



FLITWICK TOWN COUNCIL

DRAFT Minutes of the Flitwick Town Council meeting held on
Tuesday 19th November 2024 at the Rufus Centre at 7:45pm

Present:

Cllr J Roberts (Chairman)
Cllr S Livens
Cllr F Patterson
Cllr M Platt
Cllr R Wilsmore
Cllr I Blazeby
Cllr T Parsons
Cllr H Hodges
Cllr P Earles
Cllr D Toinko
Cllr T Harald
Cllr C Thompson

Cllr I Adams – Central Bedfordshire Council (CBC) Ward Member

Also present:

Stacie Lockey – Town Clerk & Chief Executive
Stephanie Stanley – Deputy Town Clerk & RFO
Ray O'Neill - Avebury
3 members of the public (1 via virtual access)

5715. APOLOGIES FOR ABSENCE

It was **resolved** to accept apologies from Cllrs Snape and Connell (work commitments).

5716. DECLARATIONS OF INTEREST

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

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

Cllr Hodges declared an interest in agenda item 13c – Planning – as there was an application from his neighbour included.

Cllr Earles declared an interest on agenda item 12h – Village Hall Management Committee Representative (VHMC) – as she was a member of this Committee.

5717. TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor advised that it had been a busy time since the last meeting and he had attended several civic events including:

- Respite at Home's Silver Jubilee AGM

- Ampthill's Cancer Group
- Houghton Regis' Charity Event
- A service for the Road Victim's Trust in Bedford
- Two Remembrance Services – the Airmen Memorial Service at the Rufus Centre and the main service on Remembrance Sunday in the town centre.

Members were informed that Cllr Copelston had resigned as a Town Councillor. The Town Mayor thanked her for her work on the Council and wished her the best for the future.

Cllr Platt, Deputy Town Mayor, mentioned that he had attended the Town & Parish Council AGM and the Remembrance Services.

5718. Leader Update

No update.

5719. REPORTS FROM WARD MEMBERS

Members noted the report circulated.

Cllr Adams advised that the senior living village in Steppingley Road was expected to be occupied from June to August 2025. The build had been delayed, and legal work was progressing.

The CBC Traffic Management Committee was due to meet on 26 November, and Cllr Adams planned to attend to represent Flitwick regarding traffic concerns at Maulden Road. He hoped for an extension of the 30mph limit and for consideration of reducing the national speed limit section of the road.

Cllr Adams reported that there were increasing concerns about speeding in Steppingley Road and an incident involving a child that morning. He requested that Members send him any known details on this. Cllr Adams commented that the increased development around this road made the traffic issues more of a concern.

Questions

Cllr Livens asked if Cllr Adams had received her email about bins and benches. Cllr Adams agreed to discuss this with Cllr Livens separately.

Cllr Wilshire asked for an update on step-free access at Flitwick Station. Cllr Adams reported no further updates and was still waiting for an updated project plan. He added that there was a fear that funding for step-free access could be forgotten with the release of the new Government budget. This was the rumour in Biggleswade, who had a similar situation with their station. Cllr Adams would continue to push for answers.

The Chairman asked for an update regarding parking restrictions for the Avenue (outside the Vape Shop). Cllr Adams had seen the notice about double yellow lines but had not been notified of anything else so he agreed to follow this up.

Cllr Thompson entered the meeting at 19:53.

Cllr Thompson asked for an update about when the scrutiny meeting would take place about the recent floods. Cllr Adams advised that CBC was arranging a Sustainable Communities Scrutiny Meeting. There would be another summit where the Leader and Executive Members would represent Members' views at a meeting with other interested parties. There would be a Q&A session with Members which Cllr Adams would attend. He

commented that he would have preferred a big public scrutiny meeting, but this was not how CBC planned to progress.

Cllr Wilsmore asked for the Ward Members' report on flooding to be shared with FTC Members and Cllr Adams agreed to do this.

Cllr Adams left the meeting at 19:55.

5720. PUBLIC OPEN SESSION

Jon Culman (resident) referred to the Leader Update section of the previous meeting's minutes and commented that FTC needed to put pressure on CBC to clear the gullies more often. He said that the building work in the local area was causing silt, etc., to wash down to the gullies. Mr Culman mentioned that he was aware that FTC was not statutory responsible for the floods, but he was pleased to read that the Town Council saw that it had a duty to do something on this. Mr Culman offered his assistance with this work.

