



FLITWICK TOWN COUNCIL

Draft Minutes of Flitwick Town Council meeting
held on Tuesday, 19th December 2023, at the Rufus Centre at 7:45 pm.

Present:

Cllr A Snape (Chairman)
Cllr C Thompson
Cllr F Patterson
Cllr S Livens
Cllr R Wilsmore
Cllr H Hodges
Cllr T Parsons
Cllr M Platt
Cllr D Toinko
Cllr J Roberts
Cllr T Harald

Also present:

Alistair Stratham – Mid Bedfordshire MP
Cllr I Adams – Central Beds Council (CBC) Ward Member

3 Members of the Royal British Legion - Flitwick & District Branch

Stacie Lockey – Town Clerk & Chief Executive
Stephanie Stanley – Deputy Town Clerk & RFO

5555. APOLOGIES FOR ABSENCE

Apologies were received and accepted for Councillors Blazeby (family commitment), Badham and Gleave (unwell), and Connell (work).

5556. DECLARATIONS OF INTEREST

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

- (a) Disclosable Pecuniary interests in any agenda item – none.
- (b) Non-Pecuniary interests in any agenda item – none.

5557. TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor thanked everybody who helped support the Flitwick Christmas Lights Switch On event, which was very well attended and successful.

The Town Mayor thanked those who assisted with the Over 60's Christmas Lunch the previous week. Meals were served to 140 people, and excellent feedback was received.

Since the previous meeting, the Town Mayor had attended the following engagements:

Dunstable Charity Dinner – ABBA Night
National Association of Local Councils Parliamentary Reception
Christmas Wine Tasting Event held at The Rufus Centre
Dunstable's Caritas Harmony Gala Christmas Concert raising funds for Macmillan
A meeting with Central Beds Council about Joint Committees

The Town Mayor had one more item to raise under his announcements in exempt.

5558. REPORTS FROM WARD MEMBERS

The report was noted.

The Chairman was interested in hearing any feedback Ward Members (Councillors Adams and Townsend) had received on the contentious planning application for land off Trafalgar Drive as part of their campaign. Cllr Adams reported that there had been 80 responses against the development, and a couple favoured it progressing. The area of most concern for people was access to the site. There had been a lot of engagement and interest, and the Ward Members had spoken with Planners at CBC. The deadline for FTC's response had been extended so that the Council's view could be considered at the January meeting. The public deadline remained as 9th January 2024. Cllr Adams assured Members that FTC's response would be considered.

Cllr Adams left the meeting at 19:50.

5559. PUBLIC OPEN SESSION

The three representatives from the Royal British Legion (RBL) agreed to take questions under the relevant item on the agenda.

5560. INVITED SPEAKER

Alistair Strathern, Mid Bedfordshire MP, thanked the Council for the work they had been doing and congratulated Members on their proactivity in leading the way locally with initiatives like Flitwick Community Fridge. Alistair discussed the challenges facing local residents, including the cost-of-living crisis, infrastructure, primary care services, and the need for a vision for school and youth provision. Alistair mentioned he was pleased progress had been made regarding accessibility at the station and commented on the constituency's requirement to transition from a three-tier to a two-tier school system. Alistair touched on the challenges with local development and mentioned that new homes needed to be suitable for Flitwick, including affordable housing provision.

The Chairman thanked Alistair for attending the meeting and commented that it was excellent to see him getting to work immediately on important issues and continuing to meet residents as soon as he was elected. The Chairman asked if there were specific issues residents were raising with Alistair and if there was anything FTC could do to support. Members were informed that the cost-of-living challenges, particularly for winter, were a regular challenge. Alistair asked FTC to continue supporting this issue with their initiatives and signposting residents to help organisations. He wanted FTC to amplify visibility on this issue and commented that although Mid Bedfordshire was considered an affluent area, many residents needed help with the current situation.

Alistair mentioned the pressures on Flitwick about and that he supported enhancing the high street and retail offerings to create a better sense of pride in the place with residents. He commented on FTC's ambitious visions for the former Barclays building, indicating support.

Alistair would continue working with CBC on the central pressures across the county regarding healthcare, schooling, and SEND challenges and ensure local parents have stakeholders working on their behalf.

Alistair advised that he had hired five staff members and that they would be starting employment in January. His staff had various skills and backgrounds; four would be based at the Rufus Centre office, and one in Westminster with him. Alistair asked FTC to contact him/his team about matters that Members thought needed reinforcement from the MP's office. The Chairman updated Members that Alistair had previously assisted with securing slots from supermarkets for the Community Fridge. Other Councils, including Houghton Regis Town Council, wanted to set up a similar initiative in their town.

Cllr Roberts commented that it was nice to have the MP attend an FTC meeting and stated that it would be good to hear about the differences made if the country were to be led by Labour in the future. Alistair commented on Labour's commitment to being more sustainable and that he had been elected at a time when he could influence Labour's Manifesto.

Alistair Strathern, MP, left the meeting at 20:05.

The Council agreed to adjourn the meeting for five minutes.

The meeting re-started, and all Members and Officers returned to the meeting room, except Cllr Roberts, at 20:10.

5561. MEMBERS QUESTIONS

There were no questions.

5562. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 21st November 2023**, this meeting was held at the Rufus Centre. (Moved to EXEMPT)
- b. For Members to receive and consider **resolutions and recommendations** of the Community Services Committee Meeting, held on **Tuesday 5th December 2023**, this meeting is held at The Rufus Centre.

The resolutions and recommendations of the Community Services Committee held on Tuesday 5th December 2023 were noted.

- c. For Members to receive and consider **resolutions and recommendations** of the Business I & DB Committee Meeting, held on **Tuesday 12th December 2023**, this meeting is held at The Rufus Centre. (Moved to EXEMPT)

5563. MATTERS ARISING

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

Members were advised that the Council had secured funding and support for a Tiny Forest at Hinksley Road. Soil testing was due in early January, with planting happening soon after. The trees would not shield the Industrial Estate but would be planted near the Sea Cadet Unit. The area would be completed with benches and a good site for schools to visit. Members were pleased to hear this news.

5564. OUTSIDE BODIES

No items.

5565. ITEMS FOR CONSIDERATION

a. Royal British Legion

Members considered the report previously circulated from the RBL.

The RBL was asked how many years they wanted the lease term. Brian Woodward, RBL Chairman, confirmed that the organisation wanted a 20-year term.

Cllr Toinko referred to previous conversations and mentioned that the Council had been told that there were structural problems with the building and that it had reached the end of its design life. Therefore, it would not last 20 years. The Chairman asked if a structural engineer had surveyed the concrete, and Brian confirmed that this still needed to be done.

Members discussed the roof issues, including the asbestos, and asked the RBL if they had any plans for sorting these issues. Brian confirmed they had plans for internal works to increase insulation, rewire the electrics, and had replaced the heating. The RBL members advised that the building was structurally sound and had funds due to an inheritance donation (£20k) and profit income (£5-6k annually) from hirers to pay for the works. The Chairman explained that the other local organisations presented FTC with advanced plans and financial models relating to building improvements, which meant that longer-term leases had been agreed upon. The RBL did not want to spend money on the works unless a longer lease term could be agreed.

Cllr Wilsmore asked about membership numbers for the RBL, the regularity of their meetings and hall usage for private hires. The RBL explained that the other groups and private hires assisted with the building's running costs.

Councillor Roberts re-entered the meeting at 20:18.

The Chairman mentioned to the RBL that there had been an indication previously that the organisation would be accepting the three-year lease term offered. He went on to ask the RBL if there were reasons why the group needed to meet at the Legion Hall and if they could meet elsewhere. The RBL representatives advised that there would be a storage issue for the Poppy Appeal if they were to meet elsewhere and that they currently had memorabilia displayed on the walls, which would not be the case if they moved sites. The RBL also raised concerns about paying rent if using another hall.

The Chairman asked about the RBL's financial model and if it was sustainable, asking if they had enough funds to sustain the building and make the required improvements.

After an extended discussion, it was agreed that the Town Clerk would write to the RBL clarifying what the Council expected to reconsider the longer lease term. This is related to the RBL providing a surveyor's report on the building plans for the refurbishment and a financial model for funding the improvements.

Action: Town Clerk

Three representatives from the RBL left the meeting at 20:28.

b. Draft Budget 2024-2025

Members considered the draft budget for 2024-2025. The Chairman advised that the Finance Scrutiny Working Group (FSWG) had been unable to meet the previous week but mentioned that any changes needed to be discussed at this meeting.

Cllr Patterson asked if Officers had included a separate line for IT hardware, as discussed at a recent meeting regarding the new IT contract. The RFO advised that the work had been done to establish costs in the last year relating to hardware purchases. This figure was still within the IT contract code but would be separated as agreed in time for the January meeting. The Chairman commented on the lifespan of the current Officer laptops, many of which were almost four years old, mentioning that the Council needed to be budgeting for replacements.

Action: RFO

The Chairman mentioned that over £100k had been saved following the Council's decision to close the LGPS Pension Scheme to new employees. He added that it was likely that the Council would need a bridging loan to assist with the 3 Station Road refurbishment project to offset cash flow concerns.

Members of the FSWG, Committees and Officers had sufficiently scrutinised this budget. The RFO mentioned that the inflationary pressures (including the NALC annual salary settlement, which was outside the control of the Council, general inflation currently at 5% having run at 12% earlier in the year, new initiatives, and supplier cost increases) had amounted to £131,054, 13.7% of the proposed budget.

The RFO spoke about the variable nature of the projected income for the business at year-end and that any surplus could be transferred into an Earmarked Reserve for capital investment at the Rufus Centre. The other capital funds presented in the precept demonstrations would be utilised for other works in the town, for example, play area repairs. These decisions would need to be resolved by the Council at the appropriate time.

The RFO explained that it was good practice for the precept to increase by small amounts each year rather than the Council not raising it for a few years and then having to increase it by a lot one year. Once asked, the RFO advised that she felt the precept should be increased by approximately 3%. It was agreed that the RFO would circulate what this would mean for a Band D household per annum the following day. The RFO also agreed to liaise with other Town Councils to understand how much they would raise their precepts.

Action: RFO.

c. Rufus Centre 25th Anniversary

Members were asked to note that the 25th Anniversary of the Rufus Centre is in October 2024. Members were asked to consider tasking Officers with investigating options for an event to celebrate this occasion. It was agreed that a celebration was unnecessary.

d. Household Waste Recycling Centres

Members were asked to note the correspondence received from Marston Moreteyne Parish Council and consider the request to support their position using ID proof at Household Recycling Centres.

An extended discussion occurred about the history behind this item and why ID might be required. In summary, it was agreed that Ampthill's Household Recycling Centre was not suffering from the same issues as other sites, e.g. Thorn Turn and Members discussed that there were road pollution concerns if barriers were put in the way of recycling. Cllr Parsons suggested contacting the MP about this since it was a national issue.

It was **resolved** to write and state that the Council supported the correspondence from Marston Moreteyne Parish Council and to engage with Ward Members and Mid Bedfordshire MP about this issue.

e. Annual Residents Survey

Members were asked to review the open-ended questions circulated for the 2024 Residents Survey.

It was agreed to amend the first question so as not to raise residents' expectations since the future decision on 3 Station Road would be informed by the Feasibility Study being completed by an external consultant. Members were keen to incorporate the question about the Town Square.

It was **resolved** to amend question 1 to reflect the discussion and for questions 2 and 3 to read as circulated.

f. Access to Cash Consultation

Members were asked to consider a response to the Access to Cash Consultation by the Financial Conduct Authority.

<https://www.fca.org.uk/publications/consultation-papers/cp23-29-access-cash>

The Chairman explained that he had been having ongoing conversations with Duncan Round and Derek French about access to cash in the community. He talked about the closure of the bank and the post office, the number of cash points in town and some of the challenges with this. Members generally agreed with the sentiment of the consultation and agreed for the Chairman to compile a list that he would send to the Town Clerk for circulation to all Members.

It was **resolved** to give delegated authority to the Town Clerk to respond to the consultation.

Action: Town Clerk

g. Projects Fund Applications

(i) Members are asked to note the Projects Fund Summary document circulated – noted.

(ii) Members are asked to approve the following Committee applications to the Projects Fund:

- Business Development Improvement Board – Office Space Refurbishment - £11,460.88
- Business Development Improvement Board – Lockyer Suite Capital Works - £48,654.56

Cllr Hodges advised Members that the offering at the Rufus Centre needed these works because the building needed modernisation, and AV equipment was essential to keep current customers and bring in new customers. He urged Members to see this as an investment opportunity. Cllr Patterson shared this view and advised that there was a concern about the reliance on NHS and CBC bookings. Cllr Toinko commented that the applications to the Project Fund were expensive and asked if payback periods had been considered. The Chairman advised that this had been discussed; however, the current AV equipment was now not sufficient for the needs of the business (£35k), and the microphones needed to be updated, which were no longer compliant. There were also cabling issues and equipment that did not work, which was unprofessional and meant that agreeing to this expenditure was necessary for service delivery.

It was **resolved** to approve the following applications to the Projects Fund:

- Business Development Improvement Board – Office Space Refurbishment - £11,460.88
- Business Development Improvement Board – Lockyer Suite Capital Works - £48,654.56
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5566. ITEMS FOR INFORMATION

a. Finance Reports

Members are asked to note the following finance reports:

- i) Flitwick Town Council Summary, Investments & Loans – noted.
- ii) Balance Sheet – noted.

b. Calendar of Meeting Dates 2024

Members were asked to note the circulated Calendar of Meeting Dates for 2024.

The Chairman asked for Members' views on the Council meetings on Tuesday evenings, and overall, Members were happy with this arrangement. It was suggested to include the Planning Improvement Working Group dates; however, the Town Clerk pointed out that these meetings took place as and when required with a current system that worked well. It was agreed that once PIWG meetings were arranged, these would be included in the meetings calendar, and papers would be circulated.

Cllr Toinko asked about the Community Services meetings proposed for August and December as, historically, the Committee did not typically meet during these months. The Chairman advised that although that was the case, additional meetings were called to transact business. It was agreed that the Community Services Committee should consider moving their bi-monthly meetings so that they do not meet in August or December at their next meeting.

Action: Town Clerk

c. Planning

- (i) Members to note the Planning Delegated decisions - noted.
- (ii) Members to note the CBC decisions - noted.

5567. PUBLIC OPEN SESSION

No items.

5568. 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) Minutes & Recommendations

It was **resolved** to adopt the minutes of the Town Council Meeting held on Tuesday 21st November 2023 as a true record.

b) Feasibility Study – update noted.

c) Substation Consent

It was **resolved** to grant consent for an additional substation lease on the proviso that CBC paid the legal costs.

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.

The meeting closed at 21:36.



Flitwick Town Council

Report to Town Council on 16th January 2024: Land off Trafalgar Drive and Salisbury Road

Implications of recommendations

Corporate Strategy: There are no direct implications from this report

Finance: There are no direct financial implications from this report.

Equality: No equalities implications have been identified from what is discussed in this report.

Environment: There are no direct environmental implications arising from this report.

Recommendation

That that Council **objects** to the application for the Land off Trafalgar Drive and Salisbury Road, on the following grounds

- The site is in designated green belt, and exceptional circumstances to deviate against a presumption against inappropriate development in the green belt has not been demonstrated. This makes the development contrary to the National Planning Policy Framework;
- The proposal does not demonstrate that the highway network could safely accommodate traffic associated with the development, especially at junctions in the town centre, nor does it contain proposals to reduce the amount of traffic associated with the development through demand management measures. This makes this development contrary to the requirements of Policy T1 of the Local Plan.
- The proposal does not take sufficient consideration of the cumulative impacts of developments within Flitwick in assessing the transport impacts of the scheme. This makes this development contrary to the requirements of Policy T1 of the Local Plan.
- The proposal will result in a significant loss of biodiversity on the site, for which insufficient mitigation is proposed. This makes the development contrary to Policy EE2 of the Local Plan.

The Planning Improvement Working Group also notes that in the planning documentation, the presence of the planned nature park off of Maulden Road, being delivered by the Town Council is often referred to, in terms of the planned development either extending the nature park or 'adding value' to it. In its response, the Town Council needs to stress to planners at Central Bedfordshire Council that no such link between this development and the nature park exists, and the nature park is being delivered regardless of the planned development.

Background

The PIWG has been tasked with the consideration of, and making recommendations to, Town Council concerning major planning applications. As well as such planning applications within Flitwick, this also considers major applications that are likely to have an impact on the town.

This report concerns the planning application for the development of the site informally known as 'Trafalgar Drive,' but formally known Land off Trafalgar Drive and Salisbury Road. Councillors can

view the application documents online on the [Central Beds Planning Portal](#), citing planning application reference CB/23/03861/OUT.

As has been noted in previous meetings of the Town Council, the PIWG has held discussions with Optimis Consulting, the proposed developers planning agents who have been working on the planning application on behalf of the developer (Fielden Homes Limited). It needs to be stressed to the Council that while the agents did share initial concepts on the development of the site, at no time did the PIWG express a view either for or against the development. We asked questions relating to planning matters to gain an understanding of the planned development and its impact. The notes from these discussions can be found on [the Planning pages of the Town Council website](#).

It should be stressed that this report, and the recommendations contained within it, are the considered opinion of the PIWG. During the discussions within the group, a number of arguments were put forward both in favour of the development and against it. This report reflects the agreed position of the group following these discussions.

Finally, this application has generated significant local interest from the residents of Flitwick. The PIWG has noted the matters raised by local residents in its deliberations, but in line with the Planning Guide has reviewed and determined its view on the application based on the applications own merits.

The proposals

The planned development is for 133 homes on land behind Trafalgar Drive and Salisbury Road, on fields between the current edge of the town and the nature park currently being delivered off Maulden Road. The description of the planning application is as so:

Residential development comprising the formation of a new access off Trafalgar Drive & Salisbury Road with an extension to the new Flitwick Nature Park with reserved matters for appearance, landscape, layout & scale.

To translate this, this is an outline application that seeks to establish the principle of development on the site and some detail. However, in some areas such as landscaping, design, and the number and type of housing units, this would be subject to more detailed applications at a later date (reserved matters)

The overview map, which also gives an indication of the site's location, is shown below, with site extent outlined in red.



Figure 1 - Site Overview

Matters for consideration

The PIWG focussed its discussions and consideration of the development on several key issues identified through the planning application documents, and through its own knowledge of the site and its surroundings. These discussions are summarised as follows.

The Green Belt

The application site is situated in green belt designated in the Central Bedfordshire Council Local Plan. The [National Planning Policy Framework](#), paragraphs 152 and 153, set out planning policy relating to the green belt very clearly:

152. Inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special circumstances.

153. When considering any planning application, local planning authorities should ensure that substantial weight is given to any harm to the Green Belt. 'Very special circumstances' will not exist unless the potential harm to the Green Belt by reason of inappropriateness, and any other harm resulting from the proposal, is clearly outweighed by other considerations.

In the application documentation, the applicant seeks to demonstrate that very exceptional circumstances exist by way of two matters:

- The proposed extension to the Flitwick Nature Park mitigating the harm of the development proposals on green belt land, and;
- The challenges that Central Bedfordshire Council has experienced in delivering its 5 year housing supply, justifying permission being given to additional housing developments such as this.

On the first matter, notwithstanding the publicised issues with referring to the planned open area as part of the development as a potential extension of the Flitwick Nature Park, the test within the National Planning Policy Framework is that other considerations ‘clearly outweigh’ the inappropriateness of the development. The presence of this potential extension does not, in the view of the PIWG, outweigh the inappropriateness of developing this green belt site, either on its own or in conjunction with the second matter.

On the matter of challenges in delivering the 5 year housing supply in the Local Plan, in its [5 year housing supply statement](#) from 1st October 2023, Central Bedfordshire Council demonstrates that it has sufficient housing numbers from local plan applications, historic housing commitments, and committed windfall housing developments for 5 and a half years of housing supply. Therefore, the applicant has not demonstrated exceptional circumstances on housing supply.

It is the view of the PIWG that the application is contrary to established green belt planning policy, and the Council should object to the application on this basis.

Transport and access

The Transport Assessment that has been provided as part of the development details what the transport impacts of the development are likely to be. In summary, the Transport Assessment concludes that:

- The planned development, whilst increasing traffic flow along Ampthill Road, is unlikely to cause issues in terms of traffic congestion to a degree that is constituent with what National Planning Policy Framework defines as a significant or serious issue;
- The one exception to this is the existing mini-roundabout at High Street / The Avenue / Station Road / A5120 Railway Bridge, which the transport assessment identifies as exceeding the practical capacity of the junction (i.e. traffic congestion will get worse);
- The traffic generated is likely to be a significant uplift in the number of vehicles using both Trafalgar Drive and Salisbury Road / Canterbury Road. But when it meets Ampthill Road, the traffic is likely to disperse both north and south
- There are no significant safety issues in the vicinity of the site in terms of the number of recorded slight, serious, or fatal crashes;
- The site is well served by sustainable transport. A bridleway runs along the southern edge of the site that will be improved, and there is a cycle route nearby along Windmill Road. The transport assessment states that the site is within walking distance of local buses on Ampthill Road
- The site is some way from local services, with most of the services (doctors, food stores etc.) being located in the town centre.

The Framework Travel Plan contains a list of potential initiatives to encourage sustainable travel to the site. These are primarily about providing information for residents on local bus services and cycle routes, and appointing a Travel Plan Co-ordinator for the site to oversee this promotion. It should be noted in the Transport Assessment, it is stated that the any impacts of the development in terms of traffic could be mitigated by this Travel Plan being successful.

Upon reviewing the Transport Assessment and the Travel Plan, the PIWG has a number of concerns about the assessment undertaken and its suitability in mitigating the impacts of the development. The group has particularly referenced Policy T1 of the Local Plan which states:

Policy T1: Mitigation of Transport Impacts on the Network

Travel Plans, Travel Plan Statements and Transport Assessments will be required for any development which meets or exceeds the Gross Floor Area thresholds set out in the Council's Guidance on Travel Plans and Transport Assessment.

It should be demonstrated how the proposal will seek to reduce the need to travel and secure a modal shift towards sustainable forms of transport. This should be through an approach which first considers the ability to cater for walking and cycling, provide suitable public transport services, and make better use of existing highway capacity before considering the provision of additional roads.

