



FLITWICK TOWN COUNCIL

DRAFT Minutes of the Flitwick Town Council meeting held on
Tuesday 18th November 2025 at the Rufus Centre at 7:45pm

Present:

Cllr J Roberts (Chairman)
Cllr A Snape
Cllr I Blazeby
Cllr C Thompson
Cllr L Bandy
Cllr A Crawford
Cllr R Wilsmore
Cllr T Parsons
Cllr P Earles
Cllr H Hodges
Cllr L Hart
Cllr T Harald
Cllr D Toinko

Also present:

Stacie Lockey – Town Clerk & Chief Executive
Stephanie Stanley – Deputy Town Clerk & RFO
2 members of the public

5908. APOLOGIES FOR ABSENCE

It was **resolved** to accept apologies for absence from Cllrs Patterson (work) and Platt (holiday).

5909. DECLARATIONS OF INTEREST

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

- (a) Disclosable Pecuniary interests in any agenda item – no items.
- (b) Non-Pecuniary interests in any agenda item – no items.

5910. TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor had attended the following civic engagements:

- Remembrance Events – Airmen's Memorial, Sunday Service and on 11th November. Officers, particularly the Community Services Officer, were praised for their efforts in coordinating the Remembrance Sunday event.
- Mid Beds Carers Association Annual General Meeting.
- The official opening of The Cottage Bakery in Flitwick.
- Half Term events – football session and pumpkin carving.

The Town Mayor welcomed back Cllr Thompson after her sabbatical leave.

5911. Leader Update

The Leader gave the following update:

- Steppingley Road Planning Application (land adjacent to the allotments)
This application was live, and the consultee responses were coming in. The application had been called in for the Development Management Committee (DMC) by Cllr Adams. This might be withdrawn later, depending on the outcome of the consultation period. Members were informed that if the DMC considered the application, it could result in a 4-6-month delay in the project's programme.
- Relationship with Central Beds Council (CBC)
The Leader had met with all Ward Members, and he was keen to try to reboot the Joint Committee, especially for the Section 106 benefits it would bring. A meeting date was yet to be confirmed.

The Leader had met with Cllr Goodchild, a Deputy Portfolio Holder at CBC, who had been tasked with building relationships with Town & Parish Councils. CBC had more to do to understand what each town and parish was doing.

One topic discussed related to the Fair Funding Review, and it was hoped that by the end of November/beginning of December, the formula would be known from the Central Government. The worst-case scenario would be £24m in cuts over 3 years, and in the background, CBC was discussing what could be cut. The Leader was explicitly asked whether the Town Council would be interested in running a library, and he said it was highly unlikely. Libraries were not an easy undertaking, and this was not in the remit of a Town or Parish Council. CBC were in talks with FTC Officers about managing the planting area around the transport interchange and being paid to do this.

- Flitwick Community Fridge
Funding had been secured (£30k) from the Household Support Fund. £9k was to be spent on food vouchers before and after Christmas to assist 149 households in the supported tier. The remaining funds would be used to purchase additional food items.

The membership scheme was generating interesting data, enabling insight into who needs the most support.

Cllr Blazeby referred to the email survey sent by CBC on community-led housing and commented that the situation seemed to be getting out of hand. He asked whether the Council were being asked to provide feedback as a Council body, or whether the Planning Improvement Working Group would look at this initially. The Town Clerk commented that she had not received any communication about this, and Cllr Blazeby agreed to forward the email to her.

Action: Cllr Blazeby

Cllr Earles asked why Cllr Adams had called the Steppingley Road plans to DMC. Cllr Snape stated that he knew why this had been done; however, he did not wish to discuss it in the public section of the meeting. Cllr Snape reiterated that Cllr Adams wanted to ensure residents had an opportunity to provide feedback on all developments in the ward. Cllr Snape commented that the application was compliant with national and local planning policies and that the consultation responses to date were mostly positive. Cllr Snape confirmed that lobbying had been done in the background.

Cllr Toinko asked whether there would be a cash flow problem if the planning application went to the DMC. Cllr Parsons, Chairman of the Finance & GP Committee, commented that the Council had sufficient reserves should the project be delayed. Cllr Snape advised on the local government capital controls. Cllr Parsons explained that it would be helpful if the capital receipt came in the same financial year as the spend at Station Road and the

expenditure for the replacement of the Rufus Centre boilers. He added that replenishing the reserves after March 2026 would take longer and would be more difficult, as the capital receipt could be spent only on capital expenditure.

5912. REPORTS FROM WARD MEMBERS

There was no report.

5913. PUBLIC OPEN SESSION

No items.

5914. INVITED SPEAKER

No invited speaker.

5915. MEMBERS QUESTIONS

No items.

5916. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. For Members to approve the minutes of the Town Council Meeting held, on **Tuesday 21st October 2025**, this meeting was held at the Rufus Centre.

Cllr Thompson checked what was required with her apologies for sabbatical leave. The Deputy Town Clerk explained that the resolution for the leave continued after the first meeting and this was not subsequently included in other minutes until Cllr Thompson's return.

It was **resolved** to approve the minutes of the Town Council meeting held on Tuesday 21st October 2025 at the Rufus Centre as a true record.

- b. For Members to receive and consider the resolutions and recommendations of the Community Services Committee meeting, held on **Tuesday 4th November 2025**, this meeting was held at The Rufus Centre.

Members noted that the Committee had asked Officers to investigate further about the station interchange planting before committing to undertake this work.

The resolutions from the Community Services Committee meeting held on Tuesday 4th November at the Rufus Centre were noted.

5917. MATTERS ARISING

- a. Minutes of the Town Council Meeting held on **Tuesday 21st October 2025**.

No items.

- b. Members to receive any updates from Officers – no items.

5918. OUTSIDE BODIES

No items.

5919. ITEMS FOR CONSIDERATION

a. Central Bedfordshire Council - Designating Local Green Spaces

Members noted that the deadline was on 28th November 2025.

Cllr Thompson asked about other areas in FTC's ownership that were not included in the list. Members were informed that some areas were covered under legislation and were protected from development in other ways.

Cllr Snape commented that the Nature Park application was in the planning process, so this would rezone the space.

Members discussed that Hinksley Road Playing Field was designated as a green space. Cllr Snape was keen to exclude it from the submission in case there was a future opportunity for the Council to participate in a regeneration project (in terms of a land swap).

Cllr Thompson asked whether including the field at Station Road would prevent the Council from changing it to allotment space in the future. Cllr Hart explained that the designation as a local green space would add a layer of protection for the area from building development.

The Chairman thanked Cllr Hart for her work on this.

Cllr Snape commented that the Council needed to evidence usage or amenity value as part of the submission and asked whether Officers were required to build on what was included to date. Cllr Hart was seeking feedback on this matter and would ask the question at a meeting the following day.

It was **resolved** to accept the areas circulated and forward them to CBC for processing.

Action: Town Clerk

b. Calendar of Meetings 2026

It was **resolved** to approve the circulated calendar of meetings for 2026.

c. Local Organisation Leases – Sea Cadets

Cllr Snape was in favour of approving the longer lease term but thought Officers should ask the organisation to either sign the document or stop requesting changes, as this had taken too long to secure the new lease.

The Town Clerk commented that the situation was nearly complete and that the organisation had experienced some internal issues, which had led to seeming indecision regarding the occupation of the Changing Rooms. The problem had also been prolonged due to the Officers liaising with the Council's former solicitors. The Town Clerk predicted that the lease would be signed within the next month.

Members wanted a deadline imposed by the end of the financial year for completion. Cllr Toinko commented that each lease for the local organisations needed to be considered separately and that it was irrelevant to compare lease terms for the groups. Cllr Snape commented that organisations that provided a plan for the building were given longer leases than those that did not.

Cllr Wilsmore asked why the Council would extend the lease term. The Chairman advised that this related to the groups' ability to access more grant funding. Cllr Wilsmore asked if this led to any negative impact for the Council and Cllr Blazeby advised that the maintenance aspect of the lease covered FTC for these situations.

It was **resolved** to accept the request to extend the Sea Cadets' lease term to 25 years.

Action: Town Clerk

d. **Central Bedfordshire Council – Community Governance Review Consultation Second Stage**

Members discussed the review and the following points were made:

- There was a general over-reliance on co-option
- Members and residents ratios per ward
- CBC wanted to ensure parish elections wherever possible
- It was not good to have councillor vacancies
- Councils needed to ensure there were enough Members to run their activities
- The significance of having a certain number of Members for the General Power of Competence at the first meeting of the new Council term
- FTC had requested membership of 15 and CBC's counter-proposal was for it to reduce to 13
- Members were concerned that if the membership reduced to 13, then the Council would struggle to fill the Committees etc.
- There was the potential of adapting the Council's structure (e.g. merging the Finance & Business Committees) and making relevant changes to the Scheme of Delegations should numbers reduce to 13
- There was the potential that new Members would come through at the election time

It was **resolved** not to respond to CBC's counterproposal regarding the Governance Review.

Cllr Thompson suggested that Members could respond individually.

e. **Community Emergency Response Teams (CERT)**

Members discussed the item and made the following comments:

- Cllr Hart had attended the meeting at CBC about this and explained that the Officer responsible for this would work with the CERT group to offer guidance
- Various tiers of plans would be acceptable
- CBC planned to use the Leisure Centre in an emergency
- There was a budget of £3k per community for purchasing equipment, and this was for items such as pumps, sandbags and aqua bags
- There was space at the Tractor Store for storing items
- There was a potential to have financial support from CBC if FTC offered to store some of the CBC resources for neighbouring towns, as well as Flitwick
- The existing CERT WhatsApp group had been helpful when there was flooding previously, and it provided access to CBC Officers
- There was an agreement among Members that when the previous floods happened, other areas were prioritised when Flitwick needed more support
- All Members agreed that Flitwick needed a plan and Cllr Thompson commented that people needed to be aware of safeguarding with the WhatsApp group

It was **resolved** to set up a CERT Working Group.

It was **resolved** to elect the following Members to the CERT Working Group: Cllrs Hart, Bandy, Earles, Snape, Roberts, Toinko and Crawford.

5920. ITEMS FOR INFORMATION

a. Finance Reports

Members noted the Balance Sheet and Projects Fund Summary.

b. Delegated Authority Decision

Members noted the decision made under Delegated Authority to appoint Princebuild Ltd. as the chosen contractor for the replacement heating system at the Rufus Centre, for £117,181.25 + VAT. This would be funded via the Earmarked Reserve for the boilers (£57,000) and the Central Projects Fund (£60,181.25).

5921. PUBLIC OPEN SESSION

A resident commented that the CERT group was a good idea, as they had needed to provide shelter for someone for 6 weeks during the floods in Flitwick before. She added that it would benefit residents to know what support is available and that most towns should have a plan.

A resident asked for an update on the Steppingley Road field planning application. The Chairman advised that there was no update yet.

The residents left the meeting at 20:48.

5922. EXEMPT ITEMS

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

15a. Confidential Report

Members noted the Confidential Report from 21st October 2025.

15b. Station Road Update

Officers received an update from Officers.

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 20:51.

Signed..... (Chairman)

Recommendations and Resolutions of the Finance & General Purposes Committee 17th November 2025

The Town Council are asked to note the **RESOLUTIONS** and **approve** the **RECOMMENDATIONS** of the Finance & GP Committee 17th November 2025

39. Apologies for Absence

There were no apologies for absence.