5721. INVITED SPEAKER

The Chairman advised that unfortunately MP Blake Stephenson had been unable to attend the meeting due to other commitments so there was no invited speaker.

5722. MEMBERS QUESTIONS

No items.

5723. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. For Members to approve the minutes of the Town Council Meeting held on **Tuesday 15th October**, this meeting was held at the Rufus Centre.

It was **resolved** to approve the minutes of the Town Council Meeting held on Tuesday 15th October 2024 at the Rufus Centre as an accurate record.

- b. For Members to note the resolutions of the Finance & General Purposes Committee meeting, held on **Monday 14th October 2024**, this meeting was held at the Rufus Centre.

The resolutions of the Finance & GP Committee meeting held on Monday 14th October 2024 were noted.

- c. For Members to note the resolutions of the Community Services Committee meeting, held on **Tuesday 5th November 2024**, this meeting was held at the Rufus Centre.

The resolutions of the Community Services Committee meeting held on Tuesday 5th November 2024 were noted.

- d. For Members to note the resolutions of the Business Improvement & Development Board meeting, held on **Tuesday 12th November 2024**, this meeting was held at the Rufus Centre.

The resolutions of the BIDB meeting held on 12th November 2024 were noted.

- e. For Members to note the resolutions of the HR Committee meeting, held on **Friday 15th November 2024**, this meeting was held at the Rufus Centre.

The resolutions of the HR Committee held on Friday 15th November were noted.

5724. MATTERS ARISING

a. Minutes of the Town Council Meeting held on **Tuesday 15th October 2024.**

Cllr Thompson commented that decisions listed on recommendation and resolution sheets had become inconsistent and requested guidance be sent to Members so that expectations were known.

Action: TC

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

5725. OUTSIDE BODIES

No items.

5726. ITEMS FOR CONSIDERATION

a. Airmen Memorial Service Request

The organiser of the Airmen Memorial Service requested permission from the Council to formalise the event so that it could continue in future years. The Chairman had attended the event this year and said it was good. Nine people were present, which was in line with previously agreed guidance. Members discussed that the service was limited to 10 people, and no dignitaries were invited without permission from the Town Mayor. The order of precedence was also to be followed.

Cllr Parsons asked if the proposal would replicate this year's event arrangements. The Chairman advised that this was correct. There would be little input from FTC, and it was for the resident to organise.

Cllr Blazeby asked if the request was to agree to it year by year or for a longer period. The Chairman advised that it was a decision for FTC to make. Cllr Blazeby commented that an annual agreement would make sense because it would be in line with reviewing general remembrance services.

Cllr Earles asked why the numbers were limited and the Chairman explained that this was to stop it from detracting from the main remembrance service and so that numbers were controlled for the small space where the service took place. Cllr Earles commented that 10 attendees would mean not all FTC Members could attend.

It was **resolved** to accept the proposal that the Airmen Memorial Service should be considered by the Council alongside the annual remembrance service; however, this would be reviewed annually.

b. CB/24/02981/FULL

The Chairman informed Members of the recommendation made by the Planning Improvement Working Group (PIWG) regarding the above application. Cllr Hodges, Chairman of the PIWG, commented that the image used for this application on CBC's website used different colours. He reported that the PIWG had concerns about the impact this development would have on the roads in proximity to it as it was close to Kendal Drive and Tesco junctions. He added that it was a busy area for pedestrians crossing the road.

Cllr Earles raised concerns about parking arrangements for the flat owners, as there was already insufficient parking for shop owners and employees. Cllr Hodges agreed to look at the parking behind the shops. Cllr Thompson thought there was a low allocation for parking for this type of development. Cllr Hodges recalled the application for flats in The

Ridgeway where there was a 50% ratio for parking. Cllr Wilsmore commented that the proximity of a train station from the proposed development also impacted the minimum number of spaces required.

Cllr Thompson asked why this application had been referred for Council consideration. The TC advised that the terms of reference stated that the council was to determine any application for more than one dwelling.

Cllr Toinko believed this application constituted overdevelopment of the site, and he shared his parking concerns. He added that the traffic concerns were relevant as this was a congested town. Members were concerned about the construction vehicles during the work.

Members discussed the material planning considerations, and the TC said these objections carried more weight. She reiterated that parking and overdevelopment were material reasons.

It was **resolved** to approve the PIWG recommendation subject to the additional comments relating to traffic concerns, insufficient parking, and overdevelopment of the immediate location.