Evidence must be provided in Transport Assessments to demonstrate:

- 1. The principles established to give priority to pedestrians and other vulnerable road users in new developments, together with links to local service provision;*
- 2. Comprehensive, convenient and safe pedestrian and cycle links to schools, local employment and service provision;*
- 3. Connectivity with existing walking and cycling networks; and*
- 4. Robust consideration of the cumulative impacts of planned growth, including the cross-boundary impacts where appropriate.*

Transport Assessments and Travel Plans must demonstrate how the development can be served by public transport services and the frequency of the service.

Where a Travel Plan is in place, the developer and/or user will provide an annual update on their action plan, reporting progress against agreed aims and targets for a minimum of 5 years post occupation.

The Council will require developers to deliver Travel Plan measures as outlined in their approved Travel Plans, particularly in relation to sustainable travel mode share targets and in some cases, will require an up-front financial contribution to be used to fund requisite additional measures/corrective action.

Similar to our comments on Land south of Steppingley Road, the PIWG is particularly concerned about the lack of consideration given to the 'cumulative impacts of planned growth' and has doubts as to whether the consideration given is robust. Most notably, the traffic modelling, whilst it has indicated that the site has considered the impacts of planned development in the Local Plan, further developments in Flitwick appear to have not been considered. Or at least not stated explicitly. The most notable being Aldi, the Crematorium, and the impact of development along Steppingley Road.

This additional impact is not insignificant. Table 1 shows calculations used for comments on Land south of Steppingley Road, which we still consider to be valid for this application. The point being is that, as presented in the Transport Assessment, the cumulative impact of planned development appears to be underestimated.

Table 1 - Cumulative impact of planned developments along Steppingley Road

	Two-way car trips	
	Morning Peak (8am to 9am)	Evening Peak (5pm to 6pm)
Estimated baseline in 2022 ¹	407	322
Older People's Accommodation and Crematorium ²	+48	+51
Land South of Steppingley Road ³	+106	+108
Percentage increase resulting from all development	+38%	+49%

¹ Based the average of a 7-day traffic count provided in the application's Transport Assessment

² Based on data provided as part of the Transport Assessments of both applications

³ Based on data provided as part of the Transport Assessment for the application

Percentage increase resulting from Land South of Steppingley Road only	+26%	+33%
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Regarding the existing mini roundabout at High Street / The Avenue / Station Road / A5120 Railway Bridge, the applicant states that this is not a material consideration as, assuming there is no development, this junction would be over capacity (i.e. congested) in 2028. And with the development, it adds additional traffic to what would be an already congested junction. Even assuming you accepted this argument, this would necessitate the developer providing improvements to this junction as the development would make the situation worse.

The PIWG has a number of concerns about the safety impact on the highway of this scheme. Of particular concern is the impact on Salisbury Road, Trafalgar Drive, and to some extent Canterbury Road. These are residential roads designed for low traffic volumes, and increases in the number of vehicles, and especially in construction vehicles, are likely to have safety implications for vulnerable road users. We would expect that a full Road Safety Audit is needed to understand these issues in more detail, and recommend remediation measures.

Impact upon wildlife and biodiversity

The PIWG has received comments from local residents about sightings of various species on the development site spotted during walks. This includes Jays, Great Crested Newts, Muntjack Deer, and Skylarks. Therefore, the impacts of the development site on biodiversity and the ecology of the area is of particular interest to the PIWG.

The Ecological Report and Biodiversity Technical Note gives the PIWG some cause for concern. Firstly, the results of this assessment is partly based upon ecological surveys that took place in 2014 and 2018. This gives the PIWG great concern that the evidence supporting the assessment is outdated and does not accurately reflect the position of the ecology of the site.

Where up-to-date surveys have been undertaken, they recognise that the application site, which is connected to surrounding grasslands, scrub land, mature Wooded areas, ponds, rivers and watercourses provides an extremely diverse habitat for countless different species of birds, bats, mammals and invertebrates. The Ecological Report acknowledges that the proposed housing development to the southern end of the site will result in virtually all scrubland/grassland vegetation and habitat being lost with a consequential high risk to the existence of protected species on both the Red and Amber list.

The most significant finding, however, is the impact of the development on biodiversity. This report concludes that the development will result in a 74.5% loss in natural habitat and bio-diversity and that such losses cannot be recovered within the development. As such, this loss would need to be mitigated by works to boost biodiversity elsewhere funded by the developer, which are not specified in the analysis.

Policy EE2: Enhancing Biodiversity in the Local Plan is clear on the position relating to developments and biodiversity:

Development proposals will be permitted where they avoid negative impacts on biodiversity and geodiversity. Where this is not possible, proposals must mitigate unavoidable impacts and, as a last resort, compensate for residual impacts; delivering a net gain in biodiversity by:

- 1. Incorporating and enhancing existing and creating new biodiversity features within their design; and*
- 2. Maximising opportunities to enhance and create links between ecological networks and habitats of principal importance. Links should be created both on-site and, where possible, with nearby features.*

It is the view of the PIWG that the development will have a significant adverse impact on the biodiversity of the site, and there is insufficient mitigation for the significant loss of biodiversity resulting from this development. This makes this development clearly contrary to the Local Plan.

Impact upon the landscape

Understanding the impact of developments on landscape can be somewhat subjective. It should be noted that while the change between the current site to housing will have a visual impact, the site itself is not located within any areas in the Local Plan designated as having specific landscape value. Regardless of this, the developer has undertaken a landscape assessment of the site.

A particular challenge with this assessment is that, while elevations and designs of the housing to be provided are included within the plans, final details on these elevations and the mix of types of housing is proposed to be decided by a later, more detailed application. While in relation to the decision that needs to be made on this application undertaking such an assessment now is within planning rules, the results need to be treated with some caution.

To summarise the results of the landscape assessment as succinctly as possible, there will be a permanent change in the use of the site from green belt land to residential, garden land and public open space. There will be a permanent loss of or alteration to large areas of the existing landscape within the site, and some landscape elements will be lost during construction, mainly a belt of trees including Leyland cypress and Poplars. For the immediate adjacent residents, there will be a higher impact on the character of the area. Consequently, the landscape assessment concludes that:

“The landscape character will be affected permanently adversely in the early years but lessening over the longer term...As a result the assessed magnitude of change for landscape character is assessed as ‘medium.’”

It is the view of the PIWG that the impact of the development in its immediate vicinity in terms of landscape will be significant, something recognised in the landscape assessment.

It should be noted that when it comes to planning applications, Policy EE5: Landscape Character and Value of the Local Plan very much favours development proposals that take steps to have regard to local landscape character and seek to mitigate the impacts of the development in landscape terms. This includes the following:

“In order to safeguard intrinsic character, scenic beauty and perceptual qualities of the landscape such as tranquillity, all development proposals will need to have regard to the key characteristics and sensitivities of the site and its setting, as set out in the Central Bedfordshire Landscape Character Assessment.

All major development proposals will be required to demonstrate how they incorporate landscape enhancement, in accordance with the guidelines in the LCA, the Central Bedfordshire Design Guide and other relevant documents for specific areas. This includes the Chilterns AONB, Forest of Marston Vale and the Greensand Ridge Nature Improvement Area. Landscape and visual appraisal will be expected to support planning applications and, include the assessment of local landscape character and views.”

Accordingly, while it is the view of the PIWG that the landscape impact of the development is likely to be more significant than that presented, the landscape impacts of the development could be mitigated by appropriate conditions on the scale of the buildings, building materials, and screening using vegetation.

The impact on local services

A matter that the PIWG discussed at length was the impacts of this application on local services, specifically Doctors Surgeries, Dentists, and Local Schools. The PIWG notes that no assessment

has been undertaken of the impact of the development on such facilities. However, as part of the Section 106 Heads of Terms contributions towards these services are being offered by the developer of the site, subject to negotiation. This is standard planning practice in most major developments.

As of the time of writing this report, the PIWG has not seen any comments from providers of local services to this development.

In its evidence gathering to support this response and previous planning application responses, the PIWG was particularly concerned about access to Doctors services and schools. For doctors, [evidence from the Nuffield Trust in 2021](#) shows that the NHS Bedfordshire, Luton, and Milton Keynes CCG has 2093 patients per doctor, one of the highest rates in the country. The [number of patients registered at Highlands Surgery in October 2022](#) was 13,462, with 8 GPs registered at the practice, with up to 4 available at any time.

This gives an indication that current NHS practices in Flitwick are very busy, to the point where it is difficult to book appointments. The understanding of the PIWG is that a key reason for this is the lack of available GPs and staffing issues, as opposed the physical capacity of the building. Something that the evidence indicates towards.

For the local schools, the breakdown of the number of pupils and the capacity at each of the local schools is given below, sources from the [Get Information on Schools service](#) provided by the Department for Education and Skills. This evidence indicates that with the exception of one school, the majority of local schools are highly utilised, with this development likely to place further pressures on capacity.

Table 2 - Current use and capacity of local schools

	Current pupils on roll	Estimated capacity	Current utilisation
Flitwick Lower School	309	350	88%
Kingsmoor Lower School	178	270	66%
Templefield Lower School	286	300	95%
Woodland Middle Academy	660	720	92%
Redborne Upper School	1418	1636	87%

The PIWG considers that the concerns around the impacts on local services is well-founded given the evidence of current utilisation of healthcare and education services. A pressure that is likely to increase as a result of this development, as evidenced by the response of the NHS. It is noted that no significant assessment of the application's impact on local services has been undertaken.

Standard practice in planning is that capacity issues are overcome through the provision of a Section 106 contribution. The PIWG's engagement with Central Bedfordshire Council has indicated that a standard time period of up to 10 years for the spending of this funding is common, although various 'trigger points' for the provision of contributions.

The PIWG has very serious concerns about the impacts of this development on local services, which the evidence has indicated are busy and close to capacity. This concern needs to be expressed in the strongest possible terms to Central Bedfordshire Council, however the PIWG was unable to form a view as to whether this is directly contradictory to Local Plan policy. It is common in planning applications that the impacts of developments are mitigated by way of a Section 106 contribution. Should this application be approved, the PIWG strongly recommends that the following conditions be added to the funds that are released:

- Funding not be ring-fenced for infrastructure improvements (e.g. buildings) but also be considered for the provision of additional staff, such as teachers and GPs;
- Funding for these improvements is released upon the commencement of the construction of the site at the very latest, ideally earlier;

- Funding of these improvements is available for 5 years, so that the delivery of these improvements can be accelerated, and with a commitment to deliver such service improvements in advance of site completion;
- Any funding provided for such improvements is ring-fenced so that it is spent on facilities in Flitwick, with the possible exception of funding for Redborne Upper School

Contribution of affordable housing

The development comprises a mix of homes to be sold at a market value, and socially rented accommodation, the latter of which is considered in policy to be a contribution in terms of affordable housing. The overall provision of housing units is broken down as so:

- 57 socially rented units
- 133 market units

Therefore, 30% of the units to be provided on the development site are affordable housing. Policy H4: Affordable Housing in the Local Plan states the following:

“All qualifying sites of 10 or more units will provide 30% affordable housing. The affordable housing from qualifying sites should be provided on-site.”

The current application complies with that requirement.

It should be noted that for both the market housing the affordable housing, no breakdown is given in terms of proportions of each by the size of the unit. In other words, the applicant has not revealed how many one bedroom, two bedroom, three bedroom etc. homes there are on the site, referring in the application to all the units as ‘unknown bedroom.’

A further consideration is whether the provision of this level of affordable housing provides an exceptional circumstance to deviate from established green belt policy. The text of the Local Plan, though it needs to be stressed that this is not a policy of the Local Plan, states that the supply of affordable housing on rural exception sites is seen as important, not just in order to provide homes for those in greatest need, but to help keep balanced communities. There is a need for affordable housing in the Green Belt settlements and Central Bedfordshire will consider favourably the provision of affordable housing on rural exception sites in the Green Belt.

It is the view of the PIWG that this consideration does not apply to this site. This is because rural exception sites are tightly defined in the Local Plan, including generally being less than 10 homes in size and providing only a limited amount of market housing.

Provision of accommodation for older people

There is a requirement under the Local Plan for the site to make a contribution towards older people’s accommodation. Policy H3 of the Local Plan states that

Policy H3: Housing for Older People

All development proposals for 100 dwellings or more will be required to provide bungalows, level-access accommodation or low-density flats for older people as part of the mix of housing required by Policy H1, unless an alternative approach can be demonstrated to be more suitable having regard to site suitability or viability constraints.

On larger sites of 300 units or more, the provision of an Extra Care Facility will be required, unless an alternative approach can be demonstrated to be more suitable having regard to site suitability or viability constraints. Extra care schemes will be restricted by S106 to ensure that the occupants are those in need of care and support in perpetuity

Upon reviewing the designs and details, the PIWG considers that this may be more a matter of clarity being provided as opposed to specific items being excluded. Some the designs make mention of being designed with accessibility and level access in mind, for example.

Final considerations

A matter that was subject to a lot of discussion to the PIWG was the direct impact of the development on the Nature Park. Unlike many other developments across Flitwick, if permitted this development would have a significant and immediate impact on a Town Council project – the delivery of the Nature Park itself.

The PIWG cannot, at this stage, recommend a course of action for the Town Council to take in the event that the application be permitted. This would need to be subject to a wider discussion within the Town Council, including discussion at relevant committees. What the PIWG can do at this stage, however, is establish potential options should this happen. It is our view that these include the following that would be actioned after planning permission is secured:

- Discuss with the developer options for the part of the development site to, in effect, be an extension of the Nature Park, including discussion of appropriate matters like park management and land ownership;
- Discuss with the developer options for financial contributions towards the delivery of the Nature Park and potential future improvements, that may be contained within the plan for the Nature Park;
- Do nothing.

The PIWG does not recommend any specific action, as there are many aspects to this decision outside of its remit. It is simply stating that, in purely planning terms, these are potential options for the Town Council to consider at a later stage.

In its deliberation of this application, the PIWG did consider the matter of the likelihood of the development proceeding. It is the remit of the PIWG that it should consider all planning applications on their own merits, but it has also been established to secure the best outcomes from the planning system for Flitwick. So as part of this deliberation, the PIWG has considered the implications should the development proceed.

It is the view of the PIWG that it is unlikely that the development will be granted planning permission by Central Bedfordshire Council. However, in the unlikely situation that permission be granted, it is prudent that specific improvements be requested as part of the development proposals in the event that planning permission be granted.

It needs to be stressed that this does not change the fundamental position of the PIWG that there are material reasons why this application should not be granted planning permission. Nor should our suggestions here be considered as matters that need to be overcome to secure the PIWG's, and potentially the Town Council's, support for the development. These proposed improvements do not overcome these objections, but seek to mitigate the impacts of the development should it proceed.

After due consideration and deliberation, should the development proceed, it is the view of the PIWG that the following improvements be secured:

- Funding for improvements to local services like healthcare and education not be ring-fenced for infrastructure improvements (e.g. buildings) but also be considered for the provision of additional staff, such as teachers and GPs;
- Funding for improvements to local services like healthcare and education is released upon the commencement of the construction of the site at the very latest, ideally earlier;
- Funding for improvements to local services like healthcare and education is available for 5 years, so that the delivery of these improvements can be accelerated, and with a commitment to deliver such service improvements in advance of site completion;

- A full biodiversity assessment of the site needs to take place in advance of construction proceeding, and any recommended improvements to meet the requirements of biodiversity net gain are funded in full by the developer;
- That there is a commitment to ensuring that the development achieves Net Zero carbon emissions, including the installation of solar panels on all buildings (secured by planning condition) and the provision of electric vehicle charging points for each home (secured by planning condition);
- A commitment on behalf of the application to plant trees and border planting in a manner that shields the visual impact of the development, and maintaining this vegetation in an acceptable manner for 10 years in a way that boosts biodiversity;
- Any funding provided for improvements to local services like healthcare and education is ring-fenced so that it is spent on facilities in Flitwick, with the possible exception of funding for Redborne Upper School;
- The Framework Travel Plan, including its funding and the provision of a Travel Plan Co-ordinator, be secured via a Section 106 Planning Agreement;
- Safety and capacity improvements to local junctions, especially the junction of High Street / The Avenue / Station Road / A5120 Railway Bridge, be identified and funding secured for their delivery in advance of the development taking place;
- A dedicated walking and cycling route, either through a improvements to footpaths and a segregated cycle track or through a shared use path, be provided from the site to the town centre;
- The planned contribution of 30% of housing units being affordable homes is secured through a planning obligation.



Flitwick Residents' Annual Survey 2024

Welcome to Flitwick Town Council's third annual Residents' Satisfaction Survey. We want to hear your views on living in Flitwick; the work of the Town Council and your Councillors, and the services and facilities it provides.

Although the Town Council is not directly responsible for dealing with some of the areas covered in this survey such as anti-social behaviour, we work closely with Central Bedfordshire Council and other agencies to highlight any issues, and to help resolve areas of concern.

Flitwick Town Council has a commitment to understanding the views, needs and wants of different members of our community. Information collected in the demographics section at the end of the survey will help the Council to deliver better services and make decisions based on evidence about the local population.

The survey is conducted annually and each year's results will be used to measure the Town Council's performance and the progress made.

Survey feedback will be presented in Spring 2024 and will be available through our social media channels and website. Paper copies will be also be available.

It should take approximately 5 minutes to complete. All responses are anonymous. The survey closes on Monday 8th April 2024. Thank you

Section

1. Overall, how satisfied or dissatisfied are you with Flitwick as a place to live *

- ☐ Very satisfied
- ☐ Fairly satisfied
- ☐ Neither satisfied nor dissatisfied
- ☐ Fairly dissatisfied
- ☐ Very dissatisfied

2. Overall, how satisfied or dissatisfied are you with the way Flitwick Town Council runs things? *

- ☐ Very satisfied
- ☐ Fairly satisfied
- ☐ Neither satisfied nor dissatisfied
- ☐ Fairly dissatisfied
- ☐ Very dissatisfied

3. To what extent do you agree or disagree that Flitwick Town Council provides value for money? *

- ☐ Strongly agree
- ☐ Tend to agree
- ☐ Neither agree or disagree
- ☐ Tend to disagree
- ☐ Strongly disagree

4. To what extent do you think Flitwick Town Council acts on the concerns of local residents? *

- ☐ A great deal
- ☐ A fair amount
- ☐ Not very much
- ☐ Not at all

5. Overall, how well informed do you think Flitwick Town Council keeps residents about the services and benefits it provides? *

- ☐ Very well informed
- ☐ Fairly well informed
- ☐ Not very well informed
- ☐ Not well informed at all

6. On balance, which of the following statements comes closest to how you feel about Flitwick Town Council *

- ☐ I speak positively of the council without being asked
- ☐ I speak positively of the council if I am asked about it
- ☐ I have no views one way or another
- ☐ I speak negatively about the council if I am asked about it
- ☐ I speak negatively about the council without being asked

7. How strongly do you feel you belong to the Flitwick area? *

- ☐ Very strongly
- ☐ Fairly strongly
- ☐ Not very strongly
- ☐ Not at all strongly

8. How safe or unsafe do you feel when outside in Flitwick after dark? *

- ☐ Very safe
- ☐ Fairly safe
- ☐ Neither safe nor unsafe
- ☐ Fairly unsafe
- ☐ Very unsafe

9. How safe or unsafe do you feel when outside in Flitwick during the day? *

- ☐ Very safe
- ☐ Fairly safe
- ☐ Neither safe nor unsafe
- ☐ Fairly unsafe
- ☐ Very unsafe

10. How much do you trust Flitwick Town Council? *

- ☐ A great deal
- ☐ A fair amount
- ☐ Not very much
- ☐ Not at all

11. How easy is it for you to contact a Flitwick Town Councillor? *

- ☐ Extremely easy
- ☐ Somewhat easy
- ☐ Neutral
- ☐ Quite difficult
- ☐ Difficult

12. Have you used any of the the following, provided by Flitwick Town Council, in the last 12 months... *

	Yes	No	Can't remember
Play Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Green Spaces (Millennium Park, Manor Park, planned Nature Park - Maulden Road)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Services and support for children and young people	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Services and support for older people	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council Community Events	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Rufus Centre	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Hub (Dunstable Road)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Rendezvous Café at the Rufus Centre	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The monthly Sunday Market in Flitwick Town Square	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. Would you like Flitwick Town Council to change the amount of resources they devote to the following...

*

	Provide far more resources	Provide more resources	Neither more or less	Provide less resources	Provide far less resources
Play Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Green Spaces (Millennium Park, Manor Park, planned Nature Park - Maulden Road)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Services and support for children and young people	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Services and support for older people	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community Events	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Development of The Rufus Centre for wider commercial and community use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Development of The Hub (Dunstable Road)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Development of the Rendezvous Café at The Rufus Centre	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Support for local organisations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

that provide
community
benefits



Support for
local
businesses



Supporting
the
development
of affordable
housing in
Flitwick



Implementin
g
Environmenta
l
improvement
s to Council
operations
and services



The
development
of 3 Station
Road (previously
Barclays Bank
building)



Support for
individuals,
families and
organisations
during the
'cost of living
crisis'



The
development
of specialist
Markets (e.g.
Farmers/Craft
/Vintage) in
Flitwick Town
Square



15. To what extent do you agree or disagree that Flitwick is a place where people from different ethnic backgrounds get on well together?
By getting on well together, we mean treating each other with respect.

*

- ☐ Definitely agree
- ☐ Tend to agree
- ☐ Neither agree nor disagree
- ☐ Tend to disagree
- ☐ Definitely disagree

16. To what extent would you agree or disagree that people in Flitwick pull together to improve the local area? *

- ☐ Definitely agree
- ☐ Tend to agree
- ☐ Neither agree nor disagree
- ☐ Tend to disagree
- ☐ Definitely disagree

17. Thinking about Flitwick, how much of a problem do you think each of the following are.... *

	A very big problem	A fairly big problem	Not a very big problem	Not a problem at all
a) Noisy neighbours or loud parties	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b) Rubbish or litter lying around	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c) Vandalism, graffiti and other deliberate damage to property or vehicles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d) People using or dealing drugs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e) People being drunk or rowdy in public places	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f) Groups hanging around the streets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g) Speeding traffic	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h) Poor parking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i) Dog fouling	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

18. Thinking specifically about the environment, what actions would you like to see Flitwick Town Council taking to make a difference in the local area?

19. Thinking about Flitwick Town Council's ownership of 3 Station Road, how do you think the area in front of it (Town Square) could be developed for the use and benefit of the town and local residents?