43. Minutes

It was **resolved** to approve the minutes of the Finance & GP Meeting held on Monday 19th May at the Rufus Centre as a true record.

45. Items for Consideration

a. Election of Vice Chairman

It was resolved to elect Cllr Snape as the Vice Chairman.

e. Policy Review

i) Investment Management Policy

Members reviewed the circulated policy, and the Chairman proposed an amendment to Section 2 – Strategy – to delete the figure relating to half the Precept and to replace it with the Ops Reserve Earmarked Reserve, as detailed in that sentence.

Cllr Blazeby asked what the assumed rise was for the National Association of Local Councils Pay Agreement for the current year's budget. Members were advised that it had been set as a 5% rise, but the agreement was lower at 3.5% which had been sent through in August 2025. Although lower, the Senior Finance Officer informed the Members that the remaining funds had helped cover the increased National Insurance costs.

It was **resolved** to adopt the Investment Management Policy with one change, as detailed above.

ii) Anti-Fraud Policy

It was **resolved** to approve the circulated Anti-Fraud Policy.

f. **Bad Debt**

It was **resolved** to write off the bad debt (£302) from Home Instead Senior Care.

**Recommendations and Resolutions of the
Community Services Committee 2nd December 2025**

The Town Council are asked to note the **RESOLUTIONS** and **approve** the **RECOMMENDATIONS** of the Community Services Committee 2nd December 2025

1329. APOLOGIES FOR ABSENCE

It was **RESOLVED** to accept apologies from Cllr Earles – personal commitment and Cllr Harald – work commitment.

1335. MINUTES

- a. For Members to receive and adopt the minutes of the Community Services meeting held on **Tuesday 4th November 2025**.

It was **RESOLVED** to adopt the minutes from the Community Services meeting held on Tuesday 4th November 2025 as an accurate record of the meeting.

1337. ITEMS FOR CONSIDERATION

a. **Transport Interchange**

It was **RESOLVED** to instruct officers to prepare a proposal for CBC, including replating, ongoing maintenance, and costs for FTC to maintain this area on CBC's behalf. Subject to approval, Officers will enter into a 5-year SLA agreement (including the use of an environmentally friendly pesticide) with a year-on-year inflation provision.

c. **Community Budget 2026/2027**

It was **RECOMMENDED** to accept the draft budget with the addition of £4,000 in Community General Costs (4618/313).

**Recommendations and Resolutions of the
Business Improvement and Development Board Committee 9th December 2025**

The Town Council are asked to note the **RESOLUTIONS** and **approve** the **RECOMMENDATIONS**
of the Community Services Committee 9th December 2025

1614. APOLOGIES FOR ABSENCE

There were no apologies for absence.

1620. MINUTES

For Members to receive and adopt the Minutes of the Business I&DB Committee held on
Tuesday 9th September 2025.

It was **RESOLVED** to adopt the minutes of the Business Improvement & Development
Board meeting held on **Tuesday 9th September 2025**, as an accurate record.

1622. ITEMS FOR CONSIDERATION

a. Draft Business Budget 2026/2027

It was **RECOMMENDED** that the draft budget be accepted.



Flitwick Town Council

Report to Town Council, December 2025: Land off Trafalgar Drive and Salisbury Road

Relaunched application, CB/25/03264/OUT

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.

Information to Councillors and PIWG members.

An application was placed in 2023 to develop land behind Trafalgar Drive and Salisbury Road. The application was for 200+ properties (4ha+), and was detailed as 'Outline Application: 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.'

FTC lodged a formal objection produced by Councillor *James Gleave*, and presented via the Planning Improvement Working Group. The application was withdrawn by the developers.

The application has now been relaunched. It has a new number; CB/25/03264/OUT. The developer is Fielden Homes.

The proposal now reads 'Outline Application with all matters reserved except for access for the residential development comprising the formation of a new access off Trafalgar Drive & Salisbury Road and provision of open space (re-submission of CB/23/03861/OUT)'

Recommendation

That Flitwick Town Council **objects** to the relaunched application for the Land off Trafalgar Drive and Salisbury Road, on the following grounds.

- The site is not in the current CBC plan for development.
- The site remains designated green belt as it was in 2023, and exceptional circumstances to deviate against a presumption against inappropriate development in the green belt are not 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. This is relevant with the appeal to develop land at Steppingley Fields proceeding to hearing in early 2026.
- The proposal does not take consideration of the cumulative impacts of developments *outside* Flitwick. These developments are likely to generate significant vehicle movements in the Town, for example; ongoing developments at Harlington and Westoning, the large scale housing development proposed for land near Brogborough, and the construction of Universal Studios on land South West of Bedford.
- 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.
- Central Bedfordshire was impacted by an 'extreme weather event in September 2024. The area experienced unprecedented rainfall, when an estimated one month's rainfall came in a period of approx. 36 hours. Flooding damage to residential and commercial properties occurred, as well as significant disruption to transport. ***In particular localised flooding of gardens, lifting of drain covers and the over-topping of a drainage ditch occurred on the North West corner of the proposed development site.***
- The application as currently constituted, could lead to significant ongoing costs to both Central Bedfordshire and Flitwick Town Councils. The maintenance of drainage and dealing with the inevitable issues it will cause is an obvious area of concern, but the management of the fallow land which will become green space will also be costly.

The Planning Improvement Working Group (PIWG) 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 is tasked with the consideration of, and making recommendations to, Flitwick 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 as 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/25/03264/OUT.

As has been noted in previous meetings of the Town Council, the previous Chair of the PIWG and some members of the group at the time 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 opinion of the PIWG. A group discussion was held, and this report reflects the agreed position of the group following the discussion.

As previously, 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 approx. 140 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.

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 (referred to as '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. When it meets Ampthill Road, the traffic will disperse both north and south. *However*, traffic heading north from Canterbury Road, and south from Trafalgar Drive will pass the busy Windmill Road junction with its nearby zebra crossing. Any traffic heading north will proceed past the ALDI store and arrive at the busy roundabout on the A507(referred to locally as the '101 roundabout). Any traffic heading south will proceed down Flitwick High Street and arrive at the busy roundabout at the junction of The Avenue, Station Road and the A5120.

- 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 served by some 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.

It should be noted that neither the Canterbury Road estate, or the Trafalgar Drive estate have a bus service, and that Flitwick as a whole has a limited service.

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 have not been stated explicitly. The most notable being the ALDI supermarket, 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%
Percentage increase resulting from Land South of Steppingley Road only	+26%	+33%

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 regard this as relevant despite the Steppingley Road development being in Flitwick West, whereas this proposal is for development in Flitwick East. It is fair comment that the presence of the railway line ‘divides’ Flitwick for the purposes of vehicle and pedestrian movement. However, there is considerable movement of vehicles and pedestrians *across* town. For example, 3 of the 4 schools in the Town are located in Flitwick West, along with the largest retail offering. The Highlands surgery and three dental practices are located in Flitwick East. With considerable demand of all these facilities, there will always be a significant number of vehicle movements across town, and any development without improved capacity will contribute further to congestion.

The applicants acknowledge that many junctions in the Town are busy and approaching capacity. It is not an accepted view that this application should proceed anyway as there will be little overall difference.

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

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

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.

Additionally, developments *outside* Flitwick appear to have not been considered, or not stated explicitly. The most notable being ongoing housing developments at Harlington and Westoning, a proposed significant housing development on land near to Brogborough, and the proposed construction of the Universal Studios South West of Bedford. It should be noted that neither Harlington or Westoning have significant retail facilities for groceries. As such, residents are likely to come to Flitwick to use Tesco or ALDI, placing further pressure on the already congested 'Tesco' roundabout and Flitwick High Street / Ampthill Road towards the ALDI store.

There are some concerns with **access** to the proposed development.

It should be noted that access roads for the proposed development, Trafalgar Drive and Salisbury Road have no parking restrictions and are used by residents for on road parking. Feeder roads such as Admiral Row and Canterbury Road have some restrictions. All roads named are minor roads designed to permit light vehicle access to residential properties. Their use for construction traffic (albeit temporary) will result in high traffic volume, noise and pollution to residents.

Flitwick Town Council is very concerned that the proposed vehicle access to the site from Trafalgar Drive is *directly* opposite the pedestrian entrance to one of our play areas. See below.



The Flitwick Town Council play area is within the red shape. The red arrow is the proposed access route for the development from Trafalgar Drive. (with thanks to Google Maps)

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, muntjac deer, and skylarks. Owls and bats are heard and observed during the hours of darkness. 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 presented with the 2023 application gave the PIWG some cause for concern. Firstly, the results of this assessment were 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.

The bird survey submitted with the *relaunched* application gives the PIWG considerable cause for concern. At least 40 bird species were noted, with 16 being of interest. Despite being a relatively small area, the loss of any habitat or feeding area would clearly have a negative impact. (*2025 Survey by Cherryfield Ecology.*)

Additionally, the Final Ecology report (also by Cherryfield), notes the presence of commuting and foraging bats, with some trees on the site suitable for roosting and breeding. All species of bat in the UK are protected.

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 site is *unlikely* to be returned to agricultural use, and as an unused area, it is in some senses a 'wild area' and is a significant contributor to local biodiversity, especially for smaller species.

Consequently, 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 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 undertook a landscape assessment of the site, presented with the 2023 applications

A particular challenge with this assessment was 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. *This remains the case with the relaunched application.*

To summarise the situation, 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 2023 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.’”

A landscape Strategy Plan is included the relaunched application. However, it remains 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 earlier 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.”

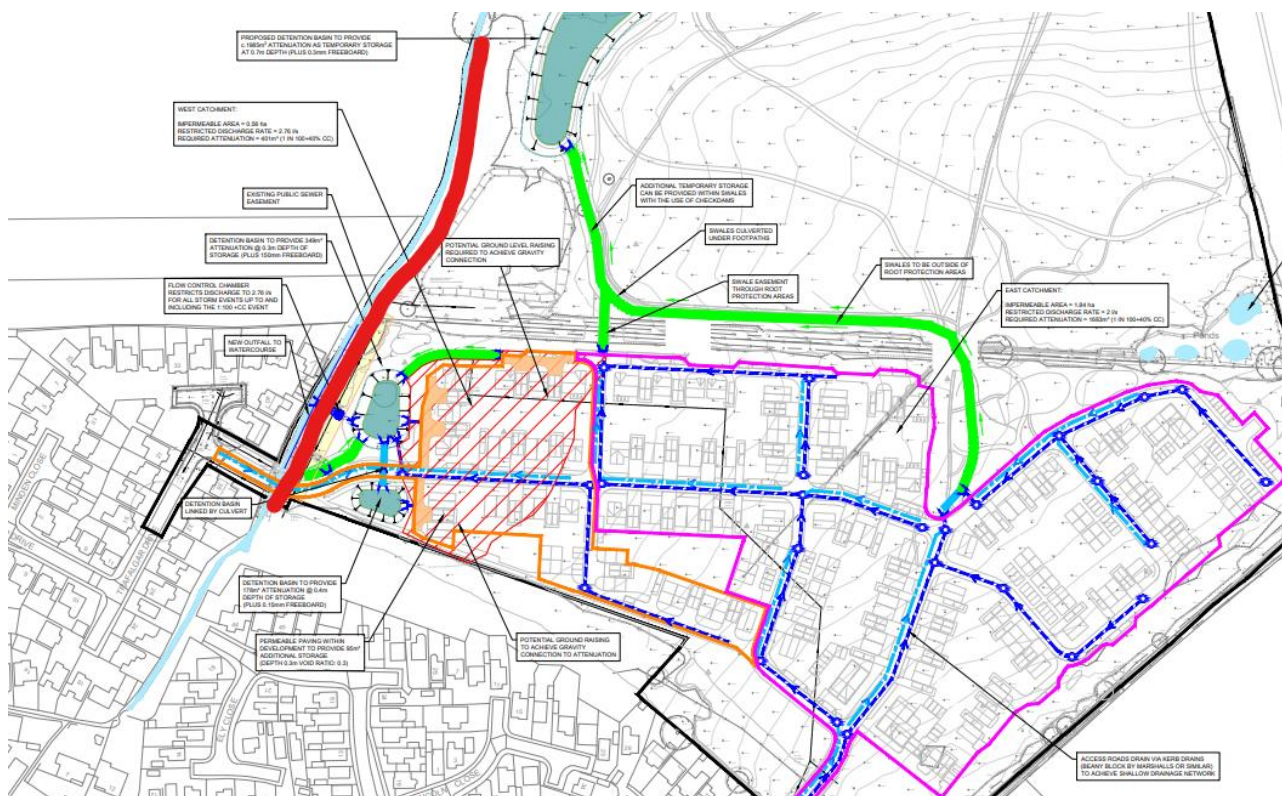
Accordingly, while it is the view of the PIWG that the landscape impact of the development is likely to be more significant than that presented, the landscape impacts of the development could be mitigated by appropriate conditions on the scale of the buildings, building materials, and screening using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