Action: Amenities Officer

c. Calendar of Meeting Dates 2025

Cllr Thompson referred to the email sent to Members that day, which stated that the calendar of meeting dates had been amended and asked if there was a substantial change. The DTC advised that this was re-issued as an additional Finance & GP meeting had been organised for January.

It was **resolved** to approve the circulated calendar of meeting dates for 2025.

d. Government Consultation - Enabling remote attendance and proxy voting at local authority meetings

Cllr Blazeby advised that he had completed the consultation document as an individual. He stated that it would be worthwhile seeking the views of Officers and for the team to look at how the remote meetings operated during the Covid-19 pandemic. This period allowed flexibility for Members to actively participate in meetings and vote while contributing to the meeting remotely, which was not permitted currently. Cllr Blazeby believed that this flexibility was required for Members who volunteer their services. It was agreed to Officers to look at this and bring their views for Members to consider at the December meeting.

Action: TC

e. Central Bedfordshire Council – Launch of the Brownfield Call for Sites

Cllr Blazeby asked if the Town Council owned any brownfield sites, and the TC did not believe so. Cllr Parsons commented that there was a piece of CBC land near the station that could be proposed, and he was unsure why CBC did not suggest this site.

It was **resolved** to respond to the Brownfield Call for Sites with a proposal to include the site near Flitwick Station.

f. A00475 – Windmill Road, Flitwick – Waiting Restrictions

Cllr Blazeby commented that if the proposed restrictions were not going to be policed, then the restrictions would have no impact. He commented that the yellow lines outside the shop in Windmill Road do not deter people from parking there. Cllr Livens believed that yellow lines positively impacted Brookes Road but noted that this street was much quieter than Windmill Road.

Cllr Wilsmore asked where this proposal had originated. Cllr Blazeby advised that CBC had been discussing it with the resident's group for some time and had carried out repeated speed tests. Cllr Wilsmore was in favour of the restrictions because if the lines were there, then FTC could push CBC to enforce it.

Members discussed the residents of Windmill Road previously not being in favour of banning all parking there which explained the restrictions.

It was **resolved** to ask Officers to respond in favour of introducing restrictions on Windmill Road.

g. Central Bedfordshire Council - Street Trading Policy Consultation 2024

Cllr Toinko was surprised that CBC did not already check street traders' MOT, gas safety, insurance or hygiene certificates. He was in favour of this being introduced as they constituted basic safety checks.

Cllr Toinko referred to the ice cream vans section and commented that the proposed changes seemed more relaxed than the industry processes. He thought the policy needed to match industry standards.

It was **resolved** to support the CBC Street Trading Policy Consultation 2024 changes but to comment that the sections relating to ice cream vans should match the industry processes.

h. Flitwick Village Hall Management Committee (VHMC) Representative

Cllr Thompson, FTC representative for the VHMC, advised that the meetings tend to take place in the middle of the afternoons, and her job does not allow her the flexibility to have time to attend these meetings. She stated that this was not when the meetings were typically happening when she took on the role, so a sub would be appreciated. Cllr Thompson said that she made arrangements to attend a recent meeting, which was then subsequently changed.

There were no Members interested in being a sub for the VHMC.

Cllr Thompson asked for guidance on whether the Council could ask an Officer to attend the VHMC meetings to cover for Members. The TC was unsure but would investigate and report her findings at the next meeting. The TC confirmed that this arrangement of having an FTC representative attend VHMC meetings was historic. She did not immediately see a problem with Officers attending to listen to the discussions but asked if Members had an issue with staff spending time doing this.

Members noted that Cllr Earles was an existing member of the VHMC but not as a FTC representative. She asked if she could perform both roles however Members thought this could be a conflict of interest. The TC would bear this in mind for her investigations.

Action: TC

5727. ITEMS FOR INFORMATION

a. Finance Reports

- i) Balance Sheet – noted.

- ii) Central Projects Fund – noted. Cllr Livens asked what the document was as the paper's printed version had made the orientation portrait and was subsequently unreadable. It was agreed for the admin team to print the project fund document landscape for future meetings.