20. Are there any other comments that you would like Flitwick Town Council to be aware of?

21. What age group do you fit into from the following?

- ☐ Below 18
- ☐ 18 - 24
- ☐ 25 - 34
- ☐ 35 - 44
- ☐ 45 - 54
- ☐ 55 - 64
- ☐ 65 - 74
- ☐ Over 75

22. How would you describe your gender?

- ☐ Woman
- ☐ Man
- ☐ Non-binary
- ☐ Prefer not to say
- ☐ Other

23. What is your ethnic background? Choose from one option from the 5 sections below that best describes your ethnic group or background.

24. White

- ☐ English, Welsh, Scottish, Northern Irish or British
- ☐ Irish
- ☐ Gypsy or Irish Traveller
- ☐ Roma
- ☐ Other

25. Mixed or Multiple ethnic groups

- ☐ White and Black Caribbean
- ☐ White and Black African
- ☐ White and Asian
- ☐ Other

26. Asian or Asian British

- ☐ Indian
- ☐ Pakistani
- ☐ Bangladeshi
- ☐ Chinese
- ☐ Other

27. Black, Black British, Caribbean or African

- ☐ Caribbean
- ☐ African
- ☐ Other

28. Other ethnic group

- ☐ Arab
- ☐ Other

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Flitwick Town Council

Town Mayor's Allowance Policy

Statement of Policy

Flitwick Town Council is committed to accountability and transparency regarding all expenditure, including the Mayor's Allowance.

Background

Each May, the Town Council elects the Mayor for the coming year. This position entails increased responsibility with the Mayor representing Flitwick at various events throughout the County, hosting their own civic events and raising money for the Town Mayor's Chosen Charities. Each year, a budget is allocated to cover legitimate expenses incurred, which is known as the Mayor's Allowance.

Permitted expenditure

Section 15(5) of the Local Government Act (LGA) provides for town and parish councils to pay its mayor 'for the purposes of enabling him to meet the expenses of his office such allowance as the council think reasonable'.

Provisions made for the Mayor's Allowance in the LGA do not extend to the Deputy Mayor, who would be treated the same as any other councillor. However, it is acknowledged that the Deputy Mayor is likely to incur costs associated with officially representing the Mayor in their absence. In this case, they will be entitled to claim expenses.

It is recognised that the Mayor may be accompanied to many formal engagements by their spouse or partner.

The Mayor's Allowance is expected to fund expenses incurred in carrying out Mayoral duties and is used for the following:

- Travel Costs to and from events.
- Tickets for events, Town Mayor, and consort.
- Any gifts presented.
- Raffle/draw tickets (any prizes will become the property of the Town Council).
- Donations to charity, with or without attending events.
- Costs incurred in the process of raising money for the Mayor's Chosen Charities, including event costs and purchasing raffle prizes.
- Civic entertainment and refreshments, strictly limited to occasions where either external guests or residents are present.
- Reasonable clothing allowance for civic events, including clothing for the Mayor's Consort.
- Reasonable telephone, stationery, IT and printing costs.

Reasonable expenditure under the above headings represents legitimate expenditure, and the Mayor will be reimbursed on providing receipts where possible.

The Allowance paid under section 15(5) of the LGA 1972 will be subject to the usual tax and national insurance deductions if it is paid as a round lump sum allowance to ensure HMRC regulations are adhered to.

Flitwick Town Council has **RESOLVED** not to pay the Mayoral Allowance as a round lump sum. Any residual allowance unspent at the end of the Mayoral term will be returned to the general reserves.

If exceptionally, the Mayor's Allowance is entirely spent during the year of office, the Mayor may seek reimbursement of any excess expenditure from the ~~Business Services Committee~~ Council.

Amphill Parkway – A Narrative in brief 21-06-2023

Opening summary: ERTA and predecessors have long advocated a study and consideration of the merits for a new station within the vicinity of Amphill to serve the adjacent town which has and is growing and wider local areas, north-south and east-west.

Amphill – what's in a name: It is not just about 'Amphill' but the wider area stretching from Woburn in the west to Wrest Park in the east. M1-A1 via A507 corridors and B530 (Bedford-Amphill) and A5120 (Amphill-Flitwick-M1/Toddington Junction) and all in between. This represents a much wider area and currently only has Harlington and Flitwick Stations in a context of growth and wanting/demand for modal shift.

Population: In 2015 Amphill had an immediate population of 7500, but the wider cordon area was upwards of 70, 000 considering how many would turn to the A507 off the M1 and from the eastern side of Milton Keynes to get direct to the city for example than Euston and change. This in a context of incremental growth across the board including Wixams and associated clustered villages, Milton Keynes eastern side, Marston Vale (Bedford-Bletchley does east-west travel when operational) which tends to commute via Millbrook to Fordfield Road to Flitwick for Thameslink access. Other plans for expansion of development between A6/Pulloxhill and Amphill-Flitwick conjoined conurbations means Central Beds-wide impacts unless we ensure the rail links like east-west rails and access to stations are optimised now.

Principal Roads: M1, A507, B530, A5120, Flitwick Road (Amphill) and associated rat-run across country and affecting unwitting neighbourhoods.

What goes in, must come out: Amphill Parkway, serving a much wider area than just Amphill Town, would both deliver footfall and spend to the immediate area but also enable more capacity for wider travel and connectives.

Flitwick situation going forwards: Flitwick Station is the principal station. Amphill Parkway would complement that by creating more access to/from rail and capacity for parking, demand for integrated bus links and more choice for rail users, existing and new. Flitwick Station is partly in a valley and apart from high-sided walls, is land-locked with development which means a triple stack car park 'going up' is the only real solution in a context of growth. The town has one overbridge road with dual roundabout either side 'east' and 'west.' It gets congested and looks likely to get worse than better. Amphill would share the load and enable more by rail overall.

Wixams: It has been a long time but the new twin platform station on the slow lines – exact same model we wish for Amphill Parkway. Thameslink trains run at 4 per hour and stations can always be upgraded and expanded. It will mop up immediate Wixams and south Bedford, a combined approximate 36, 000 population but it is unlikely people will drive from north of Bedford or west of Bedford. Instead, people commuting to London tend to drive south for drive-time and to save money. That means a large and growing population like Marston Moretaine areas, will gravitate to Flitwick, Amphill could share that load.

Marston Vale: The current (absent!) Bedford-Bletchley rail link serves east-west, not north-south majoritively. Therefore, Ampthill would offer different services, different rails, and markets. The idea of conflict is bogus, and in walking and cycling terms, they could well feed each other enjoying what is left of the countryside.

MK and M1: Milton Keynes City seeks to develop east of its current borders and uses the A507 for Flitwick-based London commuting. Ampthill could stem that trend and check and balance future growth so more by rail can be achieved without the congestion, pollution, delays, waste, and time-cost of overloading everything onto Flitwick. Likewise, further-afield commuting to and from the Thameslink Rail Network off the M1-A507. Calls have been for this trunk road to be upgraded, but turning off at Fordfield Road for a western access to 100 parking spaces and foot-disabled access bridge to a new Ampthill Parkway ticket could restore balance, joy, and benefit many sustainably.

Leisure audiences: The access gateway Ampthill Parkway could be to a wider area for leisure purposes from visiting the town itself, weekend breaks, Centre Parcs a stone's throw and the wider interim areas between and including Woburn and Wrest Park, Ampthill Parklands and Flitwick Moors makes the areas the station would serve of interest. A circular connecting bus-link between Ampthill Parkway and the town centre and places like the Flying Horse at Clophill via Maulden could spread the visitor and spend potential and boost local bus interlinks/through ticketing to sustain buses which have faced cuts over recent years.

London weekend breaks: London 8 million plus people, 40 minutes Thameslink away, the area and location which hosts concerts, could have a new market dynamic appeal fuelling bed and breakfast jobs and spread and possibly hostelry for people walking and cycling across the Greensands arc of which Ampthill Parkway would be an integral location.

Centre Parcs: Large populous attraction would benefit customers and staff by a closer proximity station with Fordfield Road walking, cycling and bus access. The station and complex would boost each other and rail's share of the visitorship attraction.

Better Public Transport: Bus-Rail integration is key and serves a wider area than just town and train relationship.

Where we are at now:

Ampthill Town Council – write/email them! <https://www.ampthill-tc.gov.uk/contact>

Central Beds Council – write/email them! <https://www.centralbedfordshire.gov.uk/contact>

Access, parking and fields west-side – keeping option open amidst demand for development, makes a mockery of greenbelt claims as wistful thinking unless we buy into a station concept at the heart of a plan? Rejection of the station sits awkwardly in a context of growth. Ampthill Town Council seems hostile, but the gains seem to be under-estimated.

Timetable, TOC, Network Rail and wider rail context: These are quoted as hostile 'yet another stop, slowing end-to-end' down? Yet, that is what Thameslink does, feeds into faster principal services and destinations and distributes back to local places. Just one more station would be all of 5 minutes delay, consider the additional receipts such an audience could bring.

Costs: Soham Station is 8 coaches long and cost £20 million, so with a second platform and modest booking hall, coffee shop and toilets, £70 million could be around the sum, but that needs attesting and weighing as a medium to long-term investment.

Business Cases: ERTA is a lay people association which plants ideas and advocates them. We don't have the know-how or resources to commission or do complicated business cases. We welcome those so able and willing to volunteer to help us and put them together incrementally, to explore at least the positives and ideally show the objections a head-in-sand nimbyism which is in serious denial as the two towns encroach each other and conjoin development wise. The new station would put the Rufus Centre pivotally between the two stations, optimising potential and paying the bills for all in sustainable terms like conference scope for example.

Local support, buy-in and people-power for or against: Critically, ERTA and the station idea needs public support. Will you add your name to the call for:

- Land protection to retain the option and establish access off A507 to land-use car parking at the industrial estate for the new station and access from both sides of the main railway.
- Join ERTA and come to our tabled meetings as a starting point.
- Write/email asking for a study to look at what our narrative advocates and attest the merits and gains now and going forward with the status quo which is limited and inadequate?

25-Aug-2020

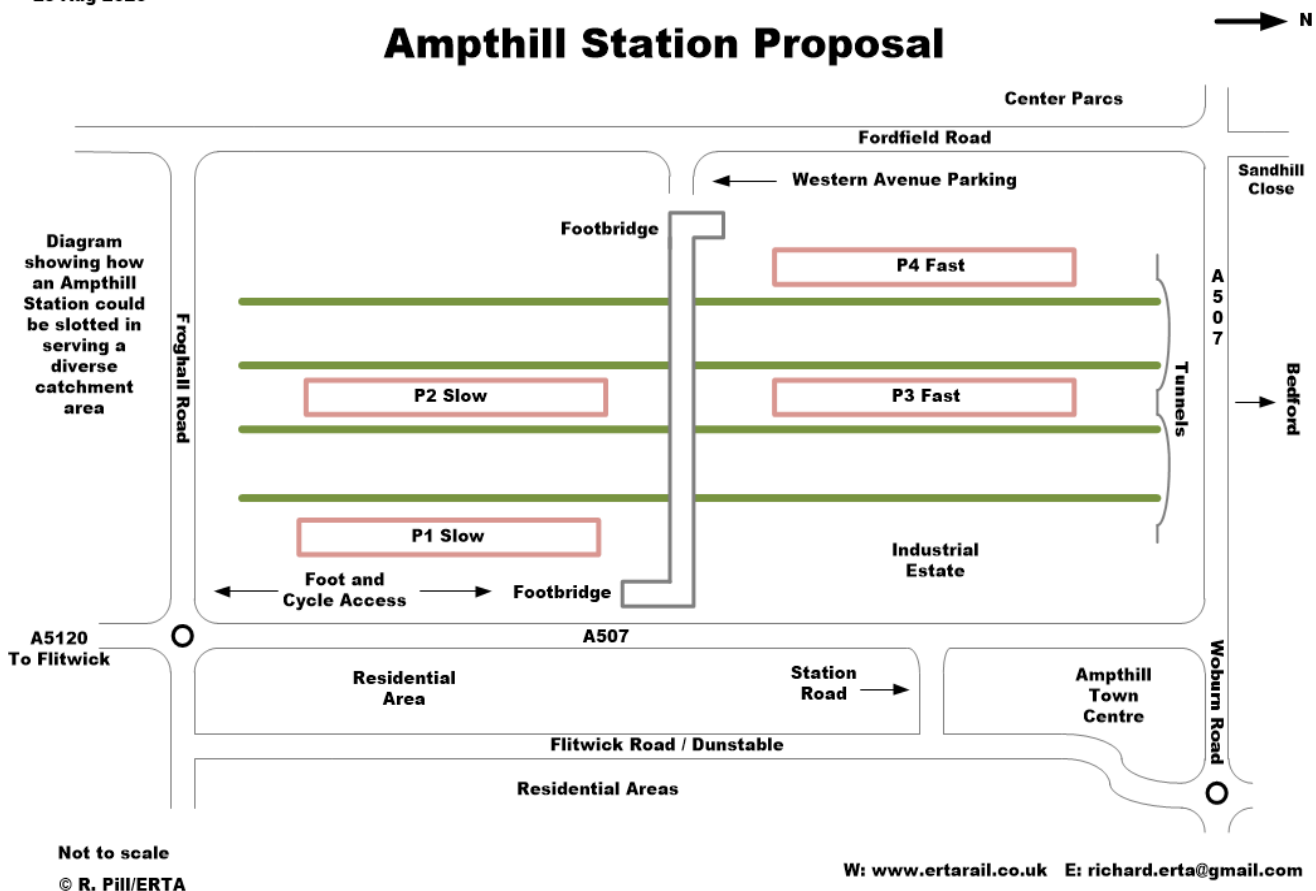


Diagram shows a rough idea of what the station layout could look like. However initially, only 2 platforms on the slower lines would be done and only if more demand existed would extra stops and platforms be envisaged. Thameslink Trains could be staggered to half-hourly for example as well. The study would look at these workings and benefits.

✂ _____
Please Join ERTA Help us help you! <https://ertarail.co.uk/become-a-member/>

Tick if a New Member: ☐ _____

Membership of ERTA costs £15 per annum. I/We wish to join ☐ _____

I/We wish to explore volunteering opportunities (optional) ☐ _____

Name (Please Print): _____

Address: _____

Postcode: _____

Tel/Mobile: _____ **Email** _____

I/We hereby give consent to our data being used and stored for the purposes of communication with ERTA and its purposes compliant with General Data Protection Regulation (GDPR) ☐ _____

Signed: _____ **Dated:** _____

Please send completed form and payment to ERTA: c/o

T. 07765977318 tony.houghton@keystonelaw.co.uk

Postal address is still 24c St Michaels Road, Bedford, MK40 2LT

Join our free email loop for news and views:

E. richard.erta@gmail.com and see our website.

	CURRENT Budget 2023/24			Year End PROJECTION 2023/24			PROPOSED Budget 2024/25		
	Income	Expend	Balance	Income	Expend	Balance	Income	Expend	Balance
COPRORATE (not inc Projs & Precept)	38,854	482,529	-443,675	39,660	481,547	-441,887	900	501,005	-500,105
BUSINESS	660,300	646,010	14,290	787,462	675,474	111,988	860,300	766,925	93,375
COMMUNITY	84,152	645,972	-561,820	65,529	575,262	-509,733	46,210	615,047	-568,837
FTC	783,306	1,774,511	-991,205	892,651	1,732,283	-839,632	907,410	1,882,977	-975,567

				CURRENT Year: 23/24			NEXT Year: 24/25		
				Budget	YTD (mth6)	Year End Projection	PROPOSE D Budget	£ +/-	% +/-
CORPORATE	101	Administration	Inc.	100	149	160	150	▲50	▲50%
			Exp.	311,468	128,501	293,027	324,695	▲13,227	▲4%
	102	Civic Expenses	Inc.	0	1,559	10,000	0		
			Exp.	13,700	2,514	22,320	12,420	▼1,280	▼9%
	103	Communications	Inc.	750	312	1,000	750		
			Exp.	13,000	4,690	10,500	16,390	▲3,390	▲26%
	106	3 Station Road	Inc.	38,000	19,000	28,500	0	▼38,000	▼100%
			Exp.	0	0	0	0		
	110	Projects & Grants	Inc.						
			Exp.						
BUSINESS	111	Precept, Interest & CCLA	Inc.						
			Exp.						
	422	Finance & HR	Inc.	4	0	0	0	▼04	▼100%
			Exp.	142,641	59,786	155,424	146,150	▲3,509	▲2%
COMMUNITY	601	Planning	Inc.	0	0	0	0		
			Exp.	1,720	139	276	1,350	▼370	▼22%
	420	Rendezvous	Inc.	280,000	259,787	347,083	397,500	▲117,500	▲42%
			Exp.	283,747	177,485	313,792	388,642	▲104,895	▲37%
	421	Rufus Centre	Inc.	380,300	321,995	440,379	462,800	▲82,500	▲22%
			Exp.	362,263	247,013	361,682	378,283	▲16,020	▲4%
	300	Core Services	Inc.	0	0	0	0		
			Exp.	448,790	208,749	378,388	404,312	▼44,478	▼10%
	301	Burial Grounds	Inc.	39,000	6,907	18,000	9,000	▼30,000	▼77%
			Exp.	1,650	228	900	900	▼750	▼45%
	302	Allotments	Inc.	4,500	717	4,500	4,500		
			Exp.	3,220	1,670	4,300	3,050	▼170	▼5%
	303	Local Amenities/Tractor Store	Inc.	7,500	5,689	6,689	1,100	▼6,400	▼85%
			Exp.	32,387	7,681	27,630	32,130	▼257	▼1%
	305	Play Areas	Inc.	2,850	1,500	1,500	1,500	▼1,350	▼47%
			Exp.	11,213	1,368	7,700	8,500	▼2,713	▼24%
	306	Street Lighting	Inc.	0	0	0	0		
			Exp.	4,500	2,930	7,500	9,000	▲4,500	▲100%
	311	Youth Hub / Activities	Inc.	15,500	17,453	17,500	16,000	▲500	▲3%

Projects and Grants managed through EMR (315) with no impact on revenue budgets.
Please refer to FTC Projects and Grants Review 2023-24 circulated as ITEM 12A (iv).

Figures to be inserted following Precept Request to CBC

	311	Youth Hub / Activities	Exp.	72,672	52,332	71,871	74,400	▲1,728	▲2%
			Inc.	7,520	11,974	7,970	6,900	▼620	▼8%
	312	Community Activities	Exp.	14,575	11,717	20,393	23,365	▲8,790	▲60%
			Inc.	7,282	9,070	9,370	7,210	▼72	▼1%
	313	Community Events	Exp.	56,965	23,744	56,580	59,390	▲2,425	▲4%

2024/25: Budget Adjustments Record

Date	Nominal Code	Comments to Budget Adjustments	Source	Version Applied
16-Nov-23	4001/300	Community Staffing Costs corrected to match 5% Forecast Establishment Figures	Finance Working Group	0.8
16-Nov-23	NEW/103	New Code for Living History Website change from £1,750 to £1,390	Finance Working Group	0.8
16-Nov-23	NEW/103	New Code for FTC Branding changed from £1k to £3k	Finance Working Group	0.8
16-Nov-23	4552/312	Tea Dance budgets moved back to Community and adjusted to figures provided by SE	Community Services Manager	0.8
16-Nov-23	4088/302	Allotment Portaloos budget set to Zero (funded by 24/25 EMR movements at Year End)	Community Services Committee	0.8
16-Nov-23	NEW/312	Community Recycle/Reuse budget set to £250	Community Services Committee	0.8
16-Nov-23	NEW/312	Defib Training budget of £500 added	Community Services Committee	0.8
16-Nov-23	NEW/312	Oral History Equipment Budget added to Community £500	Community Services Manager	0.8
16-Nov-23	4614/312	LGBTQ+ to be renamed to Proud AF and allocated £1,250	Community Services Committee	0.8
16-Nov-23	NEW/312	Youth LGBTQ+ added with budget of £2,500	Community Services Committee	0.8
16-Nov-23	4627/312	Flitwick Sunday Market budgets removed	Community Services Committee	0.8
16-Nov-23	4154/420	Rendezvous Events Expenditure of £1,500 added to match income budget for Fri Nights @ Rend	Business I & D Board	0.8
16-Nov-23	4015/421	Utility bills adjusted following Consultant report	Business & Facilities Manager	0.8
30-Nov-23	4051/300	FTC grants allowance set to £5k	Community Chair Meeting	0.9
30-Nov-23	1005/302	Note added: Surplus balance at year end to be transferred to Allotments EMR as per statutory requirements	Community Chair Meeting	0.9
30-Nov-23	4098/305	Skate Park lighting budget reduced to £500 to reflect 23/24 costs	Community Chair Meeting	0.9
30-Nov-23	1130/313	Older persons Christmas Lunch income figure increased to £2,200	Community Chair Meeting	0.9
30-Nov-23	4208/313	Note added: Expenditure budgeted as standalone FTC event without Street Food Heros Partnership	Community Chair Meeting	0.9
30-Nov-23	4213/313	Summer Programme reduced to £1k with note stating: provision for increased number of 'free of charge' actives	Community Chair Meeting	0.9
30-Nov-23	4132/311	Budget reduced to £2k to reflect current spending	Community Chair Meeting	0.9
30-Nov-23	4056/101	Budget increased to include Grammarly (x5) & Amazon Prime	Officer Monthly Finance Review	0.9
14-Dec-23	1024/420	No further bookings of Rendezvous so income projection reduced from £1k to YTD spend of £333	Business I & D Board	0.10
14-Dec-23	1026/420	Projected bar income increased from £33k to £35k to based on bookings forecast	Business I & D Board	0.10
14-Dec-23	1010/421	Projected income for Rufus Pitch Hire increased from £2.5k to YTD spend of £3,051	Business I & D Board	0.10
14-Dec-23	1019/421	Projected income for Rufus Equip Hire increased from £2k to £4,865 based on monthly forecast	Business I & D Board	0.10
14-Dec-23	1023/421	Projected income for Rufus Events increased from £6k to £7.5k based on planned events	Business I & D Board	0.10
14-Dec-23	1024/421	Projected income for Rufus Room Bookings increased from £140k to £147k based on monthly forecast	Business I & D Board	0.10
14-Dec-23	4014/421	Projected spend for Rufus casuals increased from £10k to £12k based on operation	Business I & D Board	0.10