The potential impact on the egress of surface water from areas of Flitwick town, North of the Ridgeway

In September 2024, parts of Bedfordshire experienced an unprecedented rainfall event when an estimated one month's rainfall came in a period of approx. 36 hours. Flooding damage to residential and commercial properties occurred in many areas, including in Flitwick.

Following this a Flitwick Town Council member has been following up the issue of drainage in the North East sector of Flitwick. They have found that a drainage ditch between Flitwick East and Maulden Road is partially blocked. This caused a large volume of water to back up towards housing in the Trafalgar Drive and Canterbury Road areas, and further back towards Amphill Road. An attempt has been made to agree ownership of the ditch, and arrange improvement. To date, there has been no progress with this, except that residents of some properties in Trafalgar Drive have been warned by CBC to desist fly tipping garden waste onto their land adjacent to the ditch.

The ditch concerned is on the edge of the proposed development, and is featured in the Drainage Strategy Plan submitted with the 2025 application, see below.

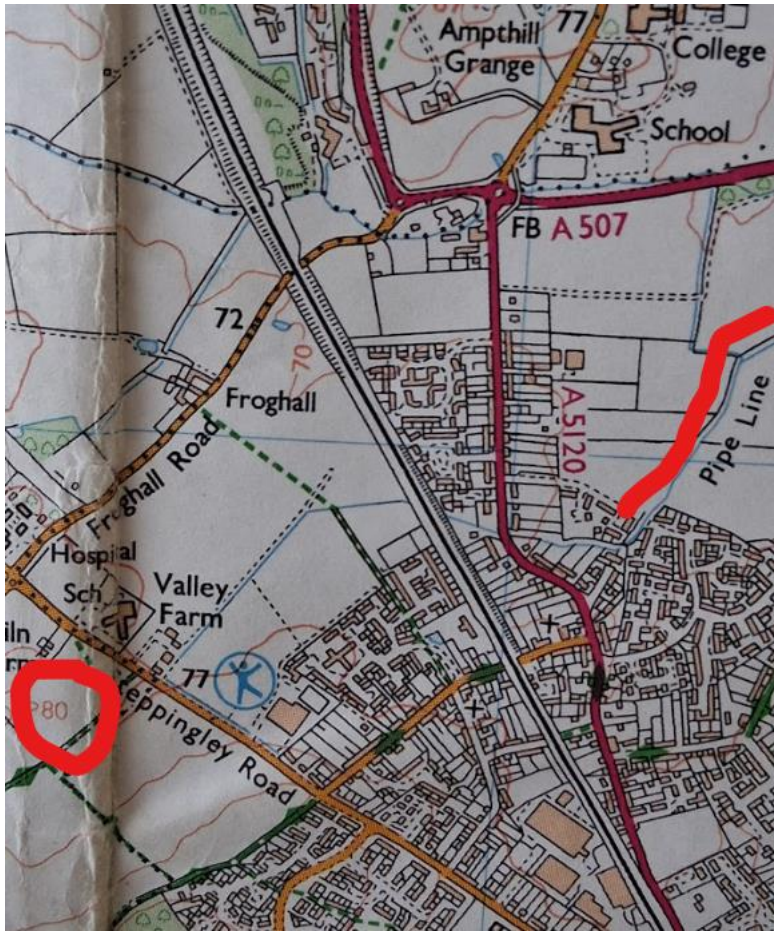


Plan 1. This image is an extract from the Drainage Strategy plan, provided with the application. *The report author* has added the red line to show the extent where the ditch is partially blocked. Note, all of the proposed kerb and surface water drainage is indicated as flowing into the affected ditch by the use of the small arrows in the plan.

This is relevant for at least two reasons;

1. the proposed development itself will add considerably to the volume of water needing to pass along the ditch eastwards (towards the River Flit),
2. *The geography of Flitwick is such that most areas North of the Ridgeway drain into the same culvert / pipe / ditch network.* At the time of writing a planning appeal is due to be heard for a development on land adjacent to Steppingley Road. If the appeal is successful, runoff water from this development will also feed into this network

Flitwick Town Council are concerned that the proposed development will contribute further to a known flood risk to residential properties to the East of Amphill Road and on Amphill Road itself.



Map 1. Extract from Ordnance Survey Explorer Sheet 193. The proposed area of the Steppingley Road development is shown as 80 – 85 metres above sea level. The area of the drainage ditch (Pipe Line) is approx. 65 to 68 metres above sea level. There is a drop of 15 to 20 metres for rainfall runoff across the northern part of Flitwick. *The proposed area of the Trafalgar Drive / Salisbury Road development is in the area of the text 'Pipe Line' on the right of the map.*

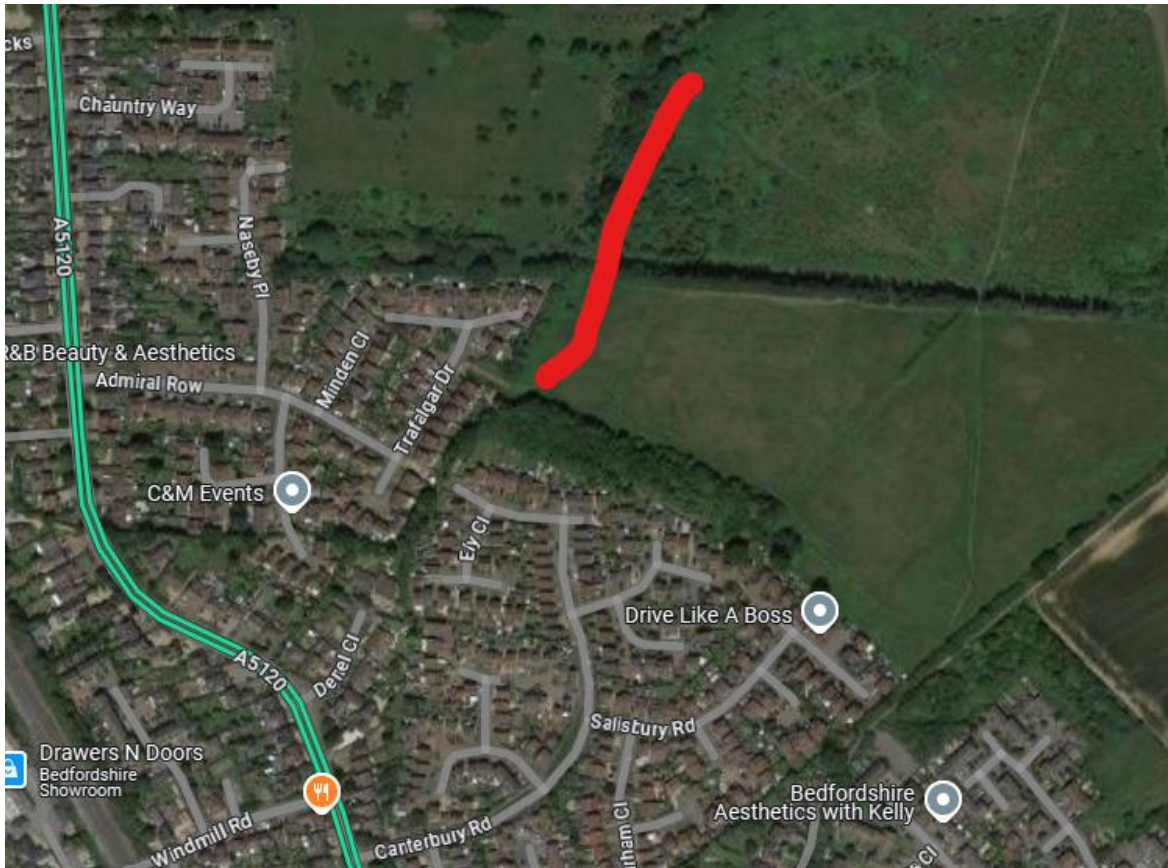


Photo 1. The **red line** shows the area where the drainage ditch is partially blocked at various points, causing the water to back up *into residential areas* during heavy rainfall in September 2024. (with thanks to Google Maps).

Examples of blockages and obstructions within the drainage ditch.



Photo 2. An ad-hoc crossing point from land owned by Central Bedfordshire Council created in the drainage ditch, resulting in partial blockage. The direction of water flow is from left to right.



Photo 3. An example of garden waste being fly tipped from a property into the ditch, and it appears that earlier tips of waste have fallen into the ditch.



Photo 4. General waste, possible storm damage or fly tipping at a location in the drainage ditch. The direction of water flow is upper left to bottom right of the photograph.



Photo 5. General vegetation blockage in the ditch. The direction of water flow is from the bottom left towards the centre of the photograph.

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 is 14,500. The practice has 9 registered GPs, with 5 available at any one time. The practice is also supported by one mobile paramedic.

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 include the [Get Information on Schools service](#) provided by the Department for Education and Skills, and evidence provided by a Governor at one of the establishments. This evidence indicates that three schools are operating over capacity, one in excess of 90% capacity, and *only one* operating comfortably within capacity.

Table 2 - Current use and capacity of local schools (Revised 26/11/25)

	Current pupils on roll	Estimated capacity	Current utilisation
Flitwick Lower School	302	300	100.6%
Kingsmoor Lower School	167	225	74%
Templefield Lower School	313	300	104%
Woodland Middle Academy	670	720	93%
Redborne Upper School	1592	1418	112%

The PIWG considers that concerns around the impact on local services are 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 in the 2025 application.

The Schedule of Accommodation indicates a mix of property types and homes listed as ‘Private’ and ‘Affordable’. As at November 2025, the breakdown is as follows:

- 77 Private units
- 64 Affordable units

Therefore, 45% of the units to be provided on the development site are described as 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.

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.

Final considerations

A matter that was subject to discussion within 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.

The PIWG has no view whether the development will be granted planning permission by Central Bedfordshire Council. However, in the event that outline that permission is granted, it would be prudent to request improvements to the development proposals.