Action: DTC

b. 3 Station Road

The DTC gave the following update:

- Roof works were complete, and the scaffolding would be removed before the Lights Switch On event.
- The canopy needed to be installed.
- The tender responses for the main build works were being reviewed by LBC's design team. Ten bids had been submitted and all were within FTC's budget. The tender report was due on 6th December and the Council had until 13th December to appoint a contractor to remain on schedule with the programme.
- There was an opportunity to reduce the refurbishment costs later through value engineering.
- There would be a standstill period (15 days) following the contractor's appointment with a contract notice planned for issue on 8th January.
- Following this, the mobilisation period would commence, and the works would start afterward.
- However, that day, CBC notified us of a further extension of time request for the planning application, as the Case Officer had not had time to consult sufficiently. This was very disappointing, as the application was submitted in July. LBC advised that the new decision date was 13th December, which meant it was now tight to stay in line with the project's program.
- LBC's Project Manager had advised Officers that this extension of time decision could be appealed but this process was lengthy and could result in more delays. LBC has advised that FTC remain patient on a decision for now, and LBC would continue to chase for a decision prior to the 13th.
- Members were informed that correspondence between LBC and the Case Officer had been positive to date and permission was likely to be granted following design amendments to revert to the original boundary line.
- Officers agreed to keep Members updated on the planning situation.

c. Planning

The FTC and CBC Planning decisions were noted. Cllr Hodges referenced the Vicarage Hill application and the subsequent correspondence received from a resident. He asked if Officers would reply and the TC advised that this had been done.

5728. PUBLIC OPEN SESSION

A resident advised that he had previously attended the FTC Annual Assembly and raised a point at that meeting about litter in the town. He reminded Members that he asked questions about the Street Operative for Ampthill, who worked there every weekday, meticulously cleaning the town, whereas Flitwick did not have this. He felt that littering in Flitwick had got worse since the Annual Assembly meeting, and he still remained in the dark about why Ampthill had the operative, whereas Flitwick did not. The resident mentioned that a Flitwick Town Councillor agreed to look into this matter, and he requested an update. The resident also sought clarification on whether his request was unreasonable and if so, for the reasons behind this.

The TC confirmed that she had seen a significant amount of correspondence between the FTC Leader and Cllr Adams, who were challenging CBC about this matter. CBC had advised in this correspondence that Flitwick was receiving this service; however, Members and Officers disputed this. The TC reassured the resident that this matter was

being dealt with and Members were pushing for a better outcome for Flitwick. The resident responded that the work for Flitwick only involved clearing the bins but it did not include litter picking. The resident was pleased to hear FTC was actively pursuing this matter. He mentioned that the community litter pick events were positive and volunteered to help at these; however, this issue was ongoing. The TC agreed to keep the resident updated on any progress made.

Mr Culman stated that the Steppingley Road allotments site fencing was not fit for purpose and gave reasons behind this. He mentioned that this contributed to thefts of allotment holders' possessions at the site. Mr. Culman stated that the site needed a 6 ft high palisade fence. He informed the Council that the Police had been surprised at the ease with which offenders could gain access.

Mr Culman had also attended the meeting to advise that the problems with the Manor Park gates remained, with them only working one out of five occasions he had visited recently. He commented that he knew FTC was considering chopping some trees back to help provide more opportunity for the sun to reach the gates for battery power. However, he believed the trees were too large, and some were not on FTC land. Mr Culman said the gates were dirty and the Public Realm Team needed a proper washing kit.

The TC believed that Officers had been keeping Mr Culman updated with progress but responded that the Council had been seeking quotes for the allotment fence; however, procurement rules had to be followed. It was anticipated that the quotes would be considered at the Community Services Committee meeting in December, and Mr Culman was welcome to attend.

The TC appreciated Mr Culman's frustration with the Manor Park gates and confirmed that Officers wanted to cut the trees back. She was interested to hear that Mr Culman did not believe this would work, considering Officers had been advised that this would help the situation. She would report this to the Amenities Officer for further investigation. The TC advised that as a last resort, the Council would look to move the solar panels, but given that this was the most costly option and this was taxpayers' money, it was prudent to evaluate the options first.

5729. **EXEMPT ITEMS**

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

a. Confidential Reports – noted.

Ray O'Neill (Avebury) entered the meeting at 20:53.

b. Land at Steppingley Road

Members received an update from the TC and Mr O'Neill for information.

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

Meeting closed at 21:20.

Signed (Chairman)

**Recommendations and resolutions of the
Finance & General Purposes Committee 18th November 2024**

The Town Council are asked to note the **RESOLUTIONS** and **approve** the **RECOMMENDATIONS** of the Finance & GP Committee 18th November 2024

09. Apologies for Absence

It was **resolved** to accept apologies from Cllr Roberts (unwell).