14-Dec-23	4026/421	Projected spend for Rufus Equip Maintenance increased from £1k to £1,069 to reflect YTD spend	Business I & D Board	0.10
14-Dec-23	4078/421	Projected spend for Rufus planting reduced from £500 to £0 as no spend anticipated	Business I & D Board	0.10
14-Dec-23	4136/421	Projected spend for Rufus Pitch Maintenance reduced from £1k to £500 to reflect YTD spend	Business I & D Board	0.10
14-Dec-23	1026/421 & 4148/421	Bar Income and costs reviewed and projections adjusted based on month 8 figures alongside updated forecasting of bookings	Business I & D Board	0.10
14-Dec-23	1027/420 & 4147/420	Rendezvous Catering Income and Expenditure reviewed and projections adjusted based on month 8 figures alongside updated forecasting	Business I & D Board	0.10
14-Dec-23	1055/420 & 414141/420	Corporate and Functions Catering Income and Expenditure reviewed and projections adjusted based on month 8 figures alongside updated forecasting and bookings	Business I & D Board	0.10
14-Dec-23	1023/421 & 4142/421	Rufus Events Income and Expenditure reviewed and projections adjusted based on month 8 figures alongside updated forecasting and planned events	Business I & D Board	0.10
14-Dec-23	1020/421 & 4159/421	Functions Income and Expenditure reviewed and projections adjusted based on month 8 figures alongside updated forecasting and bookings	Business I & D Board	0.10
14-Dec-23	Business I&D Board Budgets	<p>Following members comments from the BI&D Meeting on 12/12/23, a complete review of the Business Budgets and projections has been completed by Officers.</p> <p>Officers included:</p> <ul style="list-style-type: none"> A review of previous year's performance A review of changes to the year to date performance (to the end of month 8) Up to date forecasting reports. <p>This review makes the following observations:</p> <ol style="list-style-type: none"> 1) Current Business performance reports show the YTD surplus at £157,685. 2) Following the review, the projected surplus figure for Business has now increased from £98,301 to £111,631 (+£13,330) 3) Up to date and accurate operational projected costing for Rufus Corporate Bookings are now applied to projections. 4) Rendezvous catering income projections include provision of seasonal downturn of business based on 22/23 performance. 5) The Rendezvous Cafe and Rufus Centre are now fully staff resulting in increased monthly staff costs when compared to periods of low staffing earlier in the current year. 6) The elevated use of casual staff is expected to continue through the Christmas period to cover booked events and cover staffing shortfalls due to sickness and absence for jury service. 	Business I & D Board	0.10
20-Dec-23	4040/101	£2.5K moved from 'IT Support' budget to new budget code for 'IT Hardware' following members agreement.	Town Council Meeting 19.12.23	1.0

2024/25: Budget Precept Demonstration

Supporting Figures for Initial Precept Implications

-975,567	Demonstration 1 (Precept Reduction, Zero Reserves)							Demonstration 2 (0%)						Demonstration 3 (+1%)								
	DRAFT Operational Budget	General Reserves Funds	Total Proposed Precept	+/- on current precept		Band D Increase Annually Monthly		DRAFT Operational Budget	General Reserves Funds	Total Proposed Precept	+/- on current precept		Band D Increase Annually Monthly		DRAFT Operational Budget	General Reserves Funds	Total Proposed Precept	+/- on current precept		Band D Increase Annually Monthly		
2023/24 Current Year Precept	1,001,205	975,567	0	975,567	-2.6%	-£25,638	£7.08	£0.59	975,567	25,638	1,001,205	0%	£0	£0.00	£0.00	975,567	35,651	1,011,218	1%	£10,013	£0.07	£0.01
	Demonstration 4 (+2%)							Demonstration 5 (+3%)						Demonstration 6 (+4%)								
	DRAFT Operational Budget	General Reserves Funds	Total Proposed Precept	+/- on current precept		Band D Increase Annually Monthly		DRAFT Operational Budget	General Reserves Funds	Total Proposed Precept	+/- on current precept		Band D Increase Annually Monthly		DRAFT Operational Budget	General Reserves Funds	Total Proposed Precept	+/- on current precept		Band D Increase Annually Monthly		
2023/24 Current Year Precept	1,001,205	975,567	45,663	1,021,230	2%	£20,025	£1.90	£0.16	975,567	55,675	1,031,242	3%	£30,037	£3.87	£0.32	975,567	65,686	1,041,253	4%	£40,048	£5.84	£0.49
	Demonstration 7 (+5%)							Demonstration 8 (+6%)														
	DRAFT Operational Budget	General Reserves Funds	Total Proposed Precept	+/- on current precept		Band D Increase Annually Monthly		DRAFT Operational Budget	General Reserves Funds	Total Proposed Precept	+/- on current precept		Band D Increase Annually Monthly									
2023/24 Current Year Precept	1,001,205	975,567	75,699	1,051,266	5%	£50,061	£7.81	£0.65	975,567	85,711	1,061,278	6%	£60,073	£9.78	£0.82							

ADMINISTRATION: 101			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Infl. Inc	Notes
			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-		
Income	1003	PHOTOCOPIES	150	97	100	139	150	150	▲50	▲50%		Increased to reflect 23/24 projections.
	1177	GRANTS RECEIVED	1,425	3,181	0	0	0	0				No budget required
	1191	MISC INCOME	0	173	0	10	10	0				No budget required
	Total Income (101)		1,575	3,451	100	149	160	150	▲50	▲50%		
Expenditure	4001	SALARIES AND WAGES	194,972	197,278	211,528	85,458	198,608	231,775	▲20,247	▲10%		24/25 Contingency included, please see establishment report
	4003	TRAVEL CLAIMS	250	9	0	22	60	100	▲100	▲100%		Budget created to reflect spend of Banking Parking Costs
	4004	KICKSTART TRAINEE COSTS	1,425	0	0	0	0	0				REMOVE - Kickstart Scheme no longer in place
	4009	HEALTH & SAFETY	500	402	500	0	500	0	▼500	▼100%		REMOVE: N/C combined to Finance & HR to match new Committee structure and SoD
	4011	Agency Staff	0	717	0	3,384	3,384	0				REMOVE - No spend anticipated IN 24/25
	4017	FTC Corporate Events	750	672	750	0	750	750				(£25 x per head x 30 staff)
	4020	POSTAGE	1,000	1,584	800	621	800	1,300	▲500	▲63%	✓	Annual charge for Royal Mail Collection 2ns class .75 x 4 books = £150 1st class 1.25 x 1 book = £62.50
	4021	PRINTING/STATIONERY	3,000	3,235	3,000	1,277	3,000	3,000				Name change to 'STATIONARY'
	4022	PHOTOCOPIER CONTRACT	7,000	6,324	5,000	1,074	2,200	2,700	▼2,300	▼46%	✓	Budget set for monthly copier costs @ £215 p/m
	4023	TELEPHONES	7,000	9,674	8,300	4,909	8,300	9,750	▲1,450	▲17%	✓	02, BT, ADSI, Three (23/24 all teams charges within 4040/101 IT Contract)
	4025	OFFICE & IT EQUIPMENT	4,000	1,381	2,500	355	2,500	3,000	▲500	▲20%		Provision for new staff laptops & contingency
	4026	EQUIP.MAINTENANCE	250		0	0	0	0				REMOVE - spend recorded under 4025/101
	4033	RECRUITMENT COSTS	1,000	0	1,000	5	5	0	▼1,000	▼100%		REMOVE - no longer required
	4040	IT SUPPORT	27,000	26,992	30,000	10,820	30,000	27,500	▼2,500	▼8%		Change name to IT CONTRACT - to include ALL Sharp costs Inc. Teams. 24/25 contract due renewal, estimated £2,500 p/m spend £2.5k moved from IT Support budget to create new budget (4048/101) for purchase of IT Hardware
	4056	LICENCES / MEMBERSHIPS	2,600	4,695	2,600	436	2,600	2,000	▼600	▼23%	✓	BATPC (£252 p/a + increase), SLCC (£458 p/a) + Radio License (£500 expires 2026) SL Also added SMT Grammarly x5 (£600) + Corporate Amazon Prime (£95)
	4058	BANK CHARGES	0	262	200	110	230	230	▲30	▲15%		Barclays Payflow Charges
	4059	SUNDRIES	500	194	500	241	500	500				Grammarly x3 @£50 each plus contingency
	4102	FTC Internal Rent	37,590	37,590	37,590	18,795	37,590	37,590				Internal Rent per Robinson & Hall 12/1/21
	4103	FTC Internal Hire	0	5,337	7,200	994	2,000	2,000	▼5,200	▼72%		Avg 23/24 spend at £167 p/m reflected in 24/25 budgets
	NEW (4048)	IT HARDWARE	0	0	0	0	0	2,500	▲2,500	▲100%		New budget for purchase of IT Hrdaware (laptops, printers etc). Budget drawn from IT Support 4041/101
	Total Expenditure (101)		288,837	296,346	311,468	128,501	293,027	324,695	▲13,227	▲4%		

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Infl. Inc	
CIVIC EXPENSES: 102			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-		Notes
Income	1143	CURRENT Yr - TM Charity Income	0	0	0	1,559	10,000	0				Budget not required - match with TM charity Expenses donated at year end
	1144	PAST Yr - TM Charity Income	0	1,634	0	0	0	0				No budget required
	Total Income (102)		0	1,634	0	1,559	10,000	0				
Expenditure	4035	REGALIA FUND	1,000	-61	1,000	428	1,000	1,000				No change
	4036	CIVIC SERVICE & EVENTS	600	446	600	220	600	800	▲200	▲33%		Increased supplier costs
	4103	FTC Internal Hire	0	881	600	45	620	620	▲20	▲3%		Avg 23/24 spend at £167 p/m reflected in 24/25 budgets plus Civic Reception Room Hire @ £530
	4107	PAST Yr - TM Charity Costs	0	2,231	0	45	100	0		▲100%		
	4143	CURRENT Yr - TM Charity Costs	0	10,023	0	252	10,000	0				Budget not required - match with TM charity Income donated at year end
	4209	TOWN MAYOR ALLNCE - P/YR	0	569	0	830	0	0				
	4210	TM Allowance & Civic Reception	4,000	3,431	4,000	347	4,000	4,000				No change
	4501	HONORARY CITIZENS	200	0	0	0						REMOVE - no longer required
	4502	ELECTIONS/BY ELECTIONS	6,000	0	7,500	347	6,000	6,000	▼1,500	▼20%		To reflect current activity
Total Expenditure (102)			11,800	7,497	13,700	2,514	22,320	12,420	▼1,280	▼9%		

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Infl. Inc	
COMMUNICATIONS: 103			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-		Notes
Income	1001	ADVERTISING INCOME	1,500	522	750	312	1,000	750				No Change
	1177	GRANTS RECEIVED	1,663	3,181	0	0						REMOVE - no longer required
	Total Income (103)		3,163	3,703	750	312	1,000	750				
Expenditure	4004	KICKSTART TRAINEE COSTS	1,663	0	0	0						REMOVE - no longer required
	4024	SOCIAL MEDIA SOFTWARE	1,200	0	500	0	500	500				Name change to MARKETING PLANNING SOFTWARE to reflect operational practice and new contract in 24/25
	4028	ADVERTISING / PROMOTIONS	1,000	50	500	0	500	500				Inc backdrop for Community / Canva £100
	4045	FLITWICK PAPERS COSTS	8,000	8,312	9,500	4,156	8,500	9,500				
	4046	WEBSITE / TICKETING SYSTEM	2,000	630	2,500	534	1,000	1,500	▼1,000	▼40%		Fasthost FTC Website Domain. Rename to WEBSITE MAINTENANCE
	NEW (4038)	LIVING HISTORY WEBSITE	0	0	0	0	0	1,390	▲1,390	▲100%		Prolateral Hosting charges (£240 p/a) FNS Maintenance Charges at £630 p/a and trails functionality at £520
	NEW (4042)	FTC BRANDING	0	0	0	0	0	3,000	▲3,000	▲100%		Incorporating FTC, Rufus, Hub & Rendezvous branding
Total Expenditure (103)			13,863	8,992	13,000	4,690	10,500	16,390	▲3,390	▲26%		

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Infl. Inc	
3 STATION ROAD BUILDING: 106			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-		Notes
Inc.	1022	RENT RECEIVABLE TENANTS	38,000	47,500	38,000	19,000	28,500	0	▼38,000	▼100%		24/25 refurbishment/unlikely to have tenants in situ
	1177	Grants Received	0	0	0	0	0	0				£91k capital grant UK Shared Property Fund
	Total Income (106)		38,000	47,500	38,000	19,000	28,500	0	▼38,000	▼100%		
Expenditure	4015	Utilities	0	0	0	0	0	0				Financial plan agreed - EMR to be created when required.
	4016	Business Rates	0	0	0	0	0	0				Financial plan agreed - EMR to be created when required.
	4132	Building Maintenance	0	0	0	0	0	0				Financial plan agreed - EMR to be created when required.
	4506	Legal & Professional Fees	0	0	0	0	0	0				Financial plan agreed - EMR to be created when required.
	NEW (4131)	Renovation Costs	0	0	0	0	0	0				Financial plan agreed - EMR to be created when required.
	Total Expenditure (103)		0	0	0	0	0	0				

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Infl. Inc	
PRECEPT, INTEREST & CCLA: 111			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-		Notes
Income	1176	PRECEPT RECEIVED	885,564	885,564	1,016,205	951,205	1,016,205					budget less RCF agreement
	1190	INTEREST RECEIVED	5,900	31,189	25,000	23,024	40,000					23/24 avg £3,800 per month for projection
	Total Income (111)		891,464	916,753	1,041,205	974,229	1,056,205	0				

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25				
PLANNING: 601			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-		Notes
Expend.	4103	FTC Internal Hire	0	612	720	139	276	350	▼370	▼51%		Budgeted for x6 meetings p/a at £46 per meeting
	4506	LEGAL & PROFESSIONAL FEES	5,000	-300	1,000	0	0	1,000				No change
	Total Expenditure (601)		5,000	312	1,720	139	276	1,350	▼370	▼22%		

FINANCE & HR: 422			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Infl. Inc	Notes
			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-		
Inc.	1029	Local Grounds Leases	40	-40	4	0	0	0	▼04	▼100%		No requirement for exchange of funds. Land value benefit on year end accounts
	Total Income (422)		40	-40	4	0	0	0	▼04	▼100%		
Expenditure	4009	HEALTH & SAFETY	2,000	1,074	0	0	0	4,000	▲4,000	▲100%		N/C combined to Finance & HR to match new Committee structure and SoD
	4010	SIMPLY HEALTH INSURANCE	3,500	5,247	6,500	2,652	5,500	6,000	▼500	▼8%		
	4025	OFFICE & IT EQUIPMENT	500	0	0	0						REMOVE - no longer required
	4027	AUDIT FEES - EXTERNAL	2,000	2,520	2,700	-2,520	2,100	2,300	▼400	▼15%	✓	Must be accrued at YE
	4029	INSURANCES	18,000	31,254	27,000	9,834	36,834	28,350	▲1,350	▲5%		Budget for 5% increase, based on not exceeding the claims vs loss ratio
	4039	HR SUPPORT	5,000	5,887	6,000	5,450	6,000	6,000				No change
	4041	PDQ SYSTEMS: 50/50 on 420/422	5,000	5,493	2,500	1,442	3,000	3,000	▲500	▲20%		Supplier costs increase
	4047	STAFF COURSES/TRAINING	6,000	4,718	4,000	1,747	4,000	7,000	▲3,000	▲75%		N/C combined to Finance & HR to match new Committee structure and SoD
	4053	PAYROLL SYSTEMS	2,000	478	2,000	913	2,000	2,000				
	4057	ACCOUNTS IT SOFTWARE	3,300	2,124	3,300	2,076	2,500	2,500	▼800	▼24%	✓	
	4061	LOAN CAPITAL PAID	64,630	64,630	56,105	27,985	56,105	45,000	▼11,105	▼20%		See loan summary
	4062	LOAN INTEREST PWLB	23,680	23,058	18,736	1,806	18,736	20,000	▲1,264	▲7%		
	4101	Town Clerk's Budget	1,500	1,157	0	0						REMOVE - no longer required
	4103	FTC Internal Hire	0	1,053	100	727	1,400	1,400	▲1,300	▲1300%		Avg 23/24 spend at £122 p/m reflected in 24/25 budgets
	4156	AUDIT FEES - INTERNAL	2,000	960	2,000	480	2,880	3,000	▲1,000	▲50%	✓	Increased service received by Internal Auditing in place of DCK
	4160	ACCOUNTANTS FEES	6,000	7,060	6,700	-1,375	5,800	5,000	▼1,700	▼25%		Name change to Accountancy Support (PS TAX, Rialtas)
	4506	LEGAL & PROFESSIONAL FEES	5,500	4,571	5,000	8,569	8,569	10,000	▲5,000	▲100%		
	NEW (4054)	Spot Bonus Awards	0	0	0	0	0	600	▲600	▲100%		New Budget
	Total Expenditure (422)		150,610	161,284	142,641	59,786	155,424	146,150	▲3,509	▲2%		

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
RENDEZVOUS: 420			Budget	Actual	Budget	YTD (mth8)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Income	1024	Room Bookings	5,000	1,483	1,000	333	333	1,000			No Change
	1026	BAR INCOME - Rendezvous	20,000	40,547	33,000	27,813	35,000	40,000	▲7,000	▲21%	
	1027	CATERING INCOME - Rendezvous	170,000	197,007	185,000	124,154	185,000	212,100	▲27,100	▲15%	Name change to RENDEZVOUS INCOME. Current year 23/24 = 80% of total income catering budget Next year 24/25 = 60% of total income catering budget
	1067	RENDEZVOUS Event Income	7,500	588	5,000	0	1,250	3,000	▼2,000	▼40%	Fri nights suspended for 23/24. Intention to reinstated for 24/25. 1 Event in Feb 23
	1155	Catering - Corp & Functions	600	86,914	56,000	107,487	125,500	106,050	▲50,050	▲89%	Name change to CORPORATE CATERING. Current year 23/24 = 20% of total income catering budget Next year 24/25 = 30% of total income catering budget Consideration in projections for actual bookings and predicted spending.
	NEW (1156)	FUNCTIONS CATERING	0	0	0	0	0	35,350	▲35,350		New Code to reflect operations Current year 23/24 = 20% of total income catering budget Next year 24/25 = 10% of total income catering budget
	Total Income (420)		203,100	326,539	280,000	259,787	347,083	397,500	▲117,500	▲42%	
Expenditure	4001	SALARIES AND WAGES	108,225	102,631	141,397	51,232	145,975	222,072	▲80,675	▲57%	
	4002	UNIFORM	250	423	800	779	800	800			
	4011	Agency Staff	0	0	0	5,520	12,000	0			REMOVE - No spend anticipated IN 24/25
	4014	CASUAL STAFF	0	13,574	3,600	9,997	15,000	8,400	▲4,800	▲133%	23/24 CASUAL STAFF SPLIT 50%/50% for Rufus vs Rendezvous 24/25 split to be applied 70% Rendezvous to 30% Rufus Total £1k p/m or £12k p/a
	4041	PDQ SYSTEMS: 50/50 on 420/422	0	36	2,500	3,000	3,000	3,000	▲500	▲20%	Increased Supplier costs & % usage
	4056	LICENCES / MEMBERSHIPS	100	0	100	2,046	150	200	▲100	▲100%	Bar License & Costco increase to reflect licenses in place
	4102	FTC Internal Rent	11,500	11,500	11,500	0	11,500	11,500			Internal Rent per Robinson & Hall 12/1/21
	4103	FTC Internal Hire	0	0	0	7,667	27	0			Budget only required if Friday Nights at Rendezvous (1067/420 & 4154/420) are reinstated
	4132	BUILDING MAINTENANCE	500	0	0	27	0	0			REMOVE - no longer active
	4138	EQUIPMENT	3,000		3,000	3,175	3,500	5,000	▲2,000	▲67%	23/24 operational costs; 24/25 increase for replacement crockery
	4140	MAINTENANCE CONTRACTS	2,500	1,076	3,500	3,186	3,500	7,200	▲3,700	▲106%	Increase following refview of contracts in place
	4141	Catering - Corp & Functions	0	0	20,000	19,666	27,000	33,000	▲13,000	▲65%	Name change to CORPORATE CATERING Current year 23/24 = 20% of total catering expend budget Next year 24/25 = 30% of total expenditure catering budget
	4147	CATERING EXP - Rendezvous	51,000	108,543	80,000	60,764	74,000	66,000	▼14,000	▼18%	Name change to RENDEZVOUS EXPENDITURE. Current year 23/24 = 80% of total catering expend budget Next year 24/25 = 60% of total expenditure catering budget
	4148	BAR EXP - Rendezvous	10,000	16,714	16,500	10,006	16,500	16,500			Supplier and costs reviewed to improve figures.
	4150	PROMOTIONS - ADVERTISING	2,000	0	0	0	0	1,630	▲1,630	▲100%	Treacle Factory 3/5th Rend (£630) 2/5th £420) rufus annual costs + +£1k Loyalty coffee cards + local advertising
	4154	RENDEZVOUS Event Expense	3,750	325	0	0	0	1,500		▲100%	Fri nights suspended for 23/24.
	4506	LEGAL & PROFESSIONAL FEES	840	840	850	420	840	840	▼10	▼1%	Stock Checker
	NEW (4144)	FUNCTIONS CATERING	0	0	0	0	0	11,000	▲11,000		New Code Current year 23/24 = 0% of total catering expend budget Next year 24/25 = 10% of total expenditure catering budget
	Total Expenditure (420)		193,665	255,662	283,747	177,485	313,792	388,642	▲104,895	▲37%	