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 be identified and funding secured for their delivery in advance of the development taking place, especially the junction of High Street / The Avenue / Station Road / A5120 Railway Bridge, and the junction of Ampthill Road / the A507;
- 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 housing units being affordable homes is secured through a planning obligation.

----- ends -----

**Councillor Howard Hodges,
Chair, Planning Improvement Working Group.**

(Please note, some text in this document is taken from a previous document prepared in 2023 by Councillor James Gleave in response to the earlier phase of the application.)

November 2025



Flitwick Town Council

Draft Budget 2026-2027

1. Background

The enclosed Draft Budget for 2026-27 has been prepared for consideration by the Finance & General Purposes (F&GP) Committee on 15th December and the Council on 16th December.

Each Budget Holder has forecast the 2025-26 year-end position for every nominal code and set proposed budgets for the next financial year.

The F&GP Committee conducted its initial scrutiny of the draft budget at their meeting on 17th November. Subsequently, the Community Services Committee, the Business Improvement & Development Board and the HR Committee have considered their respective draft budgets, and decisions from these discussions have been included in the updated version circulated.

The draft budget remains a working document until the proposed budget is considered at the Council meeting on 20th January and the precept for 2026-27 is agreed.

2. Introduction

Members can scrutinise the draft budget circulated and offer comments or suggestions at this meeting.

At this stage, any changes to the budget will be implemented, and following this, the proposed budget will be presented for consideration in January.

3. Context

For the second consecutive year, the budget remains relatively conservative due to Station Road Refurbishment and the unfinished Steppingley Road land sale projects.

As Members know, a large proportion of the Council's reserves were used to assist with funding the Station Road refurbishment project, and other capital expenditure was kept to a minimum. The Council made significant revenue budget savings in 2024-25, which have been repeated where possible for 2025-26 to assist with this situation.

The Council remained committed to delivering high-quality services for its community and implemented affordable modernisation/upgrades to the Rufus Centre during this time.

The planning application for the Steppingley Road land sale has now been submitted; however, there are many variables with this project, and the date for receiving a capital receipt (if permission is granted) remains unknown.

It is hoped that a decision on the Steppingley Road planning application will be made towards the end of the current financial year, but this is not guaranteed. Members need to be aware that the income from this capital receipt must be spent on capital expenditure. For this reason, the capital receipt cannot be used to replenish the Council's reserves. The Council's reserves will be replenished over several years. Initially, the surplus at 2025-26 (mainly profits from the Rufus Centre and Rendezvous Café) will be the first step in building up the reserves.

The Council's appointed Internal Auditor advises that it is not common practice to have reserve funds to the value that the Council had before the Station Road refurbishment. It is considered prudent to have reserve funds earmarked for future projects clearly in the accounts, and to keep the General Reserves at approximately 6 months' operational costs.

4. Precept Demonstrations

Included in the circulated draft budget, Members can see the precept demonstrations based on different percentages, including the inflation rate, for any rise.

The page also indicates the various levels of project funding that the Council can include within the precept request based on the current revenue budget position. We are sure that Members will agree that the options are all positive, considering the potential for further delays for the Steppingley Road land sale.

Members will be able to see the Band D household implications for any budget decisions as part of the demonstrations (details of all bands' information can be seen on a different page).

It is important to note that the draft revenue budget for 2026-27 is currently £31,963 lower than this year's. This is mainly due to a reduced establishment budget (£38,250 lower). So, even with increased provision for the uplift in business rates, insurance, plant equipment and increased community activities, the Council remains in a strong financial position going into next year. We are starting to see the benefits of negotiating contracts early, for example, for building maintenance and utilities, remaining cautious with capital expenditure and making revenue budget savings over the past couple of years.

When comparing the current position to this time last year, previously the Council had £137,164 in additional costs to factor in (including £68k for increased staff costs and £21k for increased running costs at Station Road). These are not provisions that the Council needs to budget for this time.

It is good practice to increase the precept slightly each year so that residents are not hit with a one-off significant increase in a future year. We know that business rates will rise again for 2027-28, and the Council's Utilities Broker has warned about increased electricity standing charges for the same year.

There is an opportunity, because of the status of the budget as it stands, for the Council to reintroduce some provisions to bring it in line with the amount budgeted for 2025-26. Some potential ideas for this include reinstating the community grants, allocating funds to the FTC corporate events budget, and adding funds to the Council's building maintenance budgets.

If this option were taken, the precept request would contain less project funding than detailed in the demonstrations circulated. Members are asked to discuss this at the meeting. Officers can work on relevant precept demonstrations once the revenue budget lines are increased, if this were the route Members would like to progress with.

5. Community Activities

Members will know that the Council has a new Community Engagement Manager who started her role in August. There are significant proposed changes to the Community Activities Budget, reflecting new ideas informed by the Community Engagement Strategy. Please see the relevant explanatory note from the budget holder, included in the papers, for more details on specific activities.

6. Next Steps

The F&GP Committee will further scrutinise the draft budget at its meeting on 14th January 2026 and make its recommendation on the precept for consideration at the Council meeting on 20th January.

Officers will submit the agreed precept request to CBC the following day.

Stephanie Stanley
Deputy Town Clerk & RFO

Finance & General Purposes Committee

Flitwick Town Council **DRAFT** Budget 2026/27

Budget Manager: Steph Stanley

GENERAL PURPOSES: 101

			LAST Year: 2024/25		CURRENT Year: 2025/26					NEXT Year: 2026/27		
			Budget	Actual	Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1003	Photocopying Contribution	150	265	190	224		224	250	200	▲10	▲5%
	1191	Miscellaneous Income	0	38	0	4,665	4,665	0	0	0		
		Total Income	150	303	190	4,889	4,665	224	250	200	▲10	▲5%
Expenditure	4001	Salaries & Wages	231,775	213,185	229,247	120,265		120,265	211,318	225,843	▼3,404	▼1%
	4003	Travel Costs	30	24	30	16		16	28	30		
	4017	FTC Hospitality	750	748	720	471		471	720	720		
	4020	Postage Costs	1,300	1,069	1,300	1,063		1,063	1,300	1,300		
	4021	Stationary	2,500	2,402	2,500	470		470	1,500	1,500	▼1,000	▼40%
	4022	Photocopier Costs	2,600	2,500	2,600	1,350		1,350	2,600	2,600		
	4023	Telephone Costs	8,500	7,287	8,000	3,919		3,919	7,020	7,020	▼980	▼12%
	4025	Office Furniture & Equipment	1,500	795	1,100	978		978	1,100	1,100		
	4034	Salaries Contingency	25,000	26,133	10,000	604		604	10,000	10,000		
	4040	IT Support	25,000	26,133	26,000	15,365		15,365	21,500	18,500	▼7,500	▼29%
	4048	IT Hardware	16	4,541	2,500	0		0	2,500	2,500		
	4056	Licenses & Memberships	2,000	2,727	2,800	2,800		2,800	2,900	4,900	▲2,100	▲75%
	4058	Bank Charges	160	222	200	40		40	200	260	▲60	▲30%
	4059	SUNDRIES	300	234	300	37		37	150	150	▼150	▼50%
	4102	FTC Internal Rent	37,590	37,590	37,590	21,928		21,928	37,590	37,590		
4103	FTC Internal Hire	2,000	1,535	1,500	765		765	1,500	2,000	▲500	▲33%	
	Total Expenditure	341,021	327,125	326,387	170,071	0	170,071	301,926	316,013	▼10,374	▼3%	

CIVIC PURPOSES: 102

			LAST Year: 2024/25		CURRENT Year: 2025/26					NEXT Year: 2026/27		
			Budget	Actual	Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Inc.	1143	CURRENT Yr - TM Charity Income	0	2,488	0	2,156		2,156	0	0		
		Total Income	0	2,488	0	2,156	0	2,156	0	0		
Expenditure	4035	Regalia Costs	500	0	500	500		500	500	1,000	▲500	▲100%
	4036	Civic Service	800	0	800	0		0	800	800		
	4103	FTC Internal Hire	620	664	500	0		0	500	500		
	4143	CURRENT Yr - TM Charity Costs	0	2,488	0	541		541	0	0		
	4149	Leader Expenses	0	200	200	-15		-15	200	200		

Exp	4210	TM Allowance & Civic Reception	4,000	4,000	4,000	618		618	4,000	4,000		
	4502	Elections / By Elections	0	0	0	0		0	0	6,500	▲6,500	▲100%
	Total Expenditure		5,920	7,352	6,000	1,644	0	1,644	6,000	13,000	▲7,000	▲117%

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COMMUNICATIONS: 103			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1001	Advertising Income	750	564	1,000	200		200	668	500	▼500	▼50%
	1177	Grants & Donations Received	0	2,000	0	0		0	0	0		
	Total Income		750	2,564	1,000	200	0	200	668	500	▼500	▼50%
Expenditure	4024	Marketing Planning Software	250	240	250	0		0	250	250		
	4028	Advertising & Promotions	135	205	250	0		0	250	250		
	4031	Flit Valley Communications								692	▲692	▲100%
	4038	Living History Website	1,390	47	1,000	0		0	1,000	0	▼1,000	▼100%
	4042	FTC Branding	3,000	1,200	1,000	1,000		1,000	1,000			
	4045	Flitwick Papers Costs	9,000	8,910	9,500	4,838		4,838	8,776	9,500		
	4046	Website Maintenance	1,500	630	1,100	375		375	1,100	1,200	▲100	▲9%
	4705	Bad Debt	0	0	0	0		0	302			
Total Expenditure		15,275	11,232	13,100	6,213	0	6,213	12,678	11,892	▼1,208	▼9%	

-6,013

3 STATION ROAD: 106			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1022	Tenant Rent	0	0	0	0	0	0	909	22,250	▲22,250	▲100%
	1028	Building Dilapidation	0	100,000								
	1177	Grants & Donations Received	0	384,667								
	Total Income		0	484,667	0	0	0	0	909	22,250	▲22,250	▲100%
Expenditure	4013	Utility - Electric	0	1,474	2,000	1,268		1,268	1,400	0	▼2,000	▼100%
	4015	Utility - Water	0	149	200	121		121	121	0	▼200	▼100%
	4016	Business Rates	0	15,169	16,456	9,916		9,916	9,916	0	▼16,456	▼100%
	4019	Utility - Gas	0	330	600	210		210	210	0	▼600	▼100%
	4029	Insurance	0	1,921	2,737	0		0	0			
	4131	Renovation Costs	52,408	392,163	0	519,718	519,634	84	84	0		
	4132	Building Maintenance	0	190	0	498		498	498	400	▲400	▲100%
	4140	Maintenance Contracts	0	0	0	1,344		1,344	1,344	0		

4506	Legal & Professional	0	122,412	0	22,532	22,532	0	0	0		
	Total Expenditure	52,408	533,808	21,993	555,607	542,166	13,441	13,573	400	▼ 21,593	▼ 98%