13. Minutes

It was **resolved** to approve the minutes of the Finance & GP Meeting held on Monday 14th October 2024 at the Rufus Centre as a true record.

18. Exempt Items

c.) Revenue Budget Savings – for consideration

It was **resolved** to approve the revenue budget savings 2024-25 presented in the report.

**Recommendations and resolutions of the
Community Services Committee 3rd December 2024**

The Town Council are asked to note the **RESOLUTIONS** and **approve** the **RECOMMENDATIONS** of the Community Services Committee 3rd December 2024

1233. APOLOGIES FOR ABSENCE

It was **RESOLVED** to accept the apologies from Cllr Platt due to being on vacation.

1239. MINUTES

- a. It was **RESOLVED** to accept the minutes of the Community Services meeting held on **Tuesday 5th November 2024** with no amendments.

1241. ITEMS FOR CONSIDERATION

a. **Steppingley Road Allotment Fence**

It was **RESOLVED** to move item 9A to exempt.

b. **Manor Park Term of Reference**

It was **RESOLVED** to accept the Terms of Reference as presented to the Committee for Manor Park.

d. **Community Services Budgets 2025/26**

- (i) It was **RESOLVED** to reduce the payment for the Fun Fair to £5,650 (excluding vat) and allowing the funfair to charge half price for rides.

It was **RESOLVED** to reduce the recommended budget to £750 for Proud AF 2025/26

- (ii) It was **RECOMMENDED** to accept the budget with the amendments listed above; reduction of £5,650 to the Family Fun Day budget and £750 to the Proud AF budget.

1244. EXEMPT ITEMS

a. **Youth Provision**

It was **RESOLVED** to approach the youth provider to request a reduction in contract.

**Recommendations and resolutions of the
Business Improvements & Development Board Committee 10th December 2024**

The Town Council are asked to note the **RESOLUTIONS** and **approve** the **RECOMMENDATIONS** of the BI&DB Committee 10th December 2024

1578. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Snape – holiday, Cllr Roberts – work commitment and Cllr Harald – unwell.

1584. MINUTES

It was **resolved** to adopt the minutes of the Business Improvement & Development Board meeting held on Tuesday 12th November 2024, as an accurate record.

1586. ITEMS FOR CONSIDERATION

a. Projects Report

It was **resolved** to go ahead with the following works, which will be funded via the £40,000 EMR – Rufus Surplus;

1. Item 1 – Lockyer Suite Lighting – Quote 1 - £8,500
2. Item 3 – Fire Alarm Panel – Quote 1 £2,229
3. Item 4 – Guttering Replacement – Quote 1 £3,945

1589. EXEMPT ITEMS

c) Draft Business Budget 2025/2026

It was **recommended** to accept the draft Business budget 2025/26.

d) Business Rates

It was **resolved** to proceed with option b at a cost of £3,000;

- i) Apply to the Valuation Office for 3 Station Road to benefit from any entitled relief from business rates during the refurbishment project.
- ii) Progress with a revaluation via the Valuation Office for the Rufus Centre in line with the Retail, Hospitality & Leisure Relief Scheme if there is deemed to be a benefit in doing so based on recommendations from the advisors.
- iii) Progress with challenging the size of the rateable value of all FTC properties to align with other valuations in the local area.



12a The Avenue
Flitwick
Beds
MK45 1BP

9 February 2022

Dear Stephanie

Many thanks for your later dated 26 January 2022 and our meeting with yourself and the Town Clerk earlier today.

As discussed, attached is a Scout HQ Extension Outline Proposal (the "Extension Proposal") which we would appreciate being considered by the Town Council at their meeting next week.

Our architect has developed plans for a substantially larger extension which would have the benefit of being able to operate independently from the existing building. However, as we outlined at our meeting, this would be expensive and wouldn't improve the condition of the current building. The Extension Proposal we are asking the Town Council to consider is significantly more straightforward.

We still have a wish to enclose some land, as outlined in our previous letter dated 14 January 2022, which would provide a secure, clean area in which we could conduct Scouting activities for children aged 4 to 18 years of age. We haven't included this in our Extension Proposal.

A favourable response to our Extension Proposal would enable us to further develop the plans and establish an outline cost. We believe that it is a pragmatic proposal that would provide the Scout Group with much needed additional space, improve access to our stores and address the condition of the current building extending its life for a further 25 years.

