a charity should be carried out, and Cllr Thompson offered to assist in the process.

It was **RESOLVED** to allocate Officer time to investigate the feasibility of registering the Flitwick Town Mayor's Charity Fund as a registered charity and bring this back to a future meeting.

d. Key Priorities

Members noted in the report that the Council would be coming out of the Environmental Stewardship Scheme and asked for clarity from Officers. The Acting Town Clerk advised that the current scheme ended in November 2023 and upon various discussions with stakeholders, the decision to leave the scheme was made to ensure that the highlighted projects from the newly created parkland management plan could be delivered effectively. The grant funding received each year was a very modest £2,000. The current scheme had restrictions around the use of the park, which would potentially impact the delivery of certain projects such as the lake.

Members agreed that the Banking Hub bid needed to be removed and replaced with 3 Station Road.

Members raised concerns with the priority column and felt that it was not an accurate reflection of the council's priorities.

The Acting Town Clerk advised that the following projects could be completed within the next quarter:

- Community Fridge – continued ongoing work to expand where possible.
- Flitwick – A Living History Website – hold resident engagement meetings
- CCTV
- Skate Park Lights
- Flitwick Town Square Furniture
- FTC/Rufus/Rendezvous Branding

Members were also advised that this would not mean no action would be taken on other projects, such as the Nature Park, and that background work would still proceed.

f. Christmas Lights Tender

Members raised concern within the report where it stated that prices might vary dependant on decoration selection. The Community Services Manager advised that since issuing the

report, this had been confirmed with all three contractors and confirmed that there would be no increase in the cost as designs had been submitted.

Members commented that the procurement policy included using local contractors and had an element of environmental impact. The Community Services Manager advised that all contractors use LED energy-efficient bulbs but would have to clarify information on the use of local contractors.

Members agreed to move this time to EXEMPT.

5377. ITEMS FOR INFORMATION

a. Planning – Responses to CBC including Officer Delegated Decisions

Members noted the Planning Responses including Delegated Decisions.

b. Planning – CBC Decisions

Members noted the CBC Decisions on Planning Applications.

c. Rolling Capital Fund (RCF)

Members noted the RCF summary.

d. Year End Finances

Members noted the key dates for the year-end preparation. Members asked if the Council would be able to see the final accounts at the May Corporate Services Meeting to be able to scrutinise them before adoption at the June Council meeting.

5378. PUBLIC OPEN SESSION

There were no items.

5379. 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. Minutes & Recommendations of meeting

It was **RESOLVED** to accept the minutes from the Town Council meeting held on **Tuesday 21st March 2023**.

Members received and **approved** the resolutions and recommendations of the Personnel Committee held on **Friday 3rd March 2023**.

b. Delegated Authority Decisions

Members noted the delegated authority decisions.

c. Avebury Update Report – Land off Steppingley Road

Members noted the report.

d. Attendance Register

Members noted the attendance register.

e. 3 Station Road Update

Members received a verbal update on 3 Station Road.

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.

Meeting ended at 21.40

**Recommendations and resolutions of the Corporate Services Committee
28th March 2023**

The Town Council are asked to **note** the **Resolutions** of the Corporate Services Committee

828 Apologies for Absence

It was **RESOLVED** to accept apologies from Cllr Daly – work commitment.

834a. Minutes

It was **RESOLVED** to adopt the Minutes of the Corporate Services Committee meeting held on 28th February with minor amendments.

**Recommendations and resolutions of the
Community Services Committee 4th April 2023**

The Town Council are asked to note the **RESOLUTIONS** and **approve** the **RECOMMENDATIONS** of the Community Services Committee 4th April 2023

1083. MINUTES

a. It was **RESOLVED** to accept to receive and adopt the minutes of the Community Services meeting held on 7th February 2023 with the three errors in section 1073 corrected.