-13,441

FINANCE & HR: 422

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Inc.	1002	Insurance Claims	0	39,242								
	Total Income		0	39,242				0				
Expenditure	4004	Insurance Claims	0	39,742								
	4009	Health & Safety	4,000	3,508	4,000	1,395		1,395	3,500	3,500	▼ 500	▼ 13%
	4010	Simply Health Scheme	6,000	5,651	6,700	2,518		2,518	6,700	6,750	▲ 50	▲ 1%
	4027	Audit Fees - External	2,300	2,700	2,700	-2,700		-2,700	2,700	3,000	▲ 300	▲ 11%
	4029	Insurance	28,350	34,673	38,852	38,736		38,736	38,736	45,000	▲ 6,148	▲ 16%
	4039	HR Support	6,000	7,135	6,500	6,314		6,314	7,000	8,000	▲ 1,500	▲ 23%
	4041	PDQ Systems: 420/422: 50/50	3,000	4,252	5,000	2,705		2,705	4,500	5,000		
	4047	Staff Training	3,000	2,630	3,500	2,632		2,632	3,500	3,000	▼ 500	▼ 14%
	4053	Payroll Systems	2,000	1,903	1,500	479		479	1,500	1,700	▲ 200	▲ 13%
	4054	Spot Bonus Awards	160	160	300	120		120	300	600	▲ 300	▲ 100%
	4057	Accounts IT Software	2,500	2,380	3,500	3,150		3,150	3,150	3,312	▼ 188	▼ 5%
	4061	Loan CAPITAL Paid	45,000	37,422	37,982	31,982		31,982	37,982	38,555	▲ 573	▲ 2%
	4062	Loan INTEREST Paid	20,000	18,489	17,904	8,953		8,953	17,904	16,756	▼ 1,148	▼ 6%
	4103	FTC Internal Hire	1,400	1,716	3,000	607		607	3,000	2,000	▼ 1,000	▼ 33%
	4156	Audit Fees - Internal	2,200	1,620	2,300	-290		-290	1,500	1,550	▼ 750	▼ 33%
	4160	Accountancy Consultancy	4,700	2,902	4,000	1,835		1,835	2,600	2,600	▼ 1,400	▼ 35%
4506	Legal & Professional Fees	10,000	19,765	12,000	9,516		9,516	12,000	14,000	▲ 2,000	▲ 17%	
Total Expenditure		140,610	186,648	149,738	107,952	0	107,952	146,572	155,323	▲ 5,585	▲ 4%	

-9,516

PLANNING: 601

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Inc.	1191	Misc. Income	0	1,386								
	Total Income		0	1,386	0		0	0	0	0		
Exp.	4103	FTC Internal Hire	350	354	350	115		115	350	350		
	Total Expenditure		350	354	350	115	0	115	350	350		

-115

Business Improvement & Development Board

Flitwick Town Council **DRAFT** Budget 2026/27

Budget Manager: Mat Earles

RENDEZVOUS: 420

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1024	Room Bookings	1,000	2,669	2,500	1,603		1,603	2,500	2,500		
	1026	Bar Income - Rendezvous	40,000	41,005	50,000	27,084		27,084	52,500	57,000	▲ 7,000	▲ 14%
	1027	Catering Income - Rendezvous	212,100	237,685	247,500	150,256		150,256	247,500	255,000	▲ 7,500	▲ 3%
	1067	RENDEZVOUS Event Income	3,000	2,408	5,000	100		100	1,000	2,500	▼ 2,500	▼ 50%
	1155	Catering Income - Corporate	106,050	78,580	77,770	33,486	-6	33,480	62,500	65,000	▼ 12,770	▼ 16%
	1156	Catering Income - Functions	35,350	10,236	28,230	25,149		25,149	33,750	14,000	▼ 14,230	▼ 50%
	NEW	External Catering Income						0	0	42,000	▲ 42,000	▲ 100%
		Total Income	397,500	372,583	411,000	<i>237,678</i>	<i>-6</i>	237,672	399,750	438,000	▲ 27,000	▲ 7%
Expenditure	4001	Salaries & Wages	222,072	200,963	230,353	126,348		126,348	219,314	234,812	▲ 4,459	▲ 2%
	4002	Uniform	800	263	500	349		349	500	500		
	4011	Agency Staff	0	8,255					1,600	0		
	4014	CASUAL STAFF Wages	8,400	12,888								
	4018	Agency Referral	0	2,800								
	4041	PDQ SYSTEMS: 420/422: 50/50	3,000	4,703	5,000	2,705		2,705	4,500	5,000		
	4056	LICENCES / MEMBERSHIPS	200	0								
	4066	Casual Staff - Rendezvous CAFE	0	0	15,000	3,942		3,942	6,500	5,000	▼ 10,000	▼ 67%
	4067	Casual Staff - Rendezvous BAR	0	0	4,000	2,669		2,669	4,000	4,500	▲ 500	▲ 13%
	4102	FTC Internal Rent	11,500	11,500	11,500	6,708		6,708	11,500	11,500		
	4138	Equipment Purchase	5,000	4,615	4,000	5,614		5,614	5,614	5,000	▲ 1,000	▲ 25%
	4140	Maintenance Contracts	6,200	4,123	5,000	1,277		1,277	5,000	5,115	▲ 115	▲ 2%
	4141	Catering Costs - Corporate	33,000	34,978	24,200	15,319		15,319	24,200	22,000	▼ 2,200	▼ 9%
	4144	Catering Costs - Functions	11,000	11,685	8,800	5,506		5,506	8,800	8,000	▼ 800	▼ 9%
	4145	External Catering			0	8,380		8,380	12,880	30,000	▲ 30,000	▲ 100%
	4147	Catering Costs - Rendezvous	66,000	72,932	77,000	44,155		44,155	77,000	77,800	▲ 800	▲ 1%
	4148	Bar Costs - Rendezvous	16,500	19,877	20,000	8,213		8,213	15,000	20,000		
	4150	Promotions & Advertising	1,630	100	1,250	0		0	1,250	1,250		
	4154	Rendezvous Event Expense	1,500	2,172	3,600	0		0	500	500	▼ 3,100	▼ 86%
	4155	Stock Check Costs	840	907	900	680		680	908	908	▲ 08	▲ 1%
4157	Wastage: Rendezvous	0	422	1,200	1,036		1,036	2,000	1,500	▲ 300	▲ 25%	
	Total Expenditure	387,642	393,183	412,303	<i>232,901</i>	<i>0</i>	232,901	401,066	433,385	▲ 21,082	▲ 5%	

RUFUS CENTRE: 421

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1010	Pitch/Field Hire	2,500	6,633	5,000	7,100		7,100	5,500	7,000	▲ 2,000	▲ 40%
	1018	Alarm Activation Reimbursement			0	245		245	245	250	▲ 250	
	1019	Hire of Equipment	5,500	5,290	7,000	2,315		2,315	3,000	5,000	▼ 2,000	▼ 29%
	1020	Functions Income - Rufus Centre	12,000	18,694	15,000	14,368		14,368	18,000	20,000	▲ 5,000	▲ 33%
	1021	Ticketsolve Booking Fees	0	2,118	5,000	974		974	2,500	3,500	▼ 1,500	▼ 30%
	1022	Tenant Rent	260,000	275,609	295,000	178,015		178,015	295,000	299,300	▲ 4,300	▲ 1%
	1023	Rufus Events Income	15,000	25,789	20,000	12,192		12,192	18,000	20,000		
	1024	Room Bookings	160,000	155,176	170,000	69,760		69,760	120,000	150,000	▼ 20,000	▼ 12%
	1025	Private Residential Flat	7,800	8,398	9,122	5,221		5,221	9,122	9,770	▲ 648	▲ 7%
	1030	Rufus Events - NT Live			0	849		849	3,500	5,000	▲ 5,000	▲ 100%
		Total Income	462,800	497,707	526,122	291,039	0	291,039	474,867	519,820	▼ 6,302	▼ 1%
Expenditure	4001	Salaries & Wages	231,528	227,824	252,347	135,496		135,496	229,861	237,016	▼ 15,331	▼ 6%
	4002	Uniform	36	236	300	430		430	430	300		
	4013	Utility - Electric	19,334	27,738	17,191	8,770		8,770	26,076	26,000	▲ 8,809	▲ 51%
	4014	Casual Staff Wages	3,600	6,089	1,000	715		715	1,000	1,000		
	4015	Utility - Water	6,218	6,510	6,218	4,462		4,462	7,700	8,100	▲ 1,882	▲ 30%
	4016	Business Rates	38,500	41,223	44,054	24,027		24,027	41,072	49,341	▲ 5,287	▲ 12%
	4019	Utility - Gas	10,448	15,538	13,567	3,402		3,402	13,567	15,141	▲ 1,574	▲ 12%
	4026	Equipment Maintenance	0	0	1,000	0		0				
	4030	Ticketsolve Costs	0	5,029	5,000	2,917		2,917	5,000	5,000		
	4040	IT Support	6,065	2,614	3,500	1,844		1,844	3,160	3,000	▼ 500	▼ 14%
	4046	Website Maintenance	1,000	290	1,000	110		110	1,000	1,000		
	4056	Licenses & Memberships	3,000	2,016	3,200	1,069		1,069	3,200	3,200		
	4078	Planting/Weeding	500	361								
	4102	FTC Internal Rent	-49,090	-49,090	-50,386	-29,392		-29,392	-50,386	-50,386		
	4103	FTC Internal Hire	-18,720	-13,563	-19,700	-3,638		-3,638	-19,700	-12,450	▲ 7,250	▼ 37%
	4128	Waste Disposal	6,500	8,084	6,500	4,233		4,233	7,000	7,000	▲ 500	▲ 8%
	4130	Rufus Capital Works	0	39,948								
	4132	Building Maintenance	23,000	22,857	20,000	16,194		16,194	20,000	20,000		
	4134	Cleaning Costs	33,100	34,787	33,100	20,526		20,526	33,100	33,100		
	4136	Rufus Field/Pitch Maint	1,000	1,000	1,000	7106	6,825	281	981	700	▼ 300	▼ 30%
4138	Equipment Purchase	7,000	6,761	6,000	2,752		2,752	6,000	6,000			
4140	Maintenance Contracts	18,000	16,045	22,500	9,725		9,725	22,500	18,754	▼ 3,746	▼ 17%	
4142	Rufus Events Expense	12,500	21,278	15,000	8,070		8,070	15,000	15,000			
4150	Promotions & Advertising	8,000	5,150	6,000	1,822		1,822	6,000	6,000			

4158	Room Bookings Commission Charges	1,500	1,905	500	308		308	500	500		
4159	Functions Expense - Rufus Centre	10,000	6,115	12,000	10,219		10,219	13,200	13,200	▲ 1,200	▲ 10%
4705	Bad Debt	0	143								
	Total Expenditure	373,019	436,888	400,891	231,167	6,825	224,342	386,261	406,516	▲ 5,625	▲ 1%

Community Services Committee: Amenities & Public Realm

Flitwick Town Council **DRAFT** Budget 2026/27

Budget Manager: Stacie Lockey

CORE SERVICES: 300			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Expenditure	4001	Salaries & Wages	375,162	383,642	406,942	191,566		191,566	342,045	236,478	▼170,464	▼42%
	4002	Uniform	600	663	600	657		657	600	750	▲150	▲25%
	4005	Vehicle/Trucks Maintenance	600	522	750	426		426	600	750		
	4006	Fuel	3,500	3,521	5,000	2,121		2,121	3,600	4,000	▼1,000	▼20%
	4008	Vehicle/Trucks Insurance	3,000	2,740	3,200	3,221		3,221	3,221	3,361	▲161	▲5%
	4037	PublicR Contractor Costs	0	18	0	3,165		3,165	3,600	17,000	▲17,000	▲100%
	4051	Grants Permitted	5,000	5,000	0	0		0	0	0		
	4063	Vehicle/Trucks Repayments	8,850	8,788	8,900	5,126		5,126	8,844	8,844	▼56	▼1%
	4064	Town Centre CCTV	1,700	1,788	2,800	59		59	2,300	2,800		
	4103	FTC Internal Hire	3,000	1,383	2,500	276		276	2,500	1,000	▼1,500	▼60%
Total Expenditure			401,412	408,065	430,692	206,617	0	206,617	367,310	274,983	▼155,709	▼36%