Thank you for agreeing to add our Extension Proposal to the agenda of the Flitwick Town Council Meeting next week. We look forward to the Council's response.

Yours sincerely

A handwritten signature in black ink, appearing to read "Darren Reeve".

Darren Reeve
Group Scout Leader

Flitwick Scout Group

Awarded the Queen's Award for Voluntary Service (the 'MBE for volunteer groups'), we are the largest Scout Group in the County, providing scouting to almost 300 Young People. We recently opened 2 Squirrel Dreys for 4 to 6 years olds (a first for the County) taking us to a total of 13 Sections, each of which meets weekly. We also have recently recruited 13 new adult volunteers, bringing us to well over 50 active volunteers.

Proposal

Our proposal is to extend the life and increase the size of our existing building (see Annex 1 & 2) by:

- adding an extension to the side/rear
- refurbishing the existing building
- extending the compound

Benefits

The proposal will deliver:

- hall that is approximately 40% larger than the current one
- meeting room suitable for running smaller group activities
- refurbished kitchen
- refurbished and increased toilet facilities
- new secure store for equipment
- much improved disabled access
- increased security
- secure compound adjacent to the store enabling safe loading of vehicles for camps/events, and storage for our trailer, gas bottles etc.

Building Survey

The works to the existing building are currently largely unknown. To address this, we need to carry out a full structural survey on the existing building and would like to know if the council will assist with 50% of the cost.

The survey should cost a maximum of £2000 and will identify the items that need completing to extend the life of the current building by 25 years.

The assumption is that the current building can be refurbished to a modern standard. The worst case scenario is that the Survey identifies fundamental problems which mean that we can no longer meet there. We would then be very dependent on the council for alternative premises for an unknown period.

Lease

Thank you for the offer of a 15-year lease. The period may need to be longer to enable grant funding to be secured. This would reduce the financial commitment required from the Scout Group and the Council. We believe that a lease period of 25 years would be required.

Conclusion

We are asking that the Council agrees in principle to:

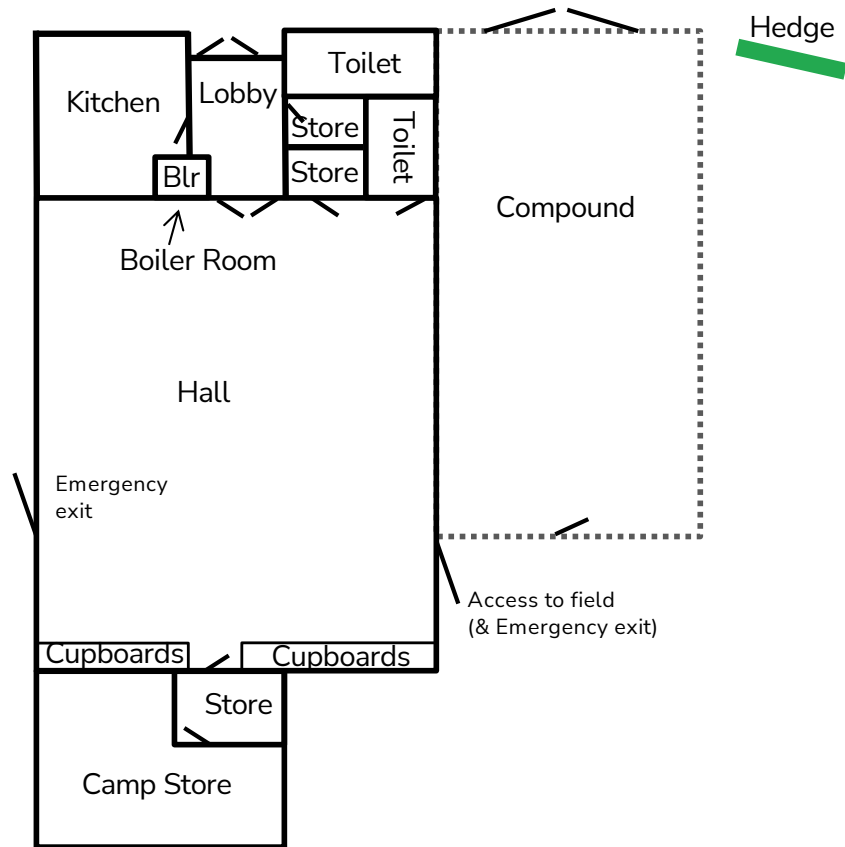
- the proposed extension and refurbishment
- contributing 50% of the cost for the full structural survey
- a lease sufficiently long to secure grant funding

This would enable us to progress with the full structural survey, produce architectural drawings and establish an outline cost and programme for the works.