RUFUS CENTRE: 421			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
			Budget	Actual	Budget	YTD (mth8)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Income	1010	Pitch Hire	4,000	3,584	2,500	3,051	3,051	2,500			Review anticipated for 24/25
	1019	HIRE OF EQUIPMENT	1,000	5,274	2,000	3,530	4,865	5,500	▲3,500	▲175%	Intended AV equipment improvements
	1020	FUNCTIONS INCOME - Rufus Centre	5,000	14,930	12,000	12,106	17,000	12,000			
	1022	RENT RECEIVABLE TENANTS	250,000	214,988	210,000	168,038	252,763	260,000	▲50,000	▲24%	
	1023	RUFUS Events Income	10,000	7,799	6,000	5,568	7,500	15,000	▲9,000	▲150%	Rufus Xmas, Silent Disco, Tea Dance,
	1024	Room Bookings	160,000	165,992	140,000	124,502	147,000	160,000	▲20,000	▲14%	Based on forecasting
	1025	Private Residential Flat	7,800	7,800	7,800	5,200	7,800	7,800			VAT on Maintenance removed
	1114	FORFEITED DEPOSITS	0	1,389	0	0	0	0			REMOVE - no longer active
	1191	MISC INCOME	0	50	0	0	400				REMOVE - no longer active
	Total Income (421)		437,800	421,806	380,300	321,995	440,379	462,800	▲82,500	▲22%	
Expenditure	4001	SALARIES AND WAGES	198,485	187,183	246,115	158,064	220,000	231,528	▼14,587	▼6%	
	4002	UNIFORM	250	275	300	343	343	300			
	4009	HEALTH & SAFETY	2,000	1,510	1,500	1,481	2,000	0	▼1,500	▼100%	REMOVE: N/C combined to Finance & HR to match new Committee structure and SoD
	4014	CASUAL STAFF	0	13,777	3,600	10,191	12,000	3,600			23/24 CASUAL STAFF SPLIT 50%/50% for Rufus vs Rendezvous 24/25 split to be applied 70% Rendezvous to 30% Rufus Total £1k p/m or £12k p/a
	4015	Utilities	36,000	37,226	41,550	21,957	41,550	36,000	▼5,550	▼13%	Following advice from Corporate Energy Analyst at Consultiv Utilities
	4016	BUSINESS RATES	33,800	33,313	35,000	20,873	35,000	38,500	▲1,000	▲10%	10% increase
	4026	EQUIP.MAINTENANCE	2,000	2,825	1,000	1,069	1,069	1,000			
	4040	IT SUPPORT	4,000	5,403	2,000	2,132	2,260	6,065	▲4,065	▲203%	NFS room bookings software moving to cloud based service
	4046	WEBSITE / TICKETING SYSTEM	0	346	300	230	290	3,000	▲2,700	▲900%	Prolateral @£20 monthly + Domain p/a @ £50, . Bonfire website improvements/incorporating ticketing & booking system if implemented £2k.
	4047	STAFF COURSES/TRAINING	4,000	2,371	4,000	599	4,000	0	▼4,000	▼100%	REMOVE: N/C combined to Finance & HR to match new Committee structure and SoD
	4056	LICENCES / MEMBERSHIPS	3,000	1,815	3,000	1,406	3,000	3,000			
	4078	Planting/Weeding	500	500	500	0	0	500			
	4102	FTC Internal Rent	-49,090	-49,090	-49,090	-32,727	-49,090	-49,090			Internal Rent per Robinson & Hall 12/1/21
	4103	FTC Internal Hire	-11,000	-16,604	-15,140	-12,313	-15,140	-18,720			Internal hire as reflection of 23/24 usage as per schedule
	4128	WASTE DISPOSAL	0	1,276	9,628	6,084	8,500	6,500	▼3,128	▼32%	Biffa
	4132	BUILDING MAINTENANCE	15,000	-3,522	16,000	12,998	16,000	25,000	▲9,000	▲56%	Operational costs and overdue repairs (e.g. roof)
	4134	CLEANING	19,000	21,265	28,000	23,800	35,100	33,100	▲5,100	▲18%	ICP £400 per month (renegotiated) = £4,800 supplies, Cleaners £28300
	4136	Rufus Field/Pitch Maint	1,000	997	1,000	452	500	1,000			
	4138	EQUIPMENT	5,000	4,394	5,000	1,080	5,000	7,000	▲2,000	▲40%	
	4140	MAINTENANCE CONTRACTS	20,000	23,079	10,500	10,531	15,000	18,000	▲7,500	▲71%	Increase following review of contracts in place
	4142	RUFUS Events Expense	2,000	8,961	5,000	5,279	6,500	12,500	▲7,500	▲150%	in conjunction with events income
	4150	PROMOTIONS - ADVERTISING	8,000	2,604	4,000	1,296	4,000	8,000	▲4,000	▲100%	24/25 Treacle Factory 3/5th Rend (£630) 2/5th £420) rufus annual costs. Rufus advertising, printed literature, funerals/weddings/conference. Room photography. Venue Directory, Business Expo, Canva, Wedding Finder directory. £3k to cover functions video & virtual tour (drone)

	4158	ROOM BOOKING COMMISSION CHRG	0	1,615	500	867	1,300	1,500	▲1,000	▲200%	
	4159	FUNCTIONS EXP - Rufus Centre	5,000	12,284	8,000	11,321	12,500	10,000	▲2,000	▲25%	
	Total Expenditure (421)		298,945	293,803	362,263	247,013	361,682	378,283	▲16,020	▲4%	

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
CORE SERVICES: 300			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Expenditure	4001	SALARIES AND WAGES	368,349	390,324	427,990	200,702	355,488	375,162	▼ 52,828	▼ 12%	
	4002	UNIFORM	500	623	700	145	700	600	▼ 100	▼ 14%	23/24 new staff member uniform
	4005	VEHICLE - MAINTENANCE	1,500	2,528	1,000	286	1,100	750	▼ 250	▼ 25%	Name change to Trucks Maintenance. 24/25
	4006	FUEL	6,500	3,593	4,000	1,486	3,500	3,500	▼ 500	▼ 13%	Reduced travel
	4008	Truck Insurance	2,200	2,642	3,000	370	3,000	3,000			No Change
	4009	HEALTH & SAFETY	400	380	1,500	0	1,000	0	▼ 1,500	▼ 100%	REMOVE: N/C combined to Finance & HR to match new Committee structure and SoD
	4051	GRANTS PERMITTED	10,000	8,700	0	-200	0	5,000	▲ 5,000		FTC Community Grants suspended 23/2 Reinstated for 24/25.
	4063	TRUCK REPAYMENTS	6,405	6,868	9,000	4,394	10,600	10,600	▲ 1,600	▲ 18%	New contract costs
	4103	FTC Internal Hire	0	2,778	1,600	1,566	3,000	3,000	▲ 1,400	▲ 88%	To reflect spending
	NEW	Town Centre CCTV (4064)	0	0	0	0	0	2,700	▲ 2,700	▲ 100%	CBC monitoring costs (£1k monitoring, £700 signal transmission, 2 x £250 relocation of camera, £500 call outs)
Total Expenditure (300)			395,854	418,436	448,790	208,749	378,388	404,312	▼ 44,478	▼ 10%	

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
BURIAL GROUNDS: 301			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Income	1004	BURIAL GROUNDS (No VAT)	15,000	28,172	30,000	5,825	15,000	7,000	▼ 23,000	▼ 77%	Reduced income budgets as BG almost full
	1013	CBC-CLOSED BURIAL GROUND	1,000		1,000	1,000	1,000	1,000			No Change
	1119	Burial Grounds Income Vatable	5,000	7,963	8,000	82	2,000	1,000	▼ 7,000	▼ 88%	Reduced income budgets as BG almost full
	Total Income (301)		21,000	36,135	39,000	6,907	18,000	9,000	▼ 30,000	▼ 77%	
Expenditure	4015	Utilities	150	105	150	43	150	150			No Change
	4068	Burial Ground NO VAT	500	95	500	95	250	250	▼ 250	▼ 50%	Reduced spending budget as BG almost full
	4069	Burial Ground Vatable	1,000	3,359	1,000	90	500	500	▼ 500	▼ 50%	Reduced spending budget as BG almost full
	Total Expenditure (301)		1,650	3,559	1,650	228	900	900	▼ 750	▼ 45%	

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
ALLOTMENTS: 302			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Inc.	1005	ALLOTMENT RENT	5,000	4,528	4,500	717	4,500	4,500			No change
	Total Income (302)		5,000	4,528	4,500	717	4,500	4,500			
Expenditure	4015	Utilities	350	716	700	328	700	700			No change
	4072	ALLOTMENTS/MAINTENANCE	2,000	939	2,000	614	2,000	2,000			No change
	4088	PORTALOO HIRE	5,000	295	0	570	1,250	0			No budget required - funded by EMR (324) transfer (£1,850)
	4103	FTC Internal Hire	483	294	520	158	350	350	▼ 170	▼ 33%	To reflect existing spending
	Total Expenditure (302)		7,833	2,244	3,220	1,670	4,300	3,050	▼ 170	▼ 5%	Surplus balance at year end to be transferred to Allotments EMR as per statutory requirements

LOCAL AMENITIES/TRACTOR STORE: 303			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Income	1002	Insurance Claims	0	15,003	0	0	0	0			REMOVE - no longer required
	1014	PHONE MAST INC (STATION RD)	5,333	5,500	5,500	4,500	5,500	1,100	▼4,400	▼80%	New lease
	1070	MANOR PARK (Rural Paymt Agent)	2,000	1,481	2,000	0	0	0	▼2,000	▼100%	REMOVE - no longer part of Environmental Stewardship Scheme
	1177	GRANTS RECEIVED	0	10,221	0	1,189	1,189	0			Budget not required
	Total Income (303)		7,333	32,205	7,500	5,689	6,689	1,100	▼6,400	▼85%	
Expenditure	4015	Utilities	0	621	1,822	242	500	2,000	▲178	▲10%	Supplier costs increase
	4078	Planting/Weeding	3,000	2,121	3,000	1,500	3,000	3,000			No change
	4084	PLANT & EQUIP-PURCHASE	2,500	6,707	2,500	18	2,500	2,500			No change
	4085	PLANT & EQUIP-MAINTENANCE	2,500	212	2,500	89	2,500	2,500			No change
	4110	TREE MAINTENANCE	3,000	2,795	3,000	0	3,000	3,000			No change
	4111	PITCH MAINTENANCE - Hinksley R	1,000	0	700	0	0	0	▼700	▼100%	REMOVE - no longer required
	4115	Grass Cutting (Flitwick)	750	0	500	0	0	0	▼500	▼100%	REMOVE - no longer required
	4116	Grass Cutting (CBC Charges)	4,000	3,668	0	0	0	0			REMOVE - no longer required
	4118	BINS AND SEATS	1,000	0	1,000	722	1,000	1,000			No change
	4128	WASTE DISPOSAL	6,300	5,197	6,065	3,935	7,000	7,000	▲935	▲15%	Increased supplier
	4132	BUILDING MAINTENANCE	1,500	5,465	1,500	774	1,500	1,500			No change
	4137	Water Dispenser Maintenance	0	0	300	0	300	300			No change
	4140	MAINTENANCE CONTRACTS	650	-357	0	0	830	830	▲830	▲100%	ACE (intruder alarm, emerg lights & fire extinguisher)
	4700	FLITWICK MANOR PARK	10,000	4,981	8,000	401	4,000	7,000	▼1,000	▼13%	Lack of staffing resources
	4701	Flit Valley Maintenance	500	0	500	0	500	500			No change
	4702	Flitwick Nature Park	0	197	1,000	0	1,000	1,000			No change
	Total Expenditure (303)		36,700	31,607	32,387	7,681	27,630	32,130	▼257	▼1%	

PLAY AREAS: 305			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Income	1012	Millennium Park Hire	1,000	1,458	1,500	1,500	1,500	1,500			No change
	1177	GRANTS RECEIVED	0	12,248	0	0	0	0		#DIV/0!	
	1180	COMMUTED SUMS RELEASED TO	1,350	1,350	1,350	0	0	0	▼1,350	▼100%	REMOVE - no longer required
	Total Income (305)		2,350	15,056	2,850	1,500	1,500	1,500	▼1,350	▼47%	
Expenditure	4075	PLAY AREA/REPAIRS & MAINT.	8,000	7,829	8,000	829	5,000	8,000			Lack of staffing resources
	4082	Millennium Park (Inc CCTV)	2,000	873	2,000	155	1,000	0	▼2,000	▼100%	Rename to The Hub CCTV and move to C/C 311. Camloc
	4122	CHANGING ROOMS - HINKSLEY	0	247	1,213	384	700	0	▼1,213	▼100%	Sea Cadets taking on changing rooms in 24/25
	NEW (4098)	Skate Park Lighting	0	0	0	0	1,000	500	▲500	▲100%	Installed 23/24 charges as overspend with budget set 24/25
	Total Expenditure (305)		10,000	8,949	11,213	1,368	7,700	8,500	▼2,713	▼24%	

STREET LIGHTING: 306			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Expend.	4096	Electricity - Street Lights	2,500	5,914	2,500	2,534	6,000	7,000	▲4,500	▲180%	Bring in line with supplier costs increase
	4097	Street Lighting Maintenance	2,000	261	2,000	396	1,500	2,000			No change
	4508	STREET LIGHTING	0	0	0	0	0	0			REMOVE - no longer required
	Total Expenditure (306)		4,500	6,175	4,500	2,930	7,500	9,000	▲4,500	▲100%	

			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
YOUTH HUB / ACTIVITIES: 311			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Income	1035	The Hub Hire	50	660	500	1,953	2,000	1,000	▲500	▲100%	
	1037	Under 18s Skate Competition	120	21	0	0					REMOVE - no longer required
	1041	YOUTH ACTIVITIES	15,000	15,000	15,000	15,000	15,000	15,000			No change
	1170	YOUTH PANEL	200	0	0	0					REMOVE - no longer required
	1177	GRANTS RECEIVED	0	500	0	500	500	0			No budget required
	1191	MISC INCOME	0	182	0	0					REMOVE - no longer required
	Total Income (311)		15,370	16,363	15,500	17,453	17,500	16,000	▲500	▲3%	
Expenditure	4001	SALARIES AND WAGES	2,000	1,172	0	0					REMOVE - no longer required
	4014	CASUAL STAFF	0	648	1,984	561	2,000	2,000	▲16	▲1%	
	4015	Utilities	2,300	4,076	3,100	907	3,000	3,000	▼100	▼3%	Avg £200 * 12
	4016	BUSINESS RATES	2,469	2,395	2,600	1,536	1,536	1,700	▼900	▼35%	Allow 10%
	4049	YOUTH ACTIVITIES	43,500	43,500	59,000	45,713	59,000	59,000			Dan Gaze Services contracted
	4050	Under 18s Skate Competition	710	108	0	0					REMOVE - no longer required
	4082	Youth Hub CCTV	0	0	0	0	0	1,000	▲1,000	▲100%	Renamed to The Hub CCTV and moved from C/C 305. Camloc
	4128	WASTE DISPOSAL	0	196	988	392	700	600	▼388	▼39%	Biffa charges at £50 per month *12
	4132	BUILDING MAINTENANCE	2,500	-103	3,000	1,423	3,000	2,000	▼1,000	▼33%	To reflect current spending
	4138	EQUIPMENT	1,000		1,000	490	1,000	1,000			
	4140	MAINTENANCE CONTRACTS	2,000	3,047	1,000	1,310	1,635	1,600	▲600	▲60%	to reflect supplier costs
	NEW (4052)	LGBTQ+ Youth Provision	0	0	0	0	0	2,500	▲2,500	▲100%	New budget confirmed
	Total Expenditure (311)		56,479	55,039	72,672	52,332	71,871	74,400	▲1,728	▲2%	

COMMUNITY ACTIVITIES: 312			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
			Budget	Actual	Budget	YTD (mth6)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Income	1031	FITNESS CIRCUITS CLASSES	0	0	0	938	938	0			No budget required for 23/24 (potentially grant funded)
	1036	Stitchers Donations	0	40	0	7	0	0			No Change
	1039	PAINTING CIRCLE	100	335	300	143	307	200	▼100	▼33%	
	1042	TEA DANCES	0	0	0	132	396	1,300	▲1,300	▲100%	
	1120	KEEP FIT / Dance Fitness	2,800	2,573	3,000	1,666	3,000	2,800	▼200	▼7%	
	1122	MENS CLUB	1,100	811	0	0					REMOVE - no longer required
	1129	Community Bingo	275	12	0	0					REMOVE - no longer required
	1146	OLDER PEOPLE - Events	500	0	0	0					REMOVE - no longer required
	1149	Flitwick Sunday Market	0	490	720	310	720	0	▼720	▼100%	
	1171	LUNCH CLUB	2,900	2,555	3,500	1,569	2,609	2,600	▼900	▼26%	Reduced entry costs
	1177	GRANTS RECEIVED	0	1,500	0	500	0	0			No budget required
	1181	COST OF LIVING MONIES REC'D	0	5,294	0	6,709	0	0			Potentially Grant Funded - no budget required
Total Income (312)			7,675	13,610	7,520	11,974	7,970	6,900	▼620	▼8%	
Expenditure	4103	FTC Internal Hire	0	5,649	4,400	5,612	11,000	11,000	▲6,600	▲150%	
	4552	TEA DANCE	0	0	0	170	340	870	▲870	▲100%	
	4553	PAINTING CIRCLE	10	0	30	0	100	100	▲70	▲233%	23/24 Project Costs
	4554	STITCHERS	140	138	195	0	195	195			No Change
	4556	OLDER PEOPLE - Events	2,150	0	0	0					REMOVE - no longer required
	4558	KEEP FIT / Dance Fitness	2,700	2,498	2,400	300	1,500	2,000	▼400	▼17%	No Village Hall costs for 23/24
	4606	Cost of Living Initiative	0	739	4,000	2,701	4,000	4,000			
	4612	MENS CLUB	1,100	566	0	0					REMOVE - no longer required
	4614	LGBTQ+ Initiative	0	2,599	0	0	0	1,250	▲1,250	▲100%	Rename to Proud AF
	4621	LUNCH CLUB	4,100	1,321	2,500	832	1,083	2,200	▼300	▼12%	Reduced costs
	4625	FORGET ME NOT GROUP	2,100	144	650	72	145	500	▼150	▼23%	£12 per month cakes plus speakers
	4626	RESIDENT DRIVEN PROJECT	5,000	0	0	0					REMOVE - no longer required
	4627	Flitwick Sunday Market	0	466	400	0	0	0	▼400	▼100%	
	4628	Flitwick Food Extra	1,500	55	0	0	0	0			REMOVE - no longer active
	4629	Fitness Circuit Classes	0	0	0	2,030	2,030	0			No budget required for 23/24 (grant funded)
	NEW (4613)	Recycle/Reuse	0	0	0	0	0	250	▲250	▲100%	New budget confirmed
	NEW (4616)	Community Defib Training	0	0	0	0	0	500	▲500	▲100%	New budget confirmed
	NEW (4617)	Oral History Equipment	0	0	0	0	0	500	▲500	▲100%	New budget confirmed
Total Expenditure (312)			18,800	14,175	14,575	11,717	20,393	23,365	▲8,790	▲60%	

COMMUNITY EVENTS: 313			LAST Year: 22/23		CURRENT Year: 23/24			NEXT Year: 24/25			Notes
			Budget	Actual	Budget	YTD (mth5)	Year End Projection	PROPOSED Budget	£ +/-	% +/-	
Income	1040	Skate Competition	200	0	0	0	0	0			No income
	1050	King's Coronation 2023	0	680	0	531	531	0			REMOVE - no longer active
	1127	Flitwick Fun Day	2,000	590	3,500	4,752	4,752	3,000	▼500	▼14%	Changes to stalls format
	1130	Christmas Lunch - OLDER People	1,000	1,979	1,800	1,168	1,800	2,200	▲400	▲22%	
	1142	Easter Egg Trail	0	0	480	407	407	500	▲20	▲4%	
	1164	Christmas Market RCCM	200	312	340	195	405	360	▲20	▲6%	
	1165	Christmas Lights EVENT	1,000	5,451	312	1,255	150	150	▼162	▼52%	reduced traders (review roll forward)
	1167	Christmas Market Trip	850	0	850	237	800	1,000	▲150	▲18%	Increased ticket costs
	1169	Summer Programme 23	0	0	0	525	525	0			Community Event
	1172	JUBILEE Event 2022	750	513	0	0					REMOVE - no longer active
	1191	MISC INCOME	0	18	0	0					REMOVE - no longer active
Total Income (313)			6,000	9,543	7,282	9,070	9,370	7,210	▼72	▼1%	
Expenditure	4043	REMEMBRANCE EVENT	1,200	1,112	1,700	120	700	700	▼1,000	▼59%	No PA equipment hire required
	4200	Christmas Lights Installation	16,500	15,342	18,975	0	18,975	19,475	▲500	▲3%	Lamps & Tubes contract to Jan 26
	4201	Christmas Market RCCM	360	86	475	0	300	300	▼175	▼37%	Reflect current costs
	4202	Christmas Market Trip	520	0	850	0	950	1,000	▲150	▲18%	
	4203	Festive Fun	250	0	0	0					REMOVE - no longer active
	4204	Flitwick Town Sq Christmas Tree	1,250	1,357	1,375	0	1,330	1,375			
	4205	Front Garden Competition	220	0	0	0					REMOVE - no longer active
	4206	Scarecrow Festival	100	94	240	90	240	240			
	4207	Fun Palace	150	0	150	0	0	150			Event cancelled for 23/24 - reinstate for 24/25
	4208	Skate Competition	900	899	2,200	1,486	1,475	2,300	▲100	▲5%	Increased costs. Expenditure budgeted as standalone FTC event without Street Food Heros Partnership
	4211	Easter Egg Trail	0	333	400	0	0	500	▲100	▲25%	23/24 grant funded achieved
	4213	Summer Programme 23	0	0	0	559	559	1,000	▲1,000	▲100%	provision for increased number of 'free of charge' activities
	4540	Christmas Lights EVENT	5,400	6,394	6,000	371	6,250	6,250	▲250	▲4%	Increase to include event insurances
	4551	Flitwick Fun Day	20,000	20,556	20,000	21,026	21,026	21,000	▲1,000	▲5%	Increase in supplier costs
	4615	King's Coronation 2023	0	0	0	175	175				REMOVE - no longer active
	4618	COMMUNITY Events Expense	2,000	1,455	2,000	-83	2,000	2,500	▲500	▲25%	Inc Community Outreach Works
	4620	YOUTH PANEL	700	0	0	0					REMOVE - no longer active
	4622	JUBILEE Event 2022	2,000	2,638	0	0					REMOVE - no longer active
	4623	Christmas Lunch - OLDER PEOPLE	0	868	2,600	0	2,600	2,600			No Change
Total Expenditure (313)			51,550	51,134	56,965	23,744	56,580	59,390	▲2,425	▲4%	



FLITWICK TOWN COUNCIL

DRAFT General Reserves Policy

1. Purpose

The Joint Panel on Accountability & Governance (JPAG) published in March 2023, considers the General Reserve of an authority to comprise 'its cash flow and contingency funds to cover unexpected inflation, unforeseen events, and unusual circumstances.'