1085. ITEMS FOR CONSIDERATION

a. **Proud AF Movie Night**

It was **RESOLVED** to accept the Officers recommendation as follows-

1. *Members to agree the use of Officer time to organise and host a Proud AF Movie night at The Rufus Centre in June 2023.*

b. **Job Club**

It was **RESOLVED** to accept the Officers recommendation as follows-

1. Members are asked to agree the establishment of a Job Club at The Hub to support residents as outlined within the report.
2. Members are asked to allow eight hours per month of Officer time to run the Job Club as part of the Cost-of-Living initiative, this would include the delivery of Job Club and organisation and preparation time.
3. To approve the expenditure of up to £650 from budget code 312/4606 to purchase two laptops and a printer.

c. **Community Hub**

It was **RESOLVED** to accept the Officers recommendation as follows-

1. Members to agree opening The Hub as a 'Community Hub', every Wednesday, 9:30am – 4:30pm until 31st March 2024

d. **RSPCA Food Bank**

It was **RESOLVED** to accept the Officers recommendation as follows-

1. Members are asked to agree for the RSPCA donations to be located at The Rufus Centre, in the foyer alongside the Community Fridge as outlined above and coordinated by RSPCA volunteers.

e. Cost of Living Crisis Community Survey

It was **RESOLVED** to accept the Officers recommendation as follows-

1. To go ahead with the Cost-of-Living Crisis survey as outlined in appendix 001, with the items discussed addressed and amended.
2. To allow Officer time to hand deliver and collect the survey from priority, targeted areas.

Date :- 13/04/2023

Observations on the following Planning Applications

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
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Support (Delegated Decision) on the following applications;

23/00117/TRE

19/03/2023	Andy Jones	tbc	4 Windsor Close Flitwick Beds MK45 1PT
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Proposal : Works to trees protected by a Tree Preservation Order: Remove dead wood and epicormic shoots and reduce crown to 3 Lime Trees (T1, T2 and T3), remove dead wood and epicormic shoots, reduce crown and remove one lower branch 3 metres above ground level to Lime Tree (T4) on adjacent land. Trees protected by TPO 4/1976 and falling in group G2.

Observations : FTC - raise no objection.

23/00721/FUL

19/03/2023	Fenella Hackney	n/a	10 Tythe Close Flitwick Beds MK45 1LE
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Proposal : Relocate the 1.8m high rear boundary fence closer to the highway boundary.

Observations : FTC raise no objection to this application.

23/00760/FUL

13/04/2023	Katherine Watts	n/a	40 Coniston Road Flitwick Beds MK45 1QH
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Proposal : Single storey side extension.

Observations : FTC raise no objection to this application.

23/00818/FUL

19/03/2023	Sarah Fortune	n/a	2 Tythe Close Flitwick Beds MK45 1LE
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Proposal : Demolition of garden house and construction of a standalone granny annexe.

Observations : FTC raise no objection to this application.

Signed _____ Date _____

Rob McGregor Mr

NOTIFICATIONS OF PLANNING DECISIONS FROM Central Bedfordshire Council

Minute Ref

Thu 13 April 2023

District Ref

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

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GRANTED PLANNING PERMISSIONS

E 22/04598/FUL	Approved	32 Chapel road
E 23/00016/FUL	Approved	5 Sheepfold Hill
E 23/00021/VOC	Approved	10 Tythe Close
E 23/00057/FUL	Approved	14 Chaucer Road
E 23/00249/FUL	Approved	20 Willow Way
E 23/00271/FUL	Approved	22 Trafagar Drive
E 23/00285/FUL	Approved	11 The Thinnings
E 23/00290/FUL	Approved	61 Ampthill Road
E 23/00510/FUL	Approved	2 Canterbury Road
E 23/00550/FUL	Approved	40 Chapel Road

REFUSED PLANNING PERMISSIONS

E 21/05484/FUL	Refused	77 Ampthill Road
E 23/00025/FUL	Refused	10 Nene Road

Rolling Capital Fund Review 2022-23

(315) Rolling Capital Programme	Opening Balance	£	181,783
PLUS	RCF Current Year Funding	£	93,784
	LESS RCF Spending to Date	£	75,398
	LESS Committed Spending Remaining	£	71,761
(Total Committed Spend 2022/23)			-£ 147,159 (2022/23 Budget N/L 5014)
	LESS Overspend Funded by Central RCF	£	527
	PLUS Under spend Funded by Central RCF	£	7,890
2022/23 RCP Funds Available (Uncommitted)		£	135,772