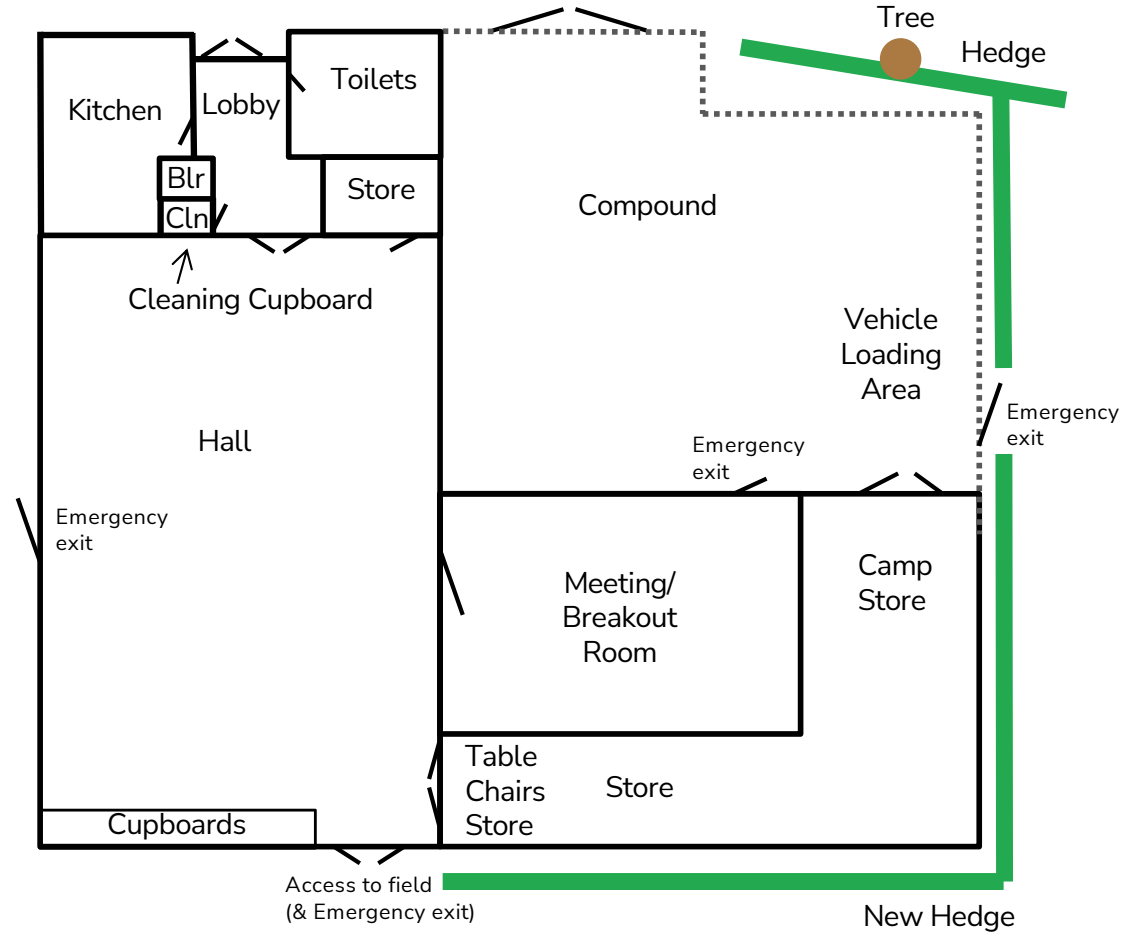
Darren Reeve, Group Scout Leader
Jonathan Smith, Group Chairperson

9 February 2022

Existing Headquarters



Proposed Extension



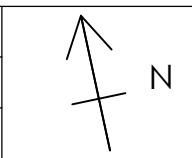
Flitwick Scout Group
Scout HQ Extension Outline Proposal
Annex 2

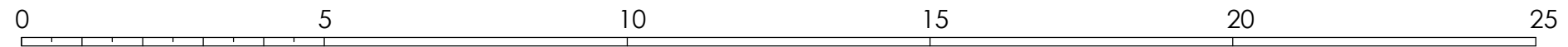