This policy will guide Members and Officers to implement appropriate processes to ensure that funds will be available should such circumstances occur, and to protect the Council's financial position and service delivery.

2. Financial Position

The Council qualifies as a 'Super Council' since its Precept exceeds £1m. In usual circumstances, in addition to the significant self-generated income of the Rufus Centre business, the Council holds substantial funds year on year.

To follow JPAG's advice, the Council should consider 'situations that may lead to a loss in revenue as well as increased costs and adapt their reserves accordingly.' The event of an unexpected loss of revenue from the Rufus Centre business, or 3 Station Road once tenanted, should, therefore, be factored in when considering how much funding should be kept in reserves.

3. Reserves Accounting

It is good practice to assess the Council's funds and where they are held regularly, and as a minimum, six months of net revenue expenditure should be ringfenced at the end of September (month 6) and year-end. These funds (half of the Precept value - £500k) can be held as an Earmarked Reserve (EMR) with a heading of 'do not spend,' indicating to Members and auditors that the Council has adequate contingency funds. At other times during the year, there is no requirement to keep that level of funds earmarked as a contingency, and there is scope to move all funds other than what is required for cash flow in the business reserve account to the CCLA Public Sector Deposit Fund.

The Finance Scrutiny Working Group (FSWG) and the Council will see a monthly balance sheet showing current balances for General Reserves and EMRs. Bank reconciliations will be presented to the FSWG monthly, showing current and business reserve account balances.

Officers will prioritise securing the maximum interest rate using the CCLA Public Sector Deposit Fund to ensure the best value for money. For this reason, surplus funds will be transferred to CCLA at the earliest convenience, and Officers will proactively draw from the CCLA account monthly to pay large invoices, direct debit bills, and salaries. This gives adequate resilience to ensure the Council bank account is not overdrawn and that bills are paid on time. The business reserve account will hold 1.5 months (£120k) of net expenditure at this time, but it will hold less than this at other times during the month.

Officers will proactively align direct debit payments to the same timeframe where possible to keep CCLA movements minimal.

4. Year End

The Council will make necessary resolutions at year-end relating to funds being moved to the General Reserves EMR and any Rufus Centre business surplus funds to its own EMR to fund the building's capital program for improvements.

To follow best practices, funds will not be taken from the General Reserves to supplement revenue budget overspends. Instead, Officers will seek approval from the Council to overspend on revenue budgets where necessary. Movements from General Reserves to account for overspends will be done at year-end.

5. Capital Projects

If the Council resolves to fund a necessary major capital project with General Reserves, a strategy for recouping the reserves will be developed. Officers will develop this plan in conjunction with Members of the FSWG for adoption by the Council.

6. Responsibility

The RFO will be responsible for ensuring this policy is followed.

7. Review

As identified in the JPAG document, EMRs 'must be held for genuine and identifiable projects, and their level should be subject to regular review and justification (at least annually and at budget setting) and should be separately identified and enumerated.'

This policy will be reviewed annually.

Flitwick Town Council Financial Summary 23/24

01 April to 31 December 2023

	YTD Income	Income Budget	% Budget Achieved		YTD Expenditure	Expenditure Budget	% Budget Spent
Finance & General Purposes	£ 1,129,923	£ 1,080,059	105%		£ 480,574	£ 532,529	90%
Business Improvement & Development Board	£ 650,887	£ 660,300	99%		£ 495,610	£ 646,010	77%
Community Services	£ 75,928	£ 84,152	90%		£ 453,893	£ 645,972	70%
Whole Business	£ 1,856,738	£ 1,824,511	102%		£ 1,430,077	£ 1,824,511	78%

TOLERANCES: spend against budget		
Income	0% to 24%	RED
	25% to 74%	AMBER
	75% to 100%+	GREEN
Expenditure	0% to 74%	GREEN
	75% to 99%	AMBER
	100%	BLACK
	101%+	RED

Accepted budget variance 15% (or £100)

Investments 23/24

CCLA Summary Year to Date	
(230, 1190/111)	
Account balance:	£ 1,302,000
Cumulative Dividends:	£ 40,403

2023/24 PWLB Loans Report

Loan Ref	Loan Purpose	Total Loan	Interest Rate	1st Repayment	Capital Paid 23/24		Interest Paid 23/24		Final Repayment	Balance O/S to 31st March 24
					Amount	Date	Amount	Date		
PW480459	Land Purchase	£ 289,000	6.25%	July 2009	£ 9,615.39	31-Jul-23	£ 600.95	31-Jul-23	July 2024	£ 9,915.58
PW488637	Manor Park	£ 240,000	4.80%	July 2009	£ 6,000.00	31-Jul-23	£ 1,728.00	31-Jul-23	July 2029	£ 66,000.00
PW412743	Purchase 3 Station Road	£ 800,000	2.19%	April 2022	£ 12,369.50	05-Apr-23	£ 8,493.49	05-Apr-23	April 2047	£ 763,291.99
					£ 12,504.94	05-Oct-23	£ 8,358.05	05-Oct-23		
		£ 1,329,000			£ 40,490		£ 19,180			£ 839,208

08/01/2024

Flitwick Town Council Current Year

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Balance Sheet as at 31st December 2023

31st March 2023		31st March 2024		
Net Value	Fixed Assets	Cost of Asset	Depreciation	Net Value
0		0	0	0
	Long Term Assets			
0			0	
	0			0
	Current Assets			
47,898	DEBTORS	32,675		
8,151	BURIAL GROUND & CEMETRIES	599		
42,906	PREPAYMENTS	0		
0	Mthly Business Prepays	13,466		
0	PrePayment for Land Sale	40,828		
3,204	Bank Interest Accrued	0		
2,500	Bar Stock	3,445		
4,500	Rendezvous Foodstuffs Stock	4,954		
1,500	GRANT DEBTORS	0		
28,716	GRANT DEBTORS CAPITAL	0		
5,317	Current Bank Ac Barclays 009	5,000		
169,934	Barclays Business Reserve 106	121,279		
1,411	PDQ Account	33,390		
400	Petty Cash Control	400		
400	Float - Main Safe	400		
400	Float - Cafe Safe	400		
15	Float - Reception Safe	15		
0	Float - Cafe Till Drawer	80		
853,000	CCLA PSDF Account	1,302,000		
0	CREDITORS	2,423		
1,170,252			1,561,354	
	1,170,252 Total Assets			1,561,354
	Current Liabilities			
1,195	DEBTORS CNTRL-FUNCTIONS	2,055		
1,803	VAT DUE/REPAYABLE	11,571		
5,806	CREDITORS	0		
9,016	ACCRUAL - LOAN INTEREST	0		
18,584	ACCRUALS	0		

08/01/2024

Flitwick Town Council Current Year

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Balance Sheet as at 31st December 2023

31st March 2023		31st March 2024	
13,737	PAYE/NI DUE	16,632	
16,753	LGPS Pension Control	10,898	
0	NEST Pension Control	4,605	
6,335	INCOME IN ADVANCE	0	
6,983	TM Income to be donated	0	
41,425	RENT DEPOSITS	43,665	
3,346	Barclaycard Year End balance	0	
124,984		89,426	
1,045,268	Total Assets Less Current Liabilities	1,471,928	
	Long Term Liabilities		
0		0	
1,045,268	Total Assets Less Long Term Liabilities	1,471,928	
	Represented By		
718,139	GENERAL RESERVE	1,141,345	
29,000	EMR Youth Provision	29,000	
5,000	EMR Community Involvement	5,000	
202,062	Central Project Fund	170,271	
3,704	EMR Election Costs	3,704	
22,641	EMR Allotments	22,641	
5,294	EMR Cost of Living	12,003	
0	EMR Steppingley Rd Legal Fees	57,050	
500	EMR Youth HUB	500	
15,814	EMR Community Events	15,814	
28,514	Capital Financing Reserve	(0)	
14,600	Capital Receipts Reserve	14,600	
1,045,268		1,471,928	

The above statement represents fairly the financial position of the authority as at 31st December 2023 and reflects its Income and Expenditure during the year.

Signed :

Chairman

Date : _____

Signed :

Responsible

Financial

Date : _____

Receipts for Month 9				Nominal Ledger Analysis			
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount Transaction Detail
	Balance Brought Fwd :	5,000.00					5,000.00
	Banked: 04/12/2023	2,625.30					
	Sales Recpts Page 12634	2,625.30	2,625.30		104		Sales Recpts Page 12634
	Banked: 04/12/2023	854.70					
	Sales Recpts Page 12635	854.70	854.70		101		Sales Recpts Page 12635
	Banked: 04/12/2023	489.40					
	Sales Recpts Page 12636	489.40	489.40		101		Sales Recpts Page 12636
	Banked: 04/12/2023	881.80					
	Sales Recpts Page 12637	881.80	881.80		101		Sales Recpts Page 12637
	Banked: 04/12/2023	646.70					
	Sales Recpts Page 12638	646.70	646.70		101		Sales Recpts Page 12638
	Banked: 04/12/2023	48.00					
	Sales Recpts Page 12639	48.00	48.00		101		Sales Recpts Page 12639
	Banked: 04/12/2023	1,000.00					
	Sales Recpts Page 12640	1,000.00	1,000.00		101		Sales Recpts Page 12640
	Banked: 04/12/2023	646.70					
	Sales Recpts Page 12641	646.70	646.70		101		Sales Recpts Page 12641
	Banked: 04/12/2023	2,463.50					
	Sales Recpts Page 12642	2,463.50	2,463.50		101		Sales Recpts Page 12642
	Banked: 05/12/2023	7.20					
	Sales Recpts Page 12643	7.20	7.20		101		Sales Recpts Page 12643
	Banked: 05/12/2023	1,014.00					
	Sales Recpts Page 12644	1,014.00	1,014.00		101		Sales Recpts Page 12644
	Banked: 05/12/2023	1,133.60					
	Sales Recpts Page 12645	1,133.60	1,133.60		101		Sales Recpts Page 12645
	Banked: 05/12/2023	30.00					
	Sales Recpts Page 12646	30.00	30.00		101		Sales Recpts Page 12646
	Banked: 05/12/2023	44.00					
	Sales Recpts Page 12647	44.00	44.00		101		Sales Recpts Page 12647
	Banked: 06/12/2023	607.50					
	Sales Recpts Page 12648	607.50	607.50		101		Sales Recpts Page 12648
	Banked: 06/12/2023	2,392.12					
	GBS Rural Payments Agency	2,392.12			1070	303	2,392.12 GBS Rural Payments Agency
	Banked: 07/12/2023	25,000.00					
Manual	BUSINESS RESERVE (106)	25,000.00			202		25,000.00 PER03 Inv Payment
	Banked: 07/12/2023	490.80					
	Sales Recpts Page 12649	490.80	490.80		101		Sales Recpts Page 12649

Receipts for Month 9				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked: 07/12/2023	96.00						
	Sales Recpts Page 12650	96.00	96.00		101			Sales Recpts Page 12650
	Banked: 07/12/2023	979.84						
	Sales Recpts Page 12651	979.84	979.84		101			Sales Recpts Page 12651
	Banked: 07/12/2023	108.00						
	Sales Recpts Page 12652	108.00	108.00		101			Sales Recpts Page 12652
	Banked: 07/12/2023	67.01						
	EventBright	75.00			1143	102	75.00	x3 Wine Tasting Tickets
	EventBright Listing Fees	-7.99			4210	102	-7.99	TM Wine Tasting Event
	Banked: 08/12/2023	45,000.00						
Manual	BUSINESS RESERVE (106)	45,000.00			202		45,000.00	Pens/NIC/PAYE Payments
	Banked: 08/12/2023	420.00						
	Sales Recpts Page 12653	420.00	420.00		101			Sales Recpts Page 12653
	Banked: 08/12/2023	3,037.50						
	Sales Recpts Page 12654	3,037.50	3,037.50		101			Sales Recpts Page 12654
	Banked: 08/12/2023	240.00						
	Sales Recpts Page 12655	240.00	240.00		101			Sales Recpts Page 12655
	Banked: 08/12/2023	51.06						
	Amphill Metal Company	51.06		8.51	1191	303	42.55	Mixed Metal Scrapped
	Banked: 11/12/2023	4,544.28						
AUTO	BUSINESS RESERVE (106)	4,544.28			202		4,544.28	Auto Transfer
	Banked: 11/12/2023	207.00						
	Sales Recpts Page 12656	207.00	207.00		101			Sales Recpts Page 12656
	Banked: 11/12/2023	27.60						
	Sales Recpts Page 12657	27.60	27.60		101			Sales Recpts Page 12657
	Banked: 11/12/2023	734.90						
	Sales Recpts Page 12658	734.90	734.90		101			Sales Recpts Page 12658
	Banked: 12/12/2023	-275.00						
	Sheree Smith	-275.00	-275.00		103			Sales Recpts Page 12632
	Banked: 12/12/2023	-250.00						
	Anne Foley (2FOL)	-250.00	-250.00		103			Sales Recpts Page 12633
	Banked: 12/12/2023	30,000.00						
Manual	BUSINESS RESERVE (106)	30,000.00			202		30,000.00	NIC & CB Payments
	Banked: 12/12/2023	1,459.20						
	Sales Recpts Page 12659	1,459.20	1,459.20		101			Sales Recpts Page 12659
	Banked: 12/12/2023	290.00						

Receipts for Month 9				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Sales Recpts Page 12699	290.00	290.00		101			Sales Recpts Page 12699
	Banked: 12/12/2023	-10.00						
	Sales Recpts Page 12700	-10.00	-10.00		101			Sales Recpts Page 12700
	Banked: 12/12/2023	-290.00						
	Sales Recpts Page 12702	-290.00	-290.00		101			Sales Recpts Page 12702
	Banked: 12/12/2023	-290.00						
	Sales Recpts Page 12703	-290.00	-290.00		101			Sales Recpts Page 12703
	Banked: 13/12/2023	199.00						
	Sales Recpts Page 12696	199.00	334.00		101			Sales Recpts Page 12696
			-135.00		103			Sales Recpts Page 12696
	Banked: 14/12/2023	701.40						
	Sales Recpts Page 12660	701.40	701.40		101			Sales Recpts Page 12660
	Banked: 14/12/2023	1,428.00						
	Sales Recpts Page 12661	1,428.00	1,428.00		101			Sales Recpts Page 12661
	Banked: 14/12/2023	777.00						
	Sales Recpts Page 12662	777.00	777.00		101			Sales Recpts Page 12662
	Banked: 14/12/2023	489.41						
	Sales Recpts Page 12663	489.41	489.41		101			Sales Recpts Page 12663
	Banked: 14/12/2023	990.00						
	EventBright Xmas Party	990.00		165.00	1023	421	825.00	Christmas Party Night Tickets
	Banked: 15/12/2023	37,325.65						
AUTO	BUSINESS RESERVE (106)	37,325.65			202		37,325.65	Auto Transfer
	Banked: 15/12/2023	6,025.74						
	Sales Recpts Page 12664	6,025.74	6,025.74		104			Sales Recpts Page 12664
	Banked: 15/12/2023	84.00						
	Sales Recpts Page 12665	84.00	84.00		101			Sales Recpts Page 12665
	Banked: 15/12/2023	8,336.80						
	Sales Recpts Page 12666	8,336.80	8,336.80		101			Sales Recpts Page 12666
	Banked: 15/12/2023	688.00						
	Eventbright Family Xmas Party	688.00		114.67	1023	421	573.33	Family Christmas Party Tickets
	Banked: 18/12/2023	47.26						
AUTO	BUSINESS RESERVE (106)	47.26			202		47.26	Auto Transfer
	Banked: 18/12/2023	601.20						
	Sales Recpts Page 12667	601.20	601.20		101			Sales Recpts Page 12667
	Banked: 18/12/2023	480.00						
	Sales Recpts Page 12668	480.00	480.00		101			Sales Recpts Page 12668

Receipts for Month 9				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked: 18/12/2023	135.00						
	Sales Recpts Page 12669	135.00	135.00		101			Sales Recpts Page 12669
	Banked: 19/12/2023	702.00						
	Sales Recpts Page 12670	702.00	702.00		101			Sales Recpts Page 12670
201746	Banked: 19/12/2023	4,133.01						
201746	TM Donation Pots Apr-Nov	65.22			1143	102	65.22	TM Donation Pots Apr-Nov
201746	Alloments	41.50			1005	302	41.50	Allotment
201746	Over 60s Lunch	7.50			1171	312	7.50	Over 60s Lunch
201746	TM Charity Calendar	30.00			1143	102	30.00	TM Charity Calendar
201746	Tea & Coffee Donations	33.64			1155	420	33.64	Tea & Coffee Donations
201746	Photocopying Donations	3.75			1003	101	3.75	Photocopying Donations
201746	Chocolate Selection Boxes	13.00		2.17	1165	313	10.83	Chocolate Selection Boxes
201746	Cafe (28-30 Nov 23)	281.14		46.86	1027	420	234.28	Cafe (28-30 Nov 23)
201746	Cafe (01-10 Dec 23)	1,025.81		170.97	1027	420	854.84	Cafe (01-10 Dec 23)
201746	Cafe (11-13 Dec 23)	289.40		48.23	1027	420	241.17	Cafe (11-13 Dec 23)
201746	Cafe (14-16 Dec 23)	313.13		52.19	1027	420	260.94	Cafe (14-16 Dec 23)
201746	Bar Takings (16/12/23)	251.20		41.87	1026	420	209.33	Bar Takings (16/12/23)
201746	Bar Takings (1-8-9 Dec 23)	490.35		81.72	1026	420	408.63	Bar Takings (1-8-9 Dec 23)
201746	TM Charity Calendars	24.00			1143	102	24.00	TM Charity Calendars
201746	TM Charity Donations	5.00			1143	102	5.00	TM Charity Donations
201746	Chocolate Selection Boxes	60.00			1165	313	60.00	Chocolate Selection Boxes
201746	TM Quiz Over 60s Lunch	530.00			1143	102	530.00	TM Quiz Over 60s Lunch
201746	Cafe (18/12/23)	118.67		19.78	1027	420	98.89	Cafe (18/12/23)
201746	Soul & Motown	15.00		2.50	1023	421	12.50	Soul & Motown
201746	Allotments Chq 80009)	27.70			1005	302	27.70	Allotments Chq 80009)
201746	Tea Dance Entry	249.00		41.50	1042	312	207.50	Tea Dance Entry
201746	Tesco Refund Mulled Wine	258.00			4143	102	258.00	Tesco Refund Mulled Wine
201746	Banked: 19/12/2023	-0.10						
201746	Input Adjustment	-0.10		-0.02	1027	420	-0.08	Input Adjustment
	Banked: 20/12/2023	2,374.20						
	Sales Recpts Page 12671	2,374.20	2,374.20		101			Sales Recpts Page 12671
	Banked: 20/12/2023	486.92						
	Sales Recpts Page 12672	486.92	486.92		101			Sales Recpts Page 12672
	Banked: 20/12/2023	883.20						
	Sales Recpts Page 12673	883.20	883.20		101			Sales Recpts Page 12673
	Banked: 20/12/2023	250.00						
	Sales Recpts Page 12695	250.00	250.00		101			Sales Recpts Page 12695
	Banked: 21/12/2023	120,000.00						
Manual	BUSINESS RESERVE (106)	120,000.00			202		120,000.00	Payment Run
	Banked: 21/12/2023	1,034.40						
	Sales Recpts Page 12674	1,034.40	850.80		101			Sales Recpts Page 12674
			183.60		103			Sales Recpts Page 12674

Receipts for Month 9				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked: 21/12/2023	1,950.00						
	Sales Recpts Page 12675	1,950.00	1,950.00		101			Sales Recpts Page 12675
	Banked: 21/12/2023	7,055.40						
	Sales Recpts Page 12676	7,055.40	7,055.40		101			Sales Recpts Page 12676
	Banked: 22/12/2023	13,000.00						
Manual	BUSINESS RESERVE (106)	13,000.00			202		13,000.00	Payment Run
	Banked: 22/12/2023	1,811.25						
	Sales Recpts Page 12677	1,811.25	1,811.25		104			Sales Recpts Page 12677
	Banked: 22/12/2023	429.60						
	Sales Recpts Page 12678	429.60	429.60		101			Sales Recpts Page 12678
	Banked: 22/12/2023	9,500.00						
	Barclays Bank	9,500.00			1022	106	9,500.00	Q4 Rent 3 Station Road
	Banked: 22/12/2023	500.00						
	Sales Recpts Page 12697	500.00	500.00		103			Sales Recpts Page 12697
	Banked: 22/12/2023	-3,632.67						
	Sales Recpts Page 12701	-3,632.67	-3,632.67		101			Sales Recpts Page 12701
	Banked: 27/12/2023	2,196.48						
AUTO	BUSINESS RESERVE (106)	2,196.48			202		2,196.48	Auto Transfer
	Banked: 27/12/2023	5.40						
	Sales Recpts Page 12679	5.40	5.40		101			Sales Recpts Page 12679
	Banked: 27/12/2023	1,994.60						
	Sales Recpts Page 12680	1,994.60	1,994.60		101			Sales Recpts Page 12680
	Banked: 28/12/2023	618.00						
	Sales Recpts Page 12681	618.00	618.00		101			Sales Recpts Page 12681
	Banked: 28/12/2023	1,553.10						
	Sales Recpts Page 12682	1,553.10	1,553.10		101			Sales Recpts Page 12682
	Banked: 28/12/2023	100.00						
	Pyrolec	100.00			1181	312	100.00	Community Fridge Donation
	Banked: 29/12/2023	114.00						
	Sales Recpts Page 12683	114.00	114.00		101			Sales Recpts Page 12683
	Banked: 29/12/2023	1,561.00						
	Eventbright Breakfast with San	1,561.00		260.17	1023	421	1,300.83	Breakfast with Santa
	Banked: 29/12/2023	54.00						
	Janet Moore	54.00		9.00	1120	312	45.00	Keep Fit

Total Receipts for Month	353,504.96	56,855.19	1,065.12	295,584.65
Cashbook Totals	<u>358,504.96</u>	<u>56,855.19</u>	<u>1,065.12</u>	<u>300,584.65</u>