-206,617

BURIAL GROUNDS: 301			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Current Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1004	Burial Grounds Income	8,000	22,263	5,000	16,907		16,907	25,000	15,000	▲10,000	▲200%
	1013	CBC-Closed Burial Ground	1,000	1,000	1,000	0		0	1,000	1,000		
Total Income			9,000	23,263	6,000		6,000	16,907	26,000	16,000	▲10,000	▲167%
Expend.	4015	Utility - Water	150	106	150	71		71	100	100	▼50	▼33%
	4068	Burial Ground Expenditure	750	862	500	1,005		1,005	3,500	1,500	▲1,000	▲200%
Total Expenditure			900	968	650	1,076	1,726	1,076	3,600	1,600	▲950	▲146%

15,831

ALLOTMENTS: 302

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Current Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Inc.	1005	Allotment Rents	4,500	4,738	4,500	683		683	4,500	4,500		
	Total Income		4,500	4,738	4,500	683	0	683	4,500	4,500		
Expenditure	4015	Utility - Water	500	313	500	1,584		1,584	1,820	1,850	▲1,350	▲270%
	4072	Allotments Maintenance	1,500	1,500	1,500	457		457	1,500	1,500		
	4088	Portaloo Hire	0	0	0	1,718	1,718	0	0	0		
	4103	FTC Internal Hire	350	241	350	101		101	350	350		
	Total Expenditure		2,350	2,054	2,350	3,860	1,718	2,142	3,670	3,700	▲1,350	▲57%

-1,459

LOCAL AMENITIES/TRACTOR STORE: 303

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Current Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1014	Phone Mast (Station Road)	1,100	5,500	1,100	5,500		5,500	5,500	1,000	▼100	▼9%
	1070	Manor Park (Rural Paymt Agent)	0	1,851	0	888		888	888	0		
	1177	Grants & Donations Received	0	11,334	0	17,487		17,487	17,487	0		
	1191	MISC INCOME	0	14,215								
	Total Income		1,100	32,900	1,100	23,875	0	23,875	23,875	1,000	▼100	▼9%
Expenditure	4013	Utility - Electric	1,000	1,558	1,000	444		444	1,000	1,200	▲200	▲20%
	4015	Utility - Water	0	0	1,000	0		0	500	1,000		
	4059	Sundries								500	▲500	▲100%
	4078	Planting/Weeding	2,000	1,964	1,500	1,105		1,105	1,500	2,500	▲1,000	▲67%
	4084	Plant/Equip - PURCHASE	2,500	2,384	2,000	7,108	4,650	2,458	2,458	4,000	▲2,000	▲100%
	4085	Plant/Equip - MAINTENANCE	2,300	2,586	2,500	1,295		1,295	4,521	4,500	▲2,000	▲80%
	4110	Tree Maintenance	3,000	10,680	4,000	1,240		1,240	4,000	4,000		
	4118	Bins & Seats	300	0								
	4128	Waste Disposal	7,000	5,880	7,000	3,505		3,505	5,160	6,025	▼975	▼14%
	4132	Building Maintenance	500	482	1,000	1,171		1,171	1,019	1,000		
	4137	Water Dispenser Maintenance	300	0	300	0		0	300			
	4140	Maintenance Contracts	830	813	1,430	870		870	1,430	900	▼530	▼37%
	4700	Flitwick Manor Park	7,000	7,087	7,000	5,000		5,000	7,000	9,000	▲2,000	▲29%
4701	Flit Valley Maintenance	0	0	500	0	0	0	500	500			
4702	Flitwick Nature Park	1,000	1,157	500	1,823	1,500	323	500	500			

		Total Expenditure	27,730	34,591	29,730	23,561	6,150	17,411	29,888	35,625	▲5,895	▲20%
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6,464

PLAY AREAS: 305

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Current Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1010	Pitch / Field Hire			0	87		87	263	903	▲903	▲100%
	1012	Millennium Park Hire	1,500	3,200	1,700	1,190		1,190	1,190	2,510	▲810	▲48%
		Total Income	1,500	3,200	1,700	1,277	0	1,277	1,453	3,413	▲1,713	▲101%
Expenditure	4075	Play Areas Repairs & Maint.	8,000	32,713	8,000	11,952	9,994	1,958	8,000	8,000		
	4098	Skate Park Lighting	500	409	650	170		170	500	500	▼150	▼23%
	4111	Pitch Maintenance - Hinksley Rd								700	▲700	▲100%
	4122	Changing Rooms - Hinksley Rd	0	846	650	645		645	860	900	▲250	▲38%
	4861	Millennium Park Path S106	0	11,305								
		Total Expenditure	8,500	45,273	9,300	12,767	9,994	2,773	9,360	10,100	▲800	▲9%

-1,496

STREET LIGHTING: 306

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Current Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Expend.	4096	Electricity - Street Lights	7,000	7,513	7,609	3,283		3,283	7,609	7,650	▲41	▲1%
	4097	Street Lighting Maintenance	500	113	2,000	0		0	2,000	2,000		
		Total Expenditure	7,500	7,626	9,609	3,283	12,892	3,283	9,609	9,650	▲41	▲0.4%

-3,283

Community Services Committee: Community Engagement

Flitwick Town Council **DRAFT** Budget 2026/27

Budget Manager: Lisa Simpson

FOOD HUB: 310			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Current Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1148	Community Fridge Deliveries	0	0	192	180		180	300	240	▲ 48	▲ 25%
	1149	Sofea Collections			0	0		0	488	2,340	▲ 2,340	▲ 100%
	1177	Grants & Donations Received	0	0	0	44,589	26,583	18,006	18,006	0		
	Total Income		0	0	192	44,769	26,583	18,186	18,794	2,580	▲ 2,388	▲ 1244%
	4003	Travel Costs	0	0	1,200	184		184	184			
	4005	Vehicle/Trucks Maintenance	0	0	0	345		345	345	850	▲ 850	▲ 100%
	4008	Vehicle/Trucks Insurance	0	0	0	1,463	1,463	0	0	1,610	▲ 1,610	▲ 100%
	4012	Vehicle/Trucks PURCHASE	0	0	0	16,945		16,945	16,945			
	4071	FUEL - Community Fridge	0	0	400	0		0	0			
	4047	Training								450	▲ 450	▲ 100%
	4102	FTC Internal Rent	0	0	1,296	756		756	1,296	1,296		
	4103	FTC Internal Hire	0	0	0	0		0	0	250	▲ 250	▲ 100%
	4128	Waste Disposal	0	0	0	85		85	225	355	▲ 355	▲ 100%
	4619	General Community Fridge Costs	0	0	200	2,886	2,686	200	200	2,500	▲ 2,300	▲ 1150%
	4620	Sofea Collections			0	0		0	488	2,340	▲ 2,340	▲ 100%
Total Expenditure		0	0	3,096	22,664	4,149	18,515	19,683	9,651	▲ 6,555	▲ 212%	

-329

THE HUB & YOUTH ACTIVITIES: 311

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Current Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1035	Youth Hub Hire	1,000	1,226	1,000	983		983	650	650	▼ 350	▼ 35%
	1041	Youth Activities	15,000	15,000	15,000	15,000	15,000	0	0	15,000		
	1177	Grants & Donations Received	0	1,000	0	0		0	0	0		
		Total Income	16,000	17,226	16,000	15,983	15,000	983	650	15,650	▼ 350	▼ 2%
Expenditure	4013	Utility - Electric	1,694	2,061	1,173	671		671	1,173	1,013	▼ 160	▼ 14%
	4015	Utility - Water	1,306	1,239	4,500	220		220	1,000	1,000	▼ 3,500	▼ 78%
	4016	Business Rates	1,700	1,921	2,113	1,921		1,921	1,921	2,367	▲ 254	▲ 12%
	4049	Youth Provision	59,000	58,950	52,250	39,188		39,188	52,250	52,250		
	4082	Youth Hub CCTV	1,000	443	1,000	0		0	500	500	▼ 500	▼ 50%
	4128	Waste Disposal	400	326	400	138		138	350	390	▼ 10	▼ 3%
	4132	Building Maintenance	2,000	1,588	1,500	863		863	1,500	1,500		
	4134	Cleaning Costs	1,815	2,055	1,850	852		852	1,600	1,600	▼ 250	▼ 14%
	4138	Equipment Purchase	1,000	924	500	311		311	500	500		
	4140	Maintenance Contracts	1,600	2,402	2,200	1,592		1,592	1,980	1,980	▼ 220	▼ 10%
	4151	Broadband Costs	0	0	550	338		338	548	504	▼ 46	▼ 8%
	Total Expenditure	71,515	71,909	68,036	46,094	0	46,094	63,322	63,604	▼ 4,432	▼ 7%	

-45,111

COMMUNITY ACTIVITIES: 312

			LAST Year: 2024/25		CURRENT Year: 2025/26				NEXT Year: 2026/27			
			Budget	Actual	Current Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1036	Stitchers Donations	0	66								
	1120	KEEP FIT / Dance Fitness	2,800	3,416	3,200	1,421		1,421	2,775			
	1147	Forget Me Not Group	0	103								
	1177	Grants & Donations Received	0	29,592	0	13,770	13,770	0	0	0		
	1181	Cost of Living Monies Rec'd	0	356								
	1121	Health & Wellbeing						0	0	500	▲ 500	▲ 100%
	1122	Over 60s & Older People						0	0	3,150	▲ 3,150	▲ 100%
	1123	Inclusive & Disability						0	0	240	▲ 240	▲ 100%
	1124	Families & Children						0	0	240	▲ 240	▲ 100%
		Total Income	2,800	33,533	3,200	15,191	13,770	1,421	2,775	4,130	▲ 930	▲ 29%
Expenditure	4001	Salaries & Wages								156,490	▲ 156,490	▲ 100%
	4103	FTC Internal Hire	11,000	7,460	11,500	1,776		1,776	11,500	6,000	▼ 5,500	▼ 48%
	4554	Stitchers	195	258	200	0		0	150			
	4558	Keep Fit / Dance Fitness	2,000	1,525	1,850	875		875	1,850			
	4606	Cost of Living Initiative	4,000	4,165	500	1,262	762	500	500			
	4613	Recycle / Reuse	130	92	130	0		0	0			
	4614	Proud AF Initiative	1,250	527	1,500	30		30	30	1,500		
	4617	Flitwick Living History	500	7,856	0	12,527	12,527	0	0	0		
	4625	Forget Me Not Group	500	149	850	84		84	300			
	4626	Health & Wellbeing						0	0	1,685	▲ 1,685	▲ 100%
	4627	Over 60s & Older People						0	0	2,450	▲ 2,450	▲ 100%
	4628	Inclusive & Disability						0	0	2,710	▲ 2,710	▲ 100%
	4629	Families & Children						0	0	200	▲ 200	▲ 100%
		Total Expenditure	19,575	22,032	16,530	16,554	13,289	3,265	14,330	171,035	▲ 154,505	▲ 935%