Last Updated: 29 March 2023

PROJECT Details				RCF Details							22/23 FUNDING Details			Comments
Project Code	Project Description	Committee	Minute Ref	RCF Budget Committed	Previous Year's RCF Spend	22/23 RCF Spend to Date	Overspend Funded by RCP	Underspend Returned to RCP	RCF Commitment Remaining	Additional Project Spend	Funding Received (1177)	Project Budget Remaining		
4212	110 RCF - Nature Park	Community	None	£ -	£ -	£ -	£ -	£ -	£ -	0%	£ 1,550	£ 283,385	£ 281,835	No amounts have been committed for this project. S106 monies remaining: Phase 1 £7,106.89, Phase 2 £274,728 & Plans £1,550 (CBC to be invoiced for S106 once works completed). S1,738,727
4215	110 RCF - Flit Valley Walk	Corporate & Community	None	£ 2,000	£ 541	£ 628	£ -	£ -	£ 831	42%	£ -	£ -	£ -	Greensands grant of £2,405 received (1177/110) in 21/22 in addition to stated budget. 22/23 opening bal £1459. Awaiting final expense for leaflets (estimated at £628)
4802	110 RCF - The Hub Refurb	Community	809a 833c	£ 20,000	£ 14,554	£ 1,867	£ -	£ 3,579	£ -	0%				Underspend to be returned to RCP - Oct 22- RCF COMPLETE
4803	110 RCF - Manor Park Heritage	Community	809c	£ 28,000	£ 175	£ -	£ -	£ -	£ 27,825	99%	£ 35,011	£ 75,885	£ 40,874	S106 Grants monies approved £6,198 (1177/110) in addition to stated budget - rolled forward to 22/23 (Inl 2697). 22/23 Further S106 (Green Infrastructure Planning Obs) monies available £69,687.38- 16.10.22
4808	110 RCF - Manor Park Fencing	Community	730e	£ 3,950	£ 3,500	£ 2,333	£ -	£ 2,783	£ -	0%				21/22 RCF "rolled forward" budget set at original level of £15,450 without subtracting previous year's spending. Budget adjusted to reflect 21/22 & true balance rolled forward to 22/23 as opening bal £450. * June 22 refund received from RA Cutler for cancelled works added back into RCF. Aug 22 - RCF COMPLETE
4811	110 RCF - Tenant Office Refurb	Business	5152b	£ 16,000	£ 15,418	£ -	£ -	£ 582	£ -	0%				CBC dilapidation payment of £4,307 received in 21/22 to 1177/110 22/23 opening bal £582. Aug 22- RCF COMPLETE
4814	110 RCF - Town Noticeboards	Corporate	718 a	£ 1,860	£ 921	£ 948	£ 9	£ -	£ -	0%				Negotiated discount of 5%. Spend within 5% accepted variance. Sep 22 - RCF COMPLETE
4819	110 RCF - Flitwick Town Sq Defib	Council	5213d	£ 1,770	£ -	£ -	£ -	£ -	£ 1,770	100%				
4820	110 RCF - Purchase Camera Phone	Corporate	740c	£ 650	£ -	£ 524	£ -	£ 126	£ -	0%				RCF rolled forward from 21/22 as camera purchased in April 2022. Aug 22- RCF COMPLETE
4823	110 RCF - Heritage Website	Corporate	753a 5252a) i	£ 3,800	£ -	£ -	£ -	£ -	£ 3,800	100%				
4824	110 RCF - Rm20 Tenant Office Refurb	Business	1404bi 5252a) ii	£ 4,920	£ -	£ 4,100	£ -	£ 820	£ -	0%				Original RCF budget requested included VAT in error. Aug 22- RCF COMPLETE
4825	110 RCF - Ditch & Boundary Works	Community	1000c 5252a) iii	£ 4,900	£ -	£ 4,900	£ -	£ -	£ -	0%				Aug 22- RCF COMPLETE
4826	110 RCF - Hub & Car Park Lights	Community	1012b	£ 2,605	£ -	£ 2,605	£ -	£ -	£ -	0%				Sep 22- RCF COMPLETE
4827	110 RCF - Environmental Audit	Council	5265c	£ 5,600	£ -	£ 5,600	£ -	£ -	£ -	0%				Mar 23- RCF COMPLETE
4828	110 RCF - Skate Park Lighting	Community	1036d	£ 21,705	£ -	£ 2,359	£ -	£ -	£ 19,346	89%	£ 10,500	£ 10,500	£ -	Partially grant funded - received
4829	110 RCF - Youth Services	Community	9287	£ 9,780	£ -	£ 9,613	£ -	£ -	£ 167	2%				
4830	110 RCF - Steppingley Rd	Corporate	5303	£ 13,000	£ -	£ 13,518	£ 518	£ -	£ -	0%				RCF overspend of £518 (4%) reported to Council March 2023 as within accepted variance. Mar 23 - RCF COMPLETE.
4831	110 RCF - Outdoor PA System	Community	5302	£ 1,118	£ -	£ 874	£ -	£ -	£ 244	22%				
4832	110 RCF - Water Dispensers	Community	1061	£ 1,417	£ -	£ 1,417	£ -	£ -	£ -	0%	£ 1,181	£ 1,181	£ -	Dec 22- RCF COMPLETE
4833	110 RCF - Town Sq Benches/Plant/Bins	Community	1061	£ 12,102	£ -	£ -	£ -	£ -	£ 12,102	100%		£ 5,600	£ 5,600	Additional funding from Community Cohesion S106 Funds 22/23
4834	110 RCF - Town Sq Noticeboards	Community	1061	£ 655	£ -	£ 655	£ -	£ -	£ -	0%				Jan 23 - RCF COMPLETE
4835	110 RCF - Burial Ground Access	Community	5326a	£ 17,211	£ -	£ 17,211	£ -	£ -	£ 0	0%	£ 2,746	£ 2,746	£ -	Jan 23 - RCF COMPLETE
4836	110 RCF - CCTV Skate Park & Town Sq	Council	5329c	£ 12,612	£ -	£ 10,912	£ -	£ -	£ 1,700	13%				08.03.23: CBC annual monitoring and signal transmission expenditure invoice pending for £1,700
4837	110 RCF - Rural Match Fund Benches	Council	5226e	£ 2,000	£ -	£ -	£ -	£ -	£ 2,000	100%				Resolution made at Council March 2022 confirmed March 2023 to be match funded by CBC - amount TBC
4838	110 RCF - CCTV Data Impact Assess	Council	Del. Auth	£ 1,975	£ -	£ -	£ -	£ -	£ 1,975	100%				