Payments for Month 9				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
04/12/2023	BUSINESS RESERVE (106)	AUTO	6,921.32			202		6,921.32	Auto Transfer
04/12/2023	Barclays Charges Nov 23	O/L	21.03			4058	101	21.03	Barclays Charges Nov 23
04/12/2023	NEST Pension Scheme	DD	2,215.25			517		2,215.25	Nov 2023 Contributions
05/12/2023	BUSINESS RESERVE (106)	AUTO	2,228.80			202		2,228.80	Auto Transfer
06/12/2023	BUSINESS RESERVE (106)	AUTO	2,921.62			202		2,921.62	Auto Transfer
07/12/2023	BUSINESS RESERVE (106)	AUTO	8,654.65			202		8,654.65	Auto Transfer
07/12/2023	PERRIN MYDDELTON LIMITED	E4661	18,087.00	18,087.00		501			Professional Charges
08/12/2023	BUSINESS RESERVE (106)	AUTO	29,725.76			202		29,725.76	Auto Transfer
08/12/2023	Bedfordshire Pension Fund	O/L	18,151.89			517		18,151.89	Nov 23 contributions
08/12/2023	All Star Business Solutions Li	E4662	870.91	870.91		501			Nov 23 Trucks Fuel Costs
11/12/2023	Barclaycard	Manual	1,628.78			205		1,628.78	Dec 23 Barclaycard Charges
12/12/2023	BUSINESS RESERVE (106)	AUTO	4,251.84			202		4,251.84	Auto Transfer
12/12/2023	HMRC	O/L	24,955.19			515		24,955.19	PAYE / NIC Nov 2023
12/12/2023	Andy Snape (Mayor)	O/L	20.00			4210	102	20.00	Donation to Flitwick Scout Gr
12/12/2023	J Young	O/L	45.90			4606	312	45.90	Community Fridge Miles Nov 23
12/12/2023	M Laver	O/L	40.50			4606	312	40.50	Community Fridge Miles Nov 23
12/12/2023	Flitton Potato Race	O/L	60.00			4043	313	60.00	Use of Barriers & Signs
12/12/2023	Amphill Town Band	O/L	200.00			4043	313	100.00	Donation for Attendance
						4540	313	100.00	Donation for Attendance
12/12/2023	Central Bedfordshire Council	O/L	97.49			4001	101	97.49	AEO 2nd Install SB Dec 23
12/12/2023	Woburn Wine Cellar Ltd	E4663	928.28	928.28		501			TM Waine Tasting Event
12/12/2023	Bedfordshire Assoc. of Parish	E4664	35.00	35.00		501			Cllr Patterson Training
13/12/2023	BUSINESS RESERVE (106)	AUTO	199.00			202		199.00	Auto Transfer
14/12/2023	BUSINESS RESERVE (106)	AUTO	4,385.81			202		4,385.81	Auto Transfer
15/12/2023	Barclays Payflow	O/L	52,460.19			516		52,460.19	December 2023 Wages
19/12/2023	BUSINESS RESERVE (106)	AUTO	3,852.97			202		3,852.97	Auto Transfer
19/12/2023	Reimburse Petty Cash Chq106313	CHQ	159.08			220		159.08	Reimburse Petty Cash Chq106313
20/12/2023	BUSINESS RESERVE (106)	AUTO	3,890.10			202		3,890.10	Auto Transfer
21/12/2023	BUSINESS RESERVE (106)	AUTO	30,492.97			202		30,492.97	Auto Transfer
21/12/2023	3B's Hospitality Ltd	E4609	12,182.40	12,182.40		501			80xHot Bufft + 4xKids Meals
21/12/2023	ACE Fire & Security Ltd	E4610	1,727.41	1,727.41		501			Works to Fire Extinguishers
21/12/2023	Ace Celebrations & Events	E4611	135.00	135.00		501			Balloon Arch
21/12/2023	Active Luton Limited	E4612	100.00	100.00		501			Online Traning Modules
21/12/2023	Arena Security Limited	E4613	448.80	448.80		501			Keyholding Service Jan 24/25
21/12/2023	Auditoria Services	E4614	961.56	961.56		501			Service to Telescopic Seating
21/12/2023	Avebury Land Investment Ltd	E4615	666.54	666.54		501			Charges within Scope of Works
21/12/2023	AYBL Electrical	E4616	811.00	811.00		501			Replacement of cameras @ Rufus
21/12/2023	Bedfordshire Assoc. of Parish	E4617	45.00	45.00		501			Chairmanship Training Cllr TP
21/12/2023	Belair Coffee	E4618	752.12	752.12		501			Cafe Stock & Supply

Payments for Month 9					Nominal Ledger Analysis				
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
21/12/2023	Bidfood	E4619	6,044.89	6,044.89		501			Cafe Stock & Supply
21/12/2023	BIFFA WASTE SERVICES LTD	E4620	1,467.39	1,467.39		501			YH General Waste Nov 23
21/12/2023	Blitz Jetwashing Services	E4621	750.00	750.00		501			Gutter Clearance at Rufus
21/12/2023	Broome Signs	E4622	132.00	132.00		501			Installation of Honours Board
21/12/2023	BT Events Ltd	E4623	438.00	438.00		501			Lithium Battery Uplighter
21/12/2023	CASTLEBAR CATERING SUPPLIES LT	E4624	388.47	388.47		501			Equipment
21/12/2023	Climate By Design South	E4625	233.40	233.40		501			Service Air Cond. Systems
21/12/2023	Clean4Shaw Ltd (admin by Bibby	E4626	2,828.02	2,828.02		501			Rufus Office Cleaning Nov 2023
21/12/2023	Collin Hill Bar & Catering Sup	E4627	194.51	194.51		501			Condensor Cleaner
21/12/2023	Collins Fresh Produce Ltd	E4628	1,464.08	1,464.08		501			Cafe Stock & Supply
21/12/2023	SHARP (formally Complete I.T.)	E4629	3,352.34	3,352.34		501			Line Rental
21/12/2023	The Community Heartbeat Trust	E4630	140.34	140.34		501			Defib Adult Pads
21/12/2023	Corporate Travel Management	E4631	39.60	39.60		501			Room Booking Commission Charge
21/12/2023	CPC	E4632	56.20	56.20		501			Replace speakers in Lockyer
21/12/2023	Dan Gaze Support Service	E4633	17,685.00	17,685.00		501			YH Mentoring in schools 23
21/12/2023	Dance Time	E4634	80.00	80.00		501			Tea Dance Music
21/12/2023	B.W. Deacon Butchers	E4635	1,250.77	1,250.77		501			Cafe Stock & Supply
21/12/2023	Flitwick Flowers	E4636	80.00	80.00		501			Forget me Know Flowers
21/12/2023	W Fuller & Son Ltd	E4637	774.00	774.00		501			Security Rufus Events
21/12/2023	Holdsworth	E4638	1,012.19	1,012.19		501			Cafe Stock & Supply
21/12/2023	Home Counties Toilet Hire	E4639	304.52	304.52		501			Allotment Portaloo Hire
21/12/2023	ICPhygiene	E4640	218.78	218.78		501			Cleaning Materials
21/12/2023	JEWSON LTD	E4641	19.43	19.43		501			Tarpaulin (Events Expense)
21/12/2023	Lamps and Tubes Illuminations	E4642	18,821.03	18,821.03		501			Xmas Lighting Display 2023
21/12/2023	LWC Northampton	E4643	3,444.94	3,444.94		501			Bar Stock & Supply
21/12/2023	Lyreco UK Limited	E4644	582.36	582.36		501			Stationery Order
21/12/2023	Martin Rix Building Services	E4645	19,162.24	19,162.24		501			CREDIT incorrect charge I13350
21/12/2023	Ocean Creative Ltd	E4646	55.20	55.20		501			Xmas Market Banner
21/12/2023	Onion Skinner Fitness & Lifest	E4647	350.00	350.00		501			Outdoor Fitness Classes
21/12/2023	Ouzel Valley Ranters	E4648	375.00	375.00		501			Ouzel Valley Ranteres Rufus
21/12/2023	Pro Guard Beds & Hunts (was Pe	E4649	1,080.00	1,080.00		501			Rat infestation treatment
21/12/2023	RBS SOFTWARE SOLUTIONS	E4650	642.00	642.00		501			R Campbell Consultancy
21/12/2023	Rosetone Contract Furniture Lt	E4651	306.18	306.18		501			Table Cloth Hire
21/12/2023	D & G SHORT	E4652	198.76	198.76		501			Various Public Realm Team Supp
22/12/2023	BUSINESS RESERVE (106)	AUTO	9,871.01			202		9,871.01	Auto Transfer
22/12/2023	Simply Health	E4653	521.52	521.52		501			Dec 2023 Charges
22/12/2023	Spectrum Sealants Limited	E4654	210.00	210.00		501			Kitchen Mixer Tap/Labour
22/12/2023	SSL Foodservice Ltd	E4655	1,878.62	1,878.62		501			Cafe Stock & Supply
22/12/2023	West Coast Embroidery	E4656	222.06	222.06		501			Uniform
22/12/2023	Wooden Hill Coffee Roasters	E4657	868.30	868.30		501			Boiler Service/Repair
22/12/2023	Imagination Dance Community	E4658	325.00	325.00		501			Dance Fitness Nov/Dec 23

Payments for Month 9					Nominal Ledger Analysis				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Co								
22/12/2023	Abbey Flyers Limited	E4659	700.90	700.90		501			Flitwick Papers Winter Circ
22/12/2023	XL Press Ltd (Partnership Invo	E4660	1,494.00	1,494.00		501			Winter 2023 Edition PPrint
22/12/2023	FNS Creative Design	E4661	189.00	189.00		501			Website Maint as per agreement
22/12/2023	Angelos Epithemiou Ltd	O/L	600.00		100.00	4142	421	500.00	Dan Skinner Performance
28/12/2023	BUSINESS RESERVE (106)	AUTO	1,991.16			202		1,991.16	Auto Transfer
29/12/2023	BUSINESS RESERVE (106)	AUTO	850.22			202		850.22	Auto Transfer
31/12/2023	PDQ Account (271)	Manual	14,480.37			204		14,480.37	DD from CB1 entered to CB5
Total Payments for Month			353,504.96	128,132.06	100.00			225,272.90	
Balance Carried Fwd			5,000.00						
Cashbook Totals			358,504.96	128,132.06	100.00			230,272.90	

Receipts for Month 9				Nominal Ledger Analysis			
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount Transaction Detail
	Balance Brought Fwd :	131,075.66					131,075.66
	Banked: 04/12/2023	6,921.32					
AUTO	CURRENT ACCOUNT (009)	6,921.32			201		6,921.32 Auto Transfer
	Banked: 04/12/2023	6,393.94					
	CCLA Investment	6,393.94			1190	111	6,393.94 Interest November 2023
	Banked: 04/12/2023	685.70					
	Barclays Bank	685.70			1190	111	685.70 Interest Sep-Dec 2023
	Banked: 05/12/2023	2,228.80					
AUTO	CURRENT ACCOUNT (009)	2,228.80			201		2,228.80 Auto Transfer
	Banked: 06/12/2023	2,921.62					
AUTO	CURRENT ACCOUNT (009)	2,921.62			201		2,921.62 Auto Transfer
	Banked: 07/12/2023	8,654.65					
AUTO	CURRENT ACCOUNT (009)	8,654.65			201		8,654.65 Auto Transfer
	Banked: 08/12/2023	29,725.76					
AUTO	CURRENT ACCOUNT (009)	29,725.76			201		29,725.76 Auto Transfer
	Banked: 12/12/2023	4,251.84					
AUTO	CURRENT ACCOUNT (009)	4,251.84			201		4,251.84 Auto Transfer
	Banked: 13/12/2023	199.00					
AUTO	CURRENT ACCOUNT (009)	199.00			201		199.00 Auto Transfer
	Banked: 14/12/2023	4,385.81					
AUTO	CURRENT ACCOUNT (009)	4,385.81			201		4,385.81 Auto Transfer
	Banked: 19/12/2023	3,852.97					
AUTO	CURRENT ACCOUNT (009)	3,852.97			201		3,852.97 Auto Transfer
	Banked: 19/12/2023	150,000.00					
	CCLA Investment	150,000.00			230		150,000.00 Public Sector Funds Transfer
	Banked: 20/12/2023	3,890.10					
AUTO	CURRENT ACCOUNT (009)	3,890.10			201		3,890.10 Auto Transfer
	Banked: 21/12/2023	30,492.97					
AUTO	CURRENT ACCOUNT (009)	30,492.97			201		30,492.97 Auto Transfer
	Banked: 22/12/2023	9,871.01					
AUTO	CURRENT ACCOUNT (009)	9,871.01			201		9,871.01 Auto Transfer
	Banked: 28/12/2023	1,991.16					
AUTO	CURRENT ACCOUNT (009)	1,991.16			201		1,991.16 Auto Transfer
	Banked: 29/12/2023	850.22					
AUTO	CURRENT ACCOUNT (009)	850.22			201		850.22 Auto Transfer

Total Receipts for Month	267,316.87	0.00	0.00	267,316.87
Cashbook Totals	<u>398,392.53</u>	<u>0.00</u>	<u>0.00</u>	<u>398,392.53</u>

Payments for Month 9				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
07/12/2023	CURRENT ACCOUNT (009)	Manual	25,000.00			201		25,000.00	PER03 Inv Payment
08/12/2023	CURRENT ACCOUNT (009)	Manual	45,000.00			201		45,000.00	Pens/NIC/PAYE Payments
11/12/2023	CURRENT ACCOUNT (009)	AUTO	4,544.28			201		4,544.28	Auto Transfer
12/12/2023	CURRENT ACCOUNT (009)	Manual	30,000.00			201		30,000.00	NIC & CB Payments
15/12/2023	CURRENT ACCOUNT (009)	AUTO	37,325.65			201		37,325.65	Auto Transfer
18/12/2023	CURRENT ACCOUNT (009)	AUTO	47.26			201		47.26	Auto Transfer
21/12/2023	CURRENT ACCOUNT (009)	Manual	120,000.00			201		120,000.00	Payment Run
22/12/2023	CURRENT ACCOUNT (009)	Manual	13,000.00			201		13,000.00	Payment Run
27/12/2023	CURRENT ACCOUNT (009)	AUTO	2,196.48			201		2,196.48	Auto Transfer
Total Payments for Month			277,113.67	0.00	0.00			277,113.67	
Balance Carried Fwd			121,278.86						
Cashbook Totals			398,392.53	0.00	0.00			398,392.53	

Receipts for Month 9				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	818.19					818.19	
	PDQ Banked: 04/12/2023	878.16						
	PDQ Rendezvous (28.11.23)	763.16		127.19	1027	420	635.97	Rendezvous (28.11.23)
	PDQ TM Wine Tasting	100.00			1143	102	100.00	TM Wine Tasting
	PDQ Xmas Stall	15.00		2.50	1164	313	12.50	Xmas Stall
Stripe	Banked: 04/12/2023	42.88						
Stripe	Rendezvous (04.12.23)	42.88		7.15	1027	420	35.73	Rendezvous (04.12.23)
	Banked: 04/12/2023	34.33						
	Bank Interest Sep-Nov 23	34.33			1190	111	34.33	Bank Interest Sep-Nov 23
	PDQ Banked: 05/12/2023	983.76						
	PDQ Rendezvous (29.11.23)	601.26		100.21	1027	420	501.05	Rendezvous (29.11.23)
	PDQ TM Charity Calendars	18.00			1143	102	18.00	TM Charity Calendars
	PDQ Stitchers Group	174.75	174.75		101			Sales Recpts Page 12684
	PDQ Stitchers Group	174.75	174.75		101			Sales Recpts Page 12684
	PDQ Xmas Market (Ace Decor)	15.00		2.50	1164	313	12.50	Xmas Market (Ace Decor)
	PDQ Banked: 06/12/2023	542.35						
	PDQ Rendezvous (02.12.23)	525.57		87.60	1027	420	437.97	Rendezvous (02.12.23)
	PDQ Bar Takings (02.12.23)	16.78		2.80	1026	420	13.98	Bar Takings (02.12.23)
	PDQ Banked: 06/12/2023	931.18						
	PDQ Rendezvous (01.12.23)	603.58		100.60	1027	420	502.98	Rendezvous (01.12.23)
	PDQ TM Charity Calendars	6.00			1143	102	6.00	TM Charity Calendars
	PDQ Bar Takings (01.12.23)	121.60		20.27	1026	420	101.33	Bar Takings (01.12.23)
	PDQ TM Wine Tasting	200.00			1143	102	200.00	TM Wine Tasting
	PDQ Banked: 06/12/2023	3,495.53						
	PDQ Rendezvous (30.11.23)	872.53		145.42	1027	420	727.11	Rendezvous (30.11.23)
	PDQ Audrey Patmre (REFUND)	-200.00	-200.00		103			Sales Recpts Page 12685
	PDQ TM Wine Tasting	200.00			1143	102	200.00	TM Wine Tasting
	PDQ Audrey Patmore balance	2,623.00	2,623.00		103			Sales Recpts Page 12685
	PDQ Banked: 07/12/2023	991.21						
	PDQ Rendezvous (03.12.23)	887.06		147.84	1027	420	739.22	Rendezvous (03.12.23)
	PDQ TM Charity Calendars	60.00			1143	102	60.00	TM Charity Calendars
	PDQ Chocolate Selection Boxes	20.00		3.33	1165	313	16.67	Chocolate Selection Boxes
	PDQ Bar Takings (03.12.23)	24.15		4.02	1026	420	20.13	Bar Takings (03.12.23)
Stripe	Banked: 07/12/2023	11.07						
Stripe	Rendezvous (07.12.23)	11.07		1.84	1027	420	9.23	Rendezvous (07.12.23)
	PDQ Banked: 08/12/2023	1,880.91						
	PDQ Rendezvous (04.12.23)	569.91		94.98	1027	420	474.93	Rendezvous (04.12.23)
	PDQ Pricewaterhouse Cooper	1,326.00	1,326.00		101			Sales Recpts Page 12686
	PDQ Xmas Over 60:s Lunch REFUND	-15.00		-2.50	1130	313	-12.50	Xmas Over 60:s Lunch REFUND
	PDQ Banked: 11/12/2023	706.56						
	PDQ Rendezvous (05.12.23)	591.56		98.59	1027	420	492.97	Rendezvous (05.12.23)
	PDQ Xmas Over 60's Lunch	30.00		5.00	1130	313	25.00	Xmas Over 60's Lunch

Receipts for Month 9				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	PDQ Soul & Motown (RUFUS Event)	60.00		10.00	1023	421	50.00	Soul & Motown (RUFUS Event)
	PDQ Studybugs Invoice I17663	25.00	25.00		101			Sales Recpts Page 12687
Stripe	Banked: 11/12/2023	46.84						
Stripe	Rendezvou (11.12.23)	46.84		7.81	1027	420	39.03	Rendezvou (11.12.23)
	PDQ Banked: 12/12/2023	781.78						
	PDQ Rendezvous (06.12.23)	795.98		132.66	1027	420	663.32	Rendezvous (06.12.23)
	PDQ Photocopying	3.30		0.55	1003	101	2.75	Photocopying
	PDQ Stitchers Xmas Lunch REFUND	-23.50		-3.92	1023	421	-19.58	Stitchers Xmas Lunch REFUND
	PDQ TM Charity Calendar	6.00			1143	102	6.00	TM Charity Calendar
Stripe	Banked: 12/12/2023	3.77						
Stripe	Rendezvous (12.12.23)	3.77		0.63	1027	420	3.14	Rendezvous (12.12.23)
	PDQ Banked: 13/12/2023	810.59						
	PDQ Rendezvous (09.12.23)	368.91		61.48	1027	420	307.43	Rendezvous (09.12.23)
	PDQ Bar Takings (09.12.23)	441.68		73.61	1026	420	368.07	Bar Takings (09.12.23)
	PDQ Banked: 13/12/2023	3,859.70						
	PDQ Rendezvous (08.12.23)	747.40		124.57	1027	420	622.83	Rendezvous (08.12.23)
	PDQ Nexus Fostering Invoice I17655	664.80	664.80		101			Sales Recpts Page 12688
	PDQ TM Charity Calendars	6.00			1143	102	6.00	TM Charity Calendars
	PDQ Show Tunes Singalong (RUFUS)	30.00		5.00	1023	421	25.00	Show Tunes Singalong (RUFUS)
	PDQ Bar Takings (08.12.23)	2,411.50		401.92	1026	420	2,009.58	Bar Takings (08.12.23)
	PDQ Banked: 13/12/2023	3,743.90						
	PDQ Rendezvous (07.12.23)	616.40		102.73	1027	420	513.67	Rendezvous (07.12.23)
	PDQ TM Charity Calendars	18.00			1143	102	18.00	TM Charity Calendars
	PDQ Event Travel Management	2,544.00	2,544.00		101			Sales Recpts Page 12689
	PDQ Event Travel Management	301.50	301.50		101			Sales Recpts Page 12689
	PDQ Event Travel Management	264.00	264.00		101			Sales Recpts Page 12689
Stripe	Banked: 13/12/2023	8.03						
Stripe	Rendezvous (13.12.23)	8.03		1.34	1027	420	6.69	Rendezvous (13.12.23)
	PDQ Banked: 14/12/2023	711.40						
	PDQ Rendezvous (11.12.23)	669.40		111.57	1027	420	557.83	Rendezvous (11.12.23)
	PDQ Dance Class	27.00		4.50	1120	312	22.50	Dance Class
	PDQ Xmas Over 60's Lunch	45.00		7.50	1130	313	37.50	Xmas Over 60's Lunch
	PDQ Xmas Over 60's Lunch REFUND	-30.00		-5.00	1130	313	-25.00	Xmas Over 60's Lunch REFUND
Stripe	Banked: 15/12/2023	36.20						
Stripe	Rendezvous (15.12.23)	36.20		6.03	1027	420	30.17	Rendezvous (15.12.23)
	PDQ Banked: 18/12/2023	569.08						
	PDQ Rendezvous (12.12.23)	311.08		51.85	1027	420	259.23	Rendezvous (12.12.23)
	PDQ Over 60's Lunch Club	22.50		3.75	1171	312	18.75	Over 60's Lunch Club
	PDQ Ukulele Xmas Lunch	195.50	195.50		101			Sales Recpts Page 12690
	PDQ Raffle Tickets	40.00			1143	102	40.00	Raffle Tickets
	PDQ Banked: 19/12/2023	579.75						