-1,844

COMMUNITY EVENTS: 313

			LAST Year: 2024/25		CURRENT Year: 2025/26					NEXT Year: 2026/27		
			Budget	Actual	Current Budget	YTD Spend Mth 7	Linked EMR	Actual YTD Spend Mth 7	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1127	Flitwick Fun Day	3,000	4,838	4,500	6,855		6,855	6,855	4,500		
	1142	Easter Egg Trail	500	0	0	350		350	350	350	▲ 350	▲ 100%
	1165	Christmas Lights EVENT	150	119	285	420		420	600	600	▲ 315	▲ 111%
	1169	Summer Programme	0	3,797	0	0		0	0	0		
	Total Income		3,650	8,754	4,785	7,625	0	7,625	7,805	5,450	▲ 665	▲ 14%
Expenditure	4043	Remembrance Event	700	609	890	517		517	890	890		
	4200	Christmas Lights Installation	19,475	18,699	20,475	0		0	20,475	20,475		
	4204	Flitwick TownSq Christmas Tree	1,375	1,350	1,500	0		0	1,370	1,500		
	4211	Easter Egg Trail	0	0	0	350		350	350	350	▲ 350	▲ 100%
	4213	Summer Programme	1,000	2,749	1,400	1,522	118	1,404	1,397	570	▼ 830	▼ 59%
	4540	Christmas Lights EVENT	6,250	4,713	5,201	221		221	5,200	5,200	▼ 01	▼ 0%
	4551	Flitwick Fun Day	17,537	17,107	16,000	14,147		14,147	14,147	16,000		
	4618	Community General Costs	2,500	1,055	2,000	202		202	1,500	7,150	▲ 5,150	▲ 258%
	4541	Festival of Lights								5,000	▲ 5,000	▲ 100%
	Total Expenditure		48,837	46,282	47,466	16,959	118	16,841	45,329	57,135	▲ 9,669	▲ 20%

-9,216



FLITWICK TOWN COUNCIL CUSTOMER CARE POLICY

Background

This Customer Care Policy supports the Council's continuing commitment to improving services by making them more ~~customer focussed~~customer-focused and ensuring consistent standards are applied across the organisation.

The Policy

~~Supports the delivery of the Council's Objectives.~~

The policy's principles are: Forward Thinking, Respect, Professionalism, Pride and a One Team Council.

Application of this policy

This policy applies to all employees of Flitwick Town Council, regardless of the level of contact that they may have with customers during their normal duties. It also applies to internal and external customers alike.

Objectives of this Policy

The Council is committed to providing the highest level of customer care to all its customers. In order to achieve this, the policy has the following objectives:

- to establish consistent standards across the Council in contacts with customers.
- to clearly establish our commitment to customers.
- to set out the Council's complaints procedure.

Our Commitment to Customers

We will:

- treat you politely and with respect
- listen to you and take your views, wishes and needs seriously
- make sure that our employees are trained to give you the help and advice that you need
- use plain language and not use jargon
- not discriminate against you.

When answering the telephone, we will:

- aim to answer your call within ~~20 seconds~~a reasonable time frame.

- greet you politely and clearly
- tell you who you are speaking to and the name of the place you are calling
- put calls through to the right place first time
- take a message or give you the correct number to phone if we cannot transfer your call
- return your messages within one working day.

When dealing with your letters, we will:

- provide an acknowledgement where requested
- give you details of who is dealing with your enquiry

When dealing with your emails, text or other electronic communications, we will:

- provide an acknowledgement
- give you details of who is dealing with your enquiry

When you visit the Council building, we will:

- create an accessible environment that is welcoming, safe and friendly
- provide clear signs in the reception area
- provide self service facilities where appropriate
- make sure you are greeted within three minutes of arriving a reasonable time frame when arriving.

When we meet you face-to-face, we will:

- be on time
- wear or carry official identification
- arrange a time and place for you to discuss issues in private
- where appropriate, make other arrangements to see you if you cannot visit us
- provide follow up contact details, where appropriate.

Dealing with complaints,

Complaints will be dealt with in line with the Town Council Complaints CodePolicy attached to this document as **Appendix 1**.

We will keep customers informed and involved by:

- producing information about the Council and our services that is accurate, useful and up to date
- reviewing the Customer Care Standards every year
- using your feedback to help us make decisions.

Our employees have a right to:

- work in a safe environment free from aggressive or threatening behaviour

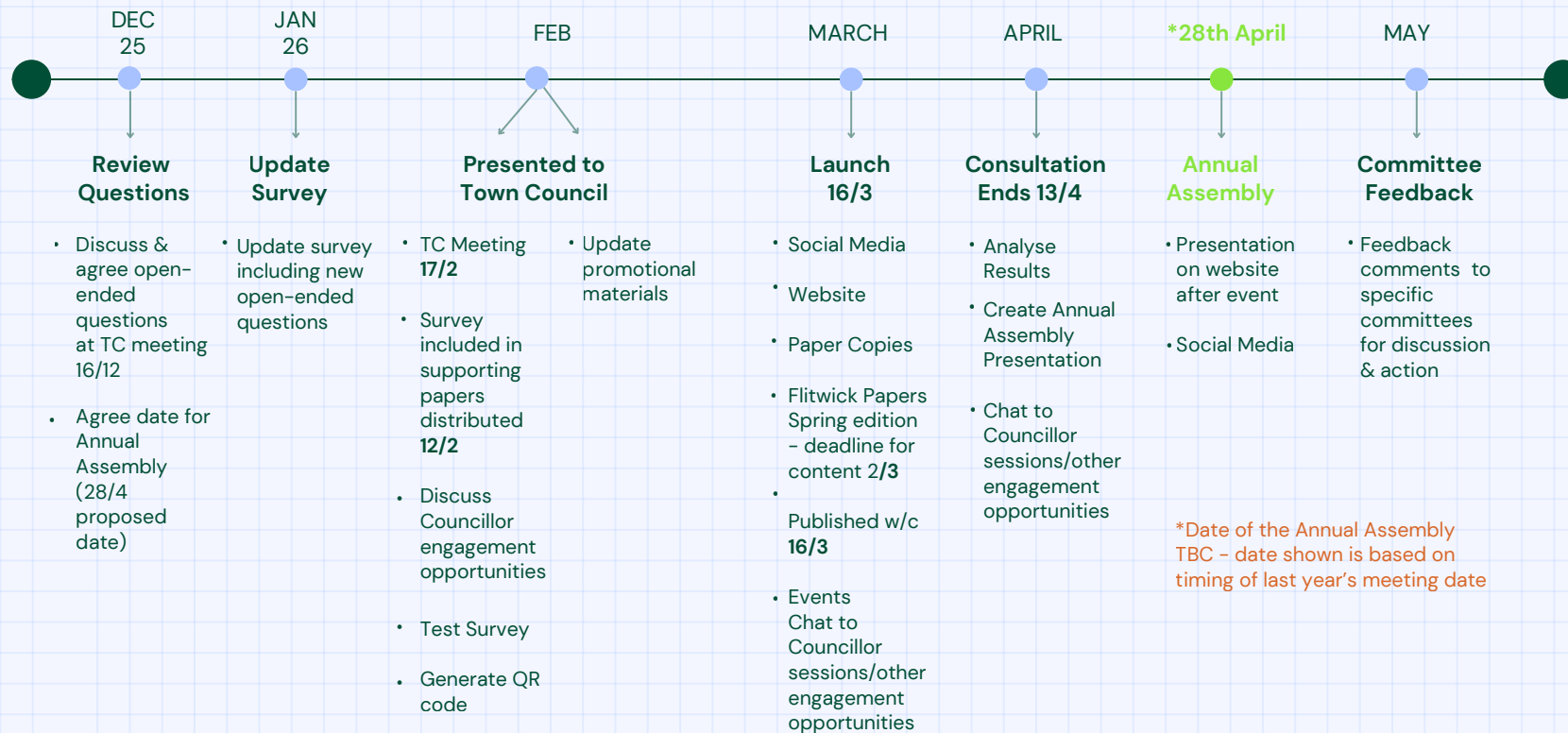
- be treated politely.

Customer Care Standards

There are some general principles of good customer care that should be applied in all contacts with customers:

- Any person taking a query, request or complaint from a customer should take responsibility for dealing with the contact, even if it is passing the information onto a colleague. Customers should be kept updated about the progress of their contact and when they can expect a response.
- Face-to-face contact ensures that you introduce and identify yourself. This is particularly important when visiting a customer rather than seeing them in Council offices. In these circumstances, identification should be shown.
- If an appointment is made, this should be kept. If an appointment time has to be changed or cancelled, an apology and explanation must be given to the customer.
- If a customer's query cannot be dealt with in the first instance, the person taking the initial query should explain why they cannot deal with it, and what action they will take to resolve it.
- Customers should not have to wait any longer than 10 minutes to be seen. If this happens an apology and an explanation should be given.
- Ringing telephones should be answered promptly and should ring out for no ~~longer than 20 seconds.~~ long periods of time. Everyone should be prepared to answer a ringing phone, even if only to take a message.
- Internal calls may be answered with a greeting and your name.
- If the person taking the initial query cannot answer the call, it may be necessary to connect it to another colleague. The customer should know who they are being transferred to and why they are being transferred. The colleague receiving the transfer should be updated so they do not have to repeat questions to the customer. If the query will take some time to answer, take the customer's name and number and ensure that you ring them back.
- All e-contacts should receive an acknowledgement within 1 working day. The acknowledgement will indicate when a full response can be expected. This may be an automated response.
- A full response to an n-text message, email or request via the website should take no longer than 2 working days. If this timescale cannot be met customers should receive an explanation, apology for the delay, and an indication as to how long a full response is expected to take.
- Everyone should use the standard email signature to ensure that contact details are easily found: <Your Name> <Job Title> Flitwick Town Council <Telephone number>
- Written contacts, a full response to a letter should take no longer than 7 working days. If this cannot be made, explain and apologise to the customer and indicate how long a full response is expected to take.

FTC RESIDENTS' SURVEY 2026 TIMELINE



Annual Residents' Survey

Open-Ended Questions

Included in all previous surveys:

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

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

2025

If necessary, do you think Flitwick Town Council should consider increasing council tax for 2026/27 (by adding 1% on top of the annual precept increase it sets) to subsidise the cost of including a post office counter at 3 Station Road (former Barclays Bank building).

2024

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?

2023

Thinking about Town Council's ownership of the Barclays Bank Building (3 Station Road) and the area in front of it (Flitwick Town Square) how do you think it could be used more effectively as a community resource?

2022

Thinking about Flitwick Town Council's recent purchase of the Barclays Bank Building and the area in front of it, how do you think it could be improved?