RCF NARRATIVE - March 2023

- Aug 22 - **4808/110** Manor Park Fencing now complete with £2,783 underspend returned. **RCF closed.**
- Aug 22 - **4811/110** Tenant Office Refurb now complete with £582 underspend returned. **RCF closed.**
- Aug 22 - **4820/110** Purchase Camera Phone now complete with £126 underspend returned. **RCF closed.**
- Aug 22 - **4824/110** Room 20 Tenant Office Refurb now complete with £820 underspend returned. **RCF closed.**
- Aug 22 - **4825/110** Ditch & Boundary Works now complete on budget. **RCF closed.**
- Sep 22 - **4814/110** Town Noticeboards works now complete. £9 overspend within 5% accepted variance. **RCF closed.**
- Sep 22 - **4826/110** Hub & Car Park Lights works now complete on budget. **RCF closed.**
- Oct 22 - **4802/110** Hub refurb RCF now complete. Underspend of £3,578 to be returned to RCP. **RCF closed.**
- Nov 22 - **4832/110** Water Dispensers RCF now complete. **RCF closed.**
- Jan 23 - **4834/110** Town Square Noticeboards RCF now complete. **RCF closed.**
- Jan 23 - **4835/110** Burial Ground Access RCF now complete. **RCF closed.**
- Mar 23 - **4827/110** Environmental Audit RCF now complete. **RCF closed.**
- Mar 23 - **4830/110** Steppingley Road now complete. £518 overspend at 4% is within 5% accepted variance. **RCF closed.**

Please note:

Unspent 22/23 funds will remain in Rolling Capital Programme. Accepted RCF budget variance at 5%. Rolling Capital Fund (RCF) is the amount as yet unspent (Balance Sheet Account 315).

Rolling Capital Fund available is Balance Sheet Account 315 less remaining approved Commitments (N/L 5014 Variance). RCF review has been adjusted to separate grant funding. Please refer to 'YELLOW boxes for RCF remaining balances.