Receipts for Month 9				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	PDQ Rendezvous (13.12.23)	489.75		81.62	1027	420	408.13	Rendezvous (13.12.23)
	PDQ Show Tunes Singalong (RUFUS)	30.00		5.00	1023	421	25.00	Show Tunes Singalong (RUFUS)
	PDQ Ceilidh (RUFUS Event)	60.00		10.00	1023	421	50.00	Ceilidh (RUFUS Event)
	PDQ Banked: 20/12/2023	1,563.91						
	PDQ Rendezvous (16.12.23)	558.66		93.11	1027	420	465.55	Rendezvous (16.12.23)
	PDQ Bar Takings (16&17 Dec 2023)	1,005.25		167.54	1026	420	837.71	Bar Takings (16&17 Dec 2023)
	PDQ Banked: 20/12/2023	2,678.62						
	PDQ Rendezvous (15.12.23)	685.82		114.30	1027	420	571.52	Rendezvous (15.12.23)
	PDQ Allotments	221.60			1143	102	221.60	Allotments
	PDQ Event Travel Management	606.60	606.60		101			Sales Recpts Page 12691
	PDQ Event Travel Management	506.40	506.40		101			Sales Recpts Page 12691
	PDQ Event Travel Management	372.00	372.00		101			Sales Recpts Page 12691
	PDQ Event Travel Management	286.20	286.20		101			Sales Recpts Page 12691
	PDQ Banked: 20/12/2023	851.53						
	PDQ Rendezvous (14.12.23)	762.53		127.09	1027	420	635.44	Rendezvous (14.12.23)
	PDQ Tea Deance	56.00		9.33	1042	312	46.67	Tea Deance
	PDQ Show Tunes Singalong (RUFUS)	20.00		3.33	1023	421	16.67	Show Tunes Singalong (RUFUS)
	PDQ Panto Trip	13.00		2.17	1181	312	10.83	Panto Trip
Stripe	Banked: 20/12/2023	3.77						
Stripe	Rendezvous (20.12.23)	3.77		0.63	1027	420	3.14	Rendezvous (20.12.23)
	PDQ Banked: 22/12/2023	612.76						
	PDQ Rendezvous (18.12.23)	415.46		69.24	1027	420	346.22	Rendezvous (18.12.23)
	PDQ Allotments	152.30			1005	302	152.30	Allotments
	PDQ Soul & Mowtown (RUFUS Event)	45.00		7.50	1023	421	37.50	Soul & Mowtown (RUFUS Event)
Stripe	Banked: 22/12/2023	18.72						
Stripe	Rendezvous (22.12.23)	18.72		3.12	1027	420	15.60	Rendezvous (22.12.23)
	PDQ Banked: 27/12/2023	1,157.22						
	PDQ Rendezvous (19.12.23)	736.22		122.70	1027	420	613.52	Rendezvous (19.12.23)
	PDQ Allotments	138.50			1005	302	138.50	Allotments
	PDQ Rendezvous Gift Card	15.00		2.50	1027	420	12.50	Rendezvous Gift Card
	PDQ Lunch Club	7.50		1.25	1171	312	6.25	Lunch Club
	PDQ Walking Football Food (Rendez)	210.00		35.00	1027	420	175.00	Walking Football Food (Rendez)
	PDQ S Giavovelli re Meeting 21 Dec	50.00	50.00		101			Sales Recpts Page 12692
	PDQ Banked: 28/12/2023	1,003.73						
	PDQ Rendezvous (20.12.23)	669.43		111.57	1027	420	557.86	Rendezvous (20.12.23)
	PDQ Allotments	249.30			1005	302	249.30	Allotments
	PDQ Abigail Bralee Kids Party	85.00	85.00		103			Sales Recpts Page 12693
Stripe	Banked: 28/12/2023	12.43						
Stripe	Rendezvous (28.12.23)	12.43		2.07	1027	420	10.36	Rendezvous (28.12.23)
	PDQ Banked: 29/12/2023	307.99						
	PDQ Rendezvous (23.12.23)	307.99		51.33	1027	420	256.66	Rendezvous (23.12.23)

Receipts for Month 9				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	PDQ Banked: 29/12/2023	1,074.81						
	PDQ Rendezvous (22.12.23)	687.16		114.53	1027	420	572.63	Rendezvous (22.12.23)
	PDQ Soul & Motown (RUFUS Event)	200.00		33.33	1023	421	166.67	Soul & Motown (RUFUS Event)
	PDQ Allotments	193.80			1005	302	193.80	Allotments
	PDQ Allotment REFUND	-13.90			1005	302	-13.90	Allotment REFUND
	PDQ Bar Takings (22.12.23)	7.75		1.29	1026	420	6.46	Bar Takings (22.12.23)
	PDQ Banked: 29/12/2023	2,243.83						
	PDQ Rendezvous (21.12.23)	1,019.33		169.89	1027	420	849.44	Rendezvous (21.12.23)
	PDQ Allotments	337.90			1005	302	337.90	Allotments
	PDQ Popcorn	9.60		1.60	1181	312	8.00	Popcorn
	PDQ Choc Selection Boxes Rufus	3.00		0.50	1023	421	2.50	Chocolate Selection Boxes Rufu
	PDQ Big Book Discussion	90.00	90.00		101			Sales Recpts Page 12694
	PDQ Event Travel Management	240.00	240.00		101			Sales Recpts Page 12694
	PDQ Event Travel Management	534.00	534.00		101			Sales Recpts Page 12694
	PDQ Bar Takings (21.12.23)	10.00		1.67	1026	420	8.33	Bar Takings (21.12.23)
	Banked: 31/12/2023	14,480.37						
Manual	CURRENT ACCOUNT (009)	14,480.37			201		14,480.37	DD from CB1 entered to CB5
Total Receipts for Month		47,658.67	10,863.50	3,391.13			33,404.04	
Cashbook Totals		48,476.86	10,863.50	3,391.13			34,222.23	

Payments for Month 9

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
04/12/2023	BRITISH TELECOMMUNICATION	DD602	498.50	498.50		501			Broadband Services
06/12/2023	O2 Uk Limited	DD603	27.60	27.60		501			Business Landline
06/12/2023	Virgin Media Business	DD604	50.40	50.40		501			YH Broadband
06/12/2023	Central Bedfordshire	DD605	44.00	44.00		501			Purchase Ledger DDR Payment
11/12/2023	Central Bedfordshire	DD606	192.00	192.00		501			Purchase Ledger DDR Payment
11/12/2023	Central Bedfordshire	DD607	3,405.00	3,405.00		501			Purchase Ledger DDR Payment
11/12/2023	Central Bedfordshire	DD608	244.00	244.00		501			Rm7 Rufus Rates 23/24
14/12/2023	Payment Sense (First Data)	DD624	563.47	563.47		501			Card Processing Fees Nov 23
15/12/2023	Paytek Ltd	DD625	43.20	43.20		501			Card Processing Fee
18/12/2023	ANGLIAN WATER	DD609	16.39	16.39		501			Cemetery Water Bill Sept-Dec
18/12/2023	ANGLIAN WATER	DD610	1,247.07	1,247.07		501			Rufus Water Bill Sept-Nov 2023
19/12/2023	NPower	DD611	795.16	795.16		501			Street Lighting Nov 23
20/12/2023	EON ENERGY	DD6012	26.82	26.82		501			Skate Park Lighting Nov 23
20/12/2023	O2 Uk Limited	DD613	77.40	77.40		501			Mobile Phone Bill
22/12/2023	Adsi Ltd (Babble)	DD614	31.20	31.20		501			ADSI Account Management
22/12/2023	BRITISH GAS TRADING LTD	DD615	2,453.84	2,453.84		501			Rufus Gas Nov 23
22/12/2023	Iris Payroll Solutions Ltd	DD616	15.79	15.79		501			Monthly Package
27/12/2023	Total Energies (prev. Total Ga	DD617	3,760.68	3,760.68		501			Rufus Electric Nov 2023
27/12/2023	THREE (3)	DD618	17.00	17.00		501			Charges Dec 23
27/12/2023	BRITISH TELECOMMUNICATION	DD619	418.80	418.80		501			BT Business Bill
28/12/2023	Total Energies (prev. Total Ga	DD620	247.20	247.20		501			YH Electric November 2023
28/12/2023	Total Energies (prev. Total Ga	DD621	24.37	24.37		501			TS Electric November 2023
28/12/2023	Total Energies (prev. Total Ga	DD622	8.37	8.37		501			Hinksley Rd Electric Nov 23
29/12/2023	ISUZU Vehicle Leasing	DD623	878.78	878.78		501			Lease Rental Dec 23
Total Payments for Month			15,087.04	15,087.04	0.00			0.00	
Balance Carried Fwd			33,389.82						
Cashbook Totals			48,476.86	15,087.04	0.00			33,389.82	

Receipts for Month 9				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 11/12/2023	1,628.78						
Manual	CURRENT ACCOUNT (009)	1,628.78			201		1,628.78	Dec 23 Barclaycard Charges
Total Receipts for Month		1,628.78	0.00	0.00			1,628.78	
Cashbook Totals		1,628.78	0.00	0.00			1,628.78	

Payments for Month 9					Nominal Ledger Analysis				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
11/12/2023	Barclaycard: G Botten	DD	96.16		5.62	4147	420	12.51	Cafe Stock/Supplies
						4147	420	31.20	Cafe Stock/Supplies
						4147	420	8.46	Cafe Stock/Supplies
						4147	420	8.50	Cafe Stock/Supplies
						4147	420	7.75	Cafe Stock/Supplies
						4147	420	5.92	Cafe Stock/Supplies
						4147	420	4.50	Cafe Stock/Supplies
						4147	420	11.70	Cafe Stock/Supplies
11/12/2023	Barclaycard: S Burgess	DD	1,158.38		167.07	4150	421	216.33	Vistaprint 2x Tablecloths
						4142	421	227.92	Amazon: Select Box B'fast Sant
						4142	421	13.92	Amazon: fairy Lights Xmas Decs
						4025	101	36.57	Amazon: IT Leads/Cables
						4148	420	115.83	Tesco: Bar Stock/Supplies
						4540	313	215.95	Cadbury: Selection Boxes
						4025	101	5.91	Amazon: Display Port Cable
						4142	421	8.88	Tesco: Wrap Paper Xmas Present
11/12/2023	Barclaycard: S Eldred	DD	374.24		54.05	4020	101	150.00	Royal Mail: Stamps for Allots
						4606	312	6.62	Amazon: Fred Claus DVD
						4540	313	80.00	Tesco: Selection Boxes
						4540	313	58.33	Tesco: Selection boxes
						4540	313	50.00	Tesco: Selection Boxes
						4606	312	58.58	Amazon: COL Supplies Thermos
						4540	313	50.00	Amazon Gift Card
Total Payments for Month			1,628.78	0.00	226.74	1,402.04			
Balance Carried Fwd			0.00						
Cashbook Totals			1,628.78	0.00	226.74	1,402.04			

FTC Projects Review 2023-24 (formally Rolling Capital Fund)

(5013)	2023/24 Agreed Central Project Funding		£	50,000
(315)	Central Project Fund	Opening Balance	£	202,062
(315 EMR Trans)	LESS	CPF Movements	£	31,792
(315)	Central Project Fund	Closing Balance	£	170,270
	LESS	Committed Spend	£	77,792
	Central Project Fund	YTD Balance	£	92,478

LESS	Projected Year End Overspend	£	-
PLUS	Projected Year End Underspend	£	21,555
	Projected Year End Closing Balance	£	114,033

Last Updated: 11 January 2024

PROJECT Details				Project Details								23/24 FUNDING Details			Comments	Year End Projection at 11 January 2024
Project Code	Project Description	Committee	Minute Ref	Whole Project Budget Committed	Previous Year's Project Spend	23/24 Opening Budget Balance	23/24 Project Spend to Date	Overspend Funded by CPF	Underspend Returned to CPF	Project Commitment Remaining		Additional Project Spend	Funding (1177)	Funding Budget Remaining		
4212	110 Proj - Nature Park	Community	Del. Auth	£ 3,000	£ -	£ 3,000	£ 641	£ -	£ -	£ 2,359	0%	£ 1,550	£ 283,385	£ 281,835	S106 remaining: Phase 1 £7,106.89, Phase 2 £274,728 & Plans £1,550 (CBC to be invoiced for S106 once works completed). SL 7/9/22. Planning Consultant RCF approved July 23.	Roll Forward' outstanding balance at year end to 2024/25, including unspent grant funds approved/received.
4215	110 Proj - Flit Valley Walk	Corporate & Community	None	£ 2,000	£ 1,169	£ 831	£ -	£ -	£ 831	£ -	0%				Greensands grant of £2,405 received (1177/110) in 21/22 in addition to stated budget. 22/23 opening bal £1459. October 23 - Proj CLOSED	PROJECT CLOSED Unspent funds of £831 returned to CPF (315)
4803	110 Proj - Manor Park Heritage	Community	809c	£ 28,000	£ 175	£ 27,825	£ 27,650	£ -	£ 175	£ -	0%	£ 75,885	£ 75,885	£ -	S106 Grants monies approved from CBC - please see project schedule for full breakdown of costs. October 23 - Proj CLOSED	PROJECT CLOSED Unspent funds of £175 returned to CPF (315)
4819	110 Proj - Flitwick Town Sq Defib	Community	5213d	£ 1,770	£ -	£ 1,770	£ -	£ -	£ -	£ 1,770	100%					Roll Forward' outstanding balance at year end to 2024/25.
4823	110 Proj - Heritage Website	Corporate	753a 5252a))	£ 3,800	£ -	£ 3,800	£ -	£ -	£ -	£ 3,800	100%					Roll Forward' outstanding balance at year end to 2024/25.
4828	110 Proj - Skate Park Lighting	Community	1036d	£ 21,705	£ 2,359	£ 19,346	£ 8,310	£ -	£ 11,036	£ -	0%	£ 10,500	£ 10,500	£ -	Partially grant funded - received	PROJECT CLOSED Unspent funds of £11,036 returned to CPF (315)
4831	110 Proj - Outdoor PA System	Community	5302	£ 1,118	£ 874	£ 244	£ 129	£ -	£ 115	£ -	0%				October 23 - Proj CLOSED	PROJECT CLOSED Unspent funds of £115 returned to CPF (315)
4833	110 Proj - Town Sq Benches/Plant/Bins	Community	1061	£ 12,102	£ -	£ 12,102	£ 11,719	£ -	£ 383	£ -	0%	£ 5,600	£ 5,600	£ -	31.08.23 - CBC S106 funding on invoice FTC8318 (funds not yet received) with a/c MAR05. Received October 23 - Proj CLOSED	PROJECT CLOSED Unspent funds of £383 returned to CPF (315)
4836	110 Proj - CCTV Skate Park & Town Sq	Community	5329c	£ 12,612	£ 10,912	£ 1,700	£ -	£ -	£ -	£ 1,700	13%				08.03.23: CBC annual monitoring and signal transmission expenditure. Awaiting CBC invoice for £1,700	Project will be completed within the current financial year with £0 under or over spend.
4837	110 Proj - Rural Match Fund Benches	Community	5226e	£ 2,000	£ -	£ 2,000	£ -	£ -	£ -	£ 2,000	100%				Resolution made at Council March 2022 confirmed March 2023 to be match funded by CBC - amount TBC	Roll Forward' outstanding balance at year end to 2024/25.
4838	110 Proj - CCTV Data Impact Assess	Community	Del. Auth	£ 1,975	£ 1,625	£ 350	£ -	£ -	£ 350	£ -	0%				October 23 - Proj CLOSED	PROJECT CLOSED Unspent funds of £350 returned to CPF (315)
4839	110 Proj - Rendezvous Mixer	Business	Del. Auth	£ 1,400	£ -	£ 1,400	£ 1,400	£ -	£ -	£ -	0%				June 23 - Proj CLOSED	PROJECT CLOSED Budget met
4840	110 Proj Avebury Representation	EO Meeting	5418a	£ -	£ -	£ 13,550	£ -	£ -	£ -	£ -	0%				OCT 23 - Proj CLOSED and managed through EMR and Prepayments - please see attached schedule for further information	PROJECT CLOSED Budget met
4841	110 Proj - Deployable CCTV Camera	Council	Del. Auth	£ 907	£ -	£ 907	£ 907	£ -	£ -	£ -	0%	£ 1,500	£ 1,500	£ 1,500	(FTC8170) CBC grant monies received 1177/110 August 23 - Proj CLOSED	PROJECT CLOSED Budget met
4842	110 Proj - Replace Davis Equipment	Business	1453c	£ 4,488	£ -	£ 4,488	£ 3,241	£ -	£ -	£ 1,247	28%				SL reviewing	Project will be completed within the current financial year with £0 under or over spend.
4843	110 Proj - Rufus Room 3 & 17 Refurb	Business	TBC (Council)	£ 7,780	£ -	£ 7,780	£ 7,780	£ -	£ -	£ -	0%				September 23 - Proj CLOSED	PROJECT CLOSED Budget met
4844	110 Proj - Digital Signage	Business	1466b	£ 5,200	£ -	£ 5,200	£ 4,535	£ -	£ 665	£ -	0%				December 23 - Proj CLOSED	PROJECT CLOSED Unspent funds of £665 returned to CPF (315)
4845	110 Proj - Lockyer Flooring Works	Business	1466c	£ 4,800	£ -	£ 4,800	£ -	£ -	£ -	£ 4,800	100%					Project will be completed within the current financial year with £0 under or over spend.
4846	110 Proj - Rufus Rooms 18 & 19 Refurb	Business	5537e ii	£ 15,969		£ 15,969	£ 15,969	£ -	£ -	£ -	0%				December 23 - Proj CLOSED	PROJECT CLOSED Budget met
4847	110 Proj - Play Equipment Hinksley Rd	Community	5540c	£ 8,000	£ -	£ 8,000	£ -	£ -	£ 8,000	£ -	0%				Project to be match funded by the CBC Community Grants Scheme Round 1 (no inv req). Funding unsuccessful. December 23 - Proj CLOSED	PROJECT CLOSED Unspent funds of £8,000 returned to CPF (315)
4848	110 Proj - FTC Office Space Refurb	Business	5565g i	£ 11,462	£ -	£ 11,462	£ -	£ -	£ -	£ 11,462	100%					Project will be completed within the current financial year with £0 under or over spend.
4849	110 Proj - Lockyer Suite Works	Business	5565g ii	£ 48,655	£ -	£ 48,655	£ -	£ -	£ -	£ 48,655	100%					Project will be completed within the current financial year with £0 under or over spend.

Projects Funds NARRATIVE

Jun-23 4839/110 Proj for Rendezvous Mixer budget met - Proj COMPLETE and **CLOSED**.

Aug-23 4841/110 Proj for Deployable CCTV Camera budget met - Proj COMPLETE and **CLOSED**.

Sep-23 4841/110 Proj for Rufus Rooms 3 & 17 Refurb budget met - Proj COMPLETE and **CLOSED**.

Oct-23 4215/110 Proj for Flit Valley Walk underspend of £831 returned to Central Project Fund EMR 315 - Proj COMPLETE and **CLOSED**.

Oct-23 4831/110 Proj for Outdoor PA System underspend of £115 returned to Central Project Fund EMR 315 - Proj COMPLETE and **CLOSED**.

Oct-23 4833/110 Proj for Town Sq Benches/Planters/Bins underspend of £383 returned to Central Project Fund EMR 315 - Proj COMPLETE and **CLOSED**.

Oct-23 4838/110 Proj for CCTV Data Impact Assessment underspend of £350 returned to the Central Project Fund EMR 315 - Proj COMPLETE and **CLOSED**.

Dec-23 4828/110 Proj for Skate Park Lighting underspend of £11,036 returned to the Central Project Fund EMR 315 - Proj COMPLETE and **CLOSED**.

Dec-23 4844/110 Proj for Digital Signage underspend of £665 returned to the Central Project Fund EMR 315 - Proj COMPLETE and **CLOSED**.

Dec-23 4846/110 Proj for Rufus Rooms 18/19 Refurbishment budget met - Proj COMPLETE and **CLOSED**.

Dec-23 4847/110 Proj for Hinksley Road Play Equipment abandoned as match funding unsuccessful. Proj COMPLETE and **CLOSED**.

Please note:

Unspent 23/24 Project balances will be returned to the Central Project Fund EMR 315.

Accepted Project budget variance at 5%.

Projects Review has been adjusted to separate grant funding (shown in 'BLUE' columns). Please refer to 'YELLOW' columns for Projects remaining balances.

Date :- 10/01/2024

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>
Support on the following applications;				
23/03937/FUL	14/12/2023		n/a	5 airedale close flitwick beds MK45 1FA

Proposal : Erection of a summer house in rear garden - retrospective.

Observations : FTC - No comments to make on this application

Signed _____ Date _____

Stacie Lockey Miss

Date :- 10/01/2024

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 with Conditions on the following applications;**23/03843/RD**

14/12/2023

n/a

Flitwick Railway Station
Steppingley Road
MK45 1AJ**Proposal :** Railway Determination: Proposed footbridge.**Observations :** Flitwick Town Council has no comment on whether this proposal is permitted development or not. However, we wish to express our support for the delivery of lifts at Flitwick station, as a way of making it easier for all members of our community to use public transport, and to tackle a long-standing issue of access at the station. We are open to discussing the detailed proposals for the lifts should Network Rail and CBC wish to do so.

23/03950/FUL

22/12/2023

Charlie Keen

N/A

91 Townfield Road
Flitwick
Bedford
MK45 1JG**Proposal :** Erection of a front extension, façade rendering and all associated works. Retrospective.**Observations :** We understand that this is a retrospective application. We have had concerns raised of the build quality of the development, and request further details that this development is built to the required standards. Further, we request that the following conditions be attached to any permission granted:

" That the building materials used on the extension are in keeping with the building character and street scene along Townfield Road. REASON: To align the development with the requirements of Policy HQ1 of the Local Plan, specifically point 2 on "Size, scale, massing, orientation, materials and appearance relate well to the existing local surroundings and reinforce local distinctiveness, both built and natural

Signed _____ Date _____

Stacie Lockey Miss

NOTIFICATIONS OF PLANNING DECISIONS FROM Central Bedfordshire Council

Minute Ref

Wed 10 January 2024

District Ref

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

Page No : 1

GRANTED PLANNING PERMISSIONS

E 23/03741/FUL

Approved

57 Elmwood Crescent