FLITWICK TOWN COUNCIL

Report to Town Council 16.12.2025

Project Fund

Manor Park – Driveway

Background

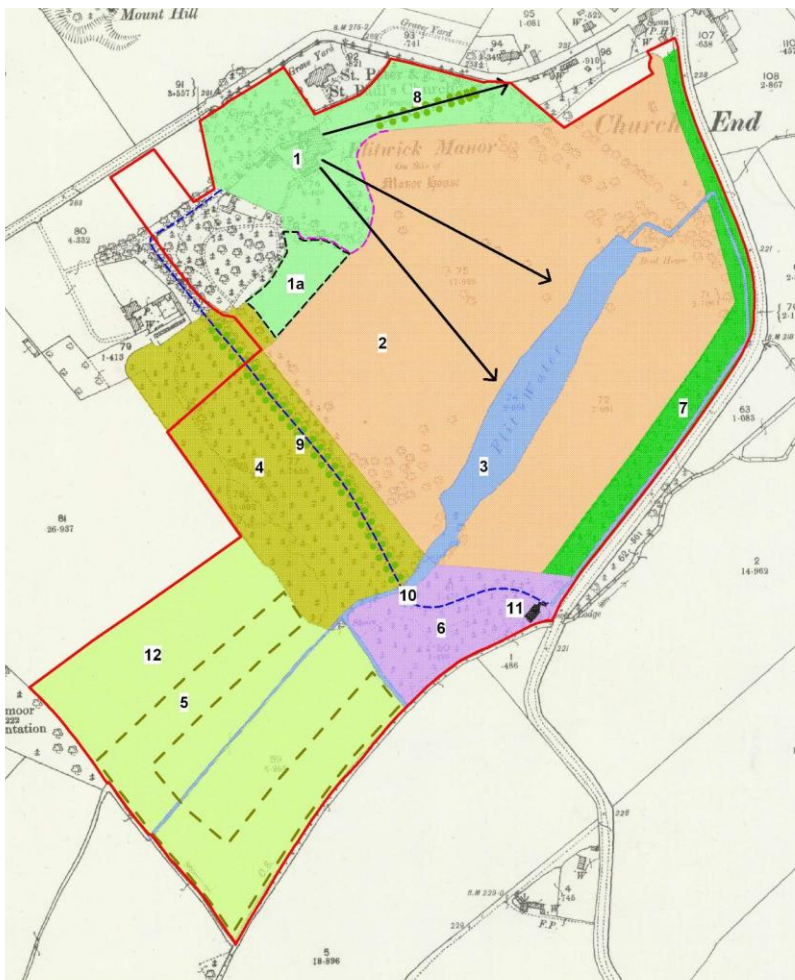
Manor Park is a Grade II Heritage listed park and a management plan was commissioned and subsequently adopted by the Council in October 2022.

The Amenities Officer (AO) along with the Public Realm Team (PRT) and the Manor Park Working Group (MPWG) have been actively implementing the management approach over the past 12 months. A comprehensive winter maintenance programme has been planned in, particularly focusing on the woodland management; arboretum, perimeter belt and woodland. The PRT require vehicle access into the park and to bring in machinery, such as the chipper to be able to carry out the forestry maintenance.

Introduction

Drive from Lower Lodge

The drive from Lower Lodge Gates (11), through Evergreen Drive (6), was previously the route of a public road before it was successfully diverted by John Brookes in 1829. The route is still traceable as an earthwork (see photo below) although the surface has long since disappeared. Significantly, there are no regenerating trees which have been allowed to develop on the line of the drive.





For PRT to carry out the maintenance with their required vehicles and machinery would require access through the Lower Lodge gates onto the drive. The drive has deteriorated over the last few years and is now in an unusable condition.

Therefore, it is important to understand that many actions from the management plan will not be achievable if the driveway is not restored so that access to the park is available all year round. It is also significant that emergency vehicles, should they be required, would have difficulty accessing the park in the case of an emergency.

This particular and significant amount of work can only take place over the winter period, mainly due to ecology factors including bird nesting season between the months of March and September.

Additional Information

The images below show the condition of the drive currently:



The AO has been in liaison with Brown & Ralph LTD, Building Restoration (who undertook the restoration of Lower Lodge Gates) to seek advice on specification to restore the driveway.

Planning is not thought to be required to implement these works as it would be restorative as opposed to a new characteristic. However, advice has been sought but we are yet to receive the answer at the time of writing this report.

If the driveway is restored the PRT & MPWG would include in their maintenance of the park, leaf/debris clearance from the driveway; at the minimum frequency of quarterly. This would be to stop the build up of soft materials.

Three quotes have been received to complete this work, to the advised specification, as follows:

Quote 1
£32,812.50 + vat

Quote 2
£11,800.00 + vat

Quote 3
£16,250 + vat

Expenditure for these works would be requested from Operational Reserves.

Options

1. To allocate monies from Operational Reserves to proceed with either Quote 1, 2 or 3
2. To not allocate from Operational Reserves

Officers Recommendation

Option 1 - To allocate monies from Operational Reserves to proceed with Quote 2.

Sarah Burgess
Amenities Officer

Balance Sheet as at 30th November 2025

31st March 2025

31st March 2026

Net Value	<u>Fixed Assets</u>	Cost of Asset	Depreciation	Net Value
<u>0</u>		<u>0</u>	<u>0</u>	<u>0</u>
	Long Term Assets			
<u>0</u>			<u>0</u>	<u>0</u>
	Current Assets			
92,680	DEBTORS	81,875		
5,599	Burial Grounds & Cemeteries	0		
19,462	VAT Control Account	2,544		
28,835	PREPAYMENTS	16,668		
8,166	Mthly Business Prepays	24,284		
53,989	PrePayment for Land Sale	68,932		
4,532	Accrued Income	0		
3,298	Stock Held - Bar	3,569		
4,346	Stock Held - Food	4,506		
5,569	Current Bank Ac Barclays 009	5,000		
42,231	Barclays Business Reserve 106	109,094		
1,000	PDQ Account	1,124		
46,550	Tenants Deposits Account	57,071		
400	Petty Cash Control (YE)	400		
400	Float - Main Safe (YE)	200		
400	Float - Cafe Safe (YE)	600		
15	Float - Reception Safe (YE)	15		
80	Float - Cafe Till Drawer	80		
1,133,095	CCLA Deposit Fund	1,135,595		
<u>1,450,647</u>				<u>1,511,557</u>
	1,450,647 Total Assets			1,511,557
	Current Liabilities			
15,997	DEBTORS Control: Functions	3,194		
0	Barclaycard	2,105		
3,441	CREDITORS	94,685		
7,943	ACCRUAL - Loan Interest (YE)	0		
12,119	ACCRUALS (YE)	0		
17,763	PAYE/NIC Due	17,474		

10/12/2025

Flitwick Town Council 2025/26: CURRENT YEAR

09:42

Balance Sheet as at 30th November 2025

31st March 2025

31st March 2026

10,568	LGPS Pension Control	9,149
3,128	NEST Pension Control	3,529
6,400	Income in Advance (YE)	0
0	Ticket Sales Return Due (NT)	2,596
4,722	Past Yr TM Charity (YE)	0
2,291	Past Yr TM Allow & Civic Recep	0
77	Past Yr Leader Expenses (YE)	0
52,188	Tenants Rent Deposits	56,736
500	Refundable Deposits: Functions	350
1,079	Barclaycard Year End balance	0

138,217

189,819

1,312,429 Total Assets Less Current Liabilities

1,321,738

Long Term Liabilities

0

0

1,312,429 Total Assets Less Long Term Liabilities

1,321,738

Represented By

397,766	GENERAL RESERVE	768,694
914,664	Earmarked Reserves	553,044

1,312,429

1,321,738

The above statement represents fairly the financial position of the authority as at 30th November 2025 and reflects its Income and Expenditure during the year.

Signed :
Chairman _____ Date : _____

Signed :
Responsible
Financial _____ Date : _____

FTC Projects Review 2025-26

(315)	Central Project Fund	Opening Balance	£	92,164	
315	PLUS 2025/26: Agreed CPF Precept Funding		£	89,747	(1st Instal £44,874 rec'd April & 2nd Instal £44,873 received Sep)
800s	LESS: 25/26 Projects Opening Balance		£	186,576	25/26 temporary balance of EMR 315
	LESS Projects Overspend from CPF		£	-	
	PLUS Projects Underspend		£	4,665	
(315)	Central Project Fund YTD Funds Available		£	0	Working balance (315) less 2nd precept instal (Oct)= Complete

Accepted Project budget variance at 5%.

Last Updated: 30 November 2025

2025-26 Capital Projects Funding

As at April 25, the Central Project Fund is committed spend to 3 Station Road project.

All identified capital projects to be considered on a case-by-case basis and funded through the Operations Reserves (EMR 319).

	PROJECT Details					Project Details								24/25 FUNDING Details				Comments		
	Project Code	N/C	Project Description	Committee	Minute Ref	Project Start Date	Whole Project Funds Committed	Previous Year's Project Spend	25/26 Opening Project Balance	GRANT Received	25/26 Project Spend to Date	Overspend Funded by CPF/Ops Reserve	Underspend Returned to CPF	Project Commitment Remaining YTD		TOTAL Approved Grants/ Funding	Prev Yrs Funds Received		25/26 Funds Received	Grants/ Funding Budget Remaining
Ongoing Projects	800	4212 110	Proj - Nature Park	Community	Del. Auth	Apr-21	£ 3,000	£ 13,490	£ -	£ -	£ -			£ -	0%	£ 283,385	£ 10,490	£ -	£ 272,895	S106 remaining: Phase 1 E7,106.89, Phase 2 E274,728 & Plans £1,550 (CBC to be invoiced for S106 once works completed). SL 7/9/22. Planning Consultant RCF approved July 23. Jan 25 : CPF Fund & 24/25 Grant Instal complete. Outstanding approved grant fund (£272,895) not yet claimed. No further CPF spend committed. £10,490 received oo. ETCR584 June 2024.
	801	4819 110	Proj - Flitwick Town Sq Defib	Community	5213d	Feb-22	£ 1,770	£ 1,048	£ 722	£ -	£ 292			£ 430	24%					Defib Purchased and installed March 2024. Further costs anticipated due to possible relocation fees.
	802	4823 110	Proj - Heritage Website	Corporate	753a 5252a)j	Jun-23	£ 3,800	£ -	£ 3,800	£ -	£ 1,580			£ 2,220	58%					
	803	4837 110	Proj - Rural Match Fund Benches	Community	5226e	Mar-22	£ 2,000	£ -	£ 2,000	£ -	£ -			£ 2,000	100%					Resolution made at Council March 2022 confirmed March 2023 to be match funded by CBC - amount TBC
	808	4853 110	Proj - Nature Park Planning	Community	5622c	Apr-24	£ 23,673	£ 21,859	£ 1,814	£ -	£ 1,814			£ -	0%					
	814	4859 110	Proj - Skate Park Extension	Community	5681gii	Jul-24	£ 9,600	£ 9,600	£ 36,100	£ -	£ 36,100			£ -	0%	£ 64,900	£ 64,900	£ -	£ -	£38,400 match funding from CBC UKSPF Community Grant £26,500 from CBC S106 Funding PROJECT COMPLETED & CLOSED - June 25
NEW Projects: 2025/26	106		3 Station Road Project	FTC			£ 137,476		£ 142,140											Please refer to full project schedule for details
			Historic Project Refund									£ 4,665								Refund from UKPN (Chq rec'd, paying in reference 201765) for historic project dated 25/10/2022 in relation to feeder pillar installation credited to CPF. Refurbishment works to Tractor Store and Play Areas (Fir Tree Close Park & Station Rd Park) funded by: £54,059.80 CBC S106 invoice FTC9193 £12,000 Oas Reserves EMR 319 transfer (journal 4263)..... Refurbishment works to Room 21 of Rufus Centre funded by £6,445 from Ops Reserves EMR 319 transfer (journal 4303).....
	817	4862 110	Proj - Public Realm Improvements	Community	Del Auth	Jul-25	£ -		£ -	£ 66,060	£ 20,900			£ 45,160	0%	£ 54,060	£ 12,000	£ 66,060	£ 66,060	
	818	4863 110	Proj - Room 21 Refurb	Business	5886c	Sep-25	£ -		£ -	£ 6,445	£ 6,717	£ 272		£ -	0%			£ 6,445	£ 6,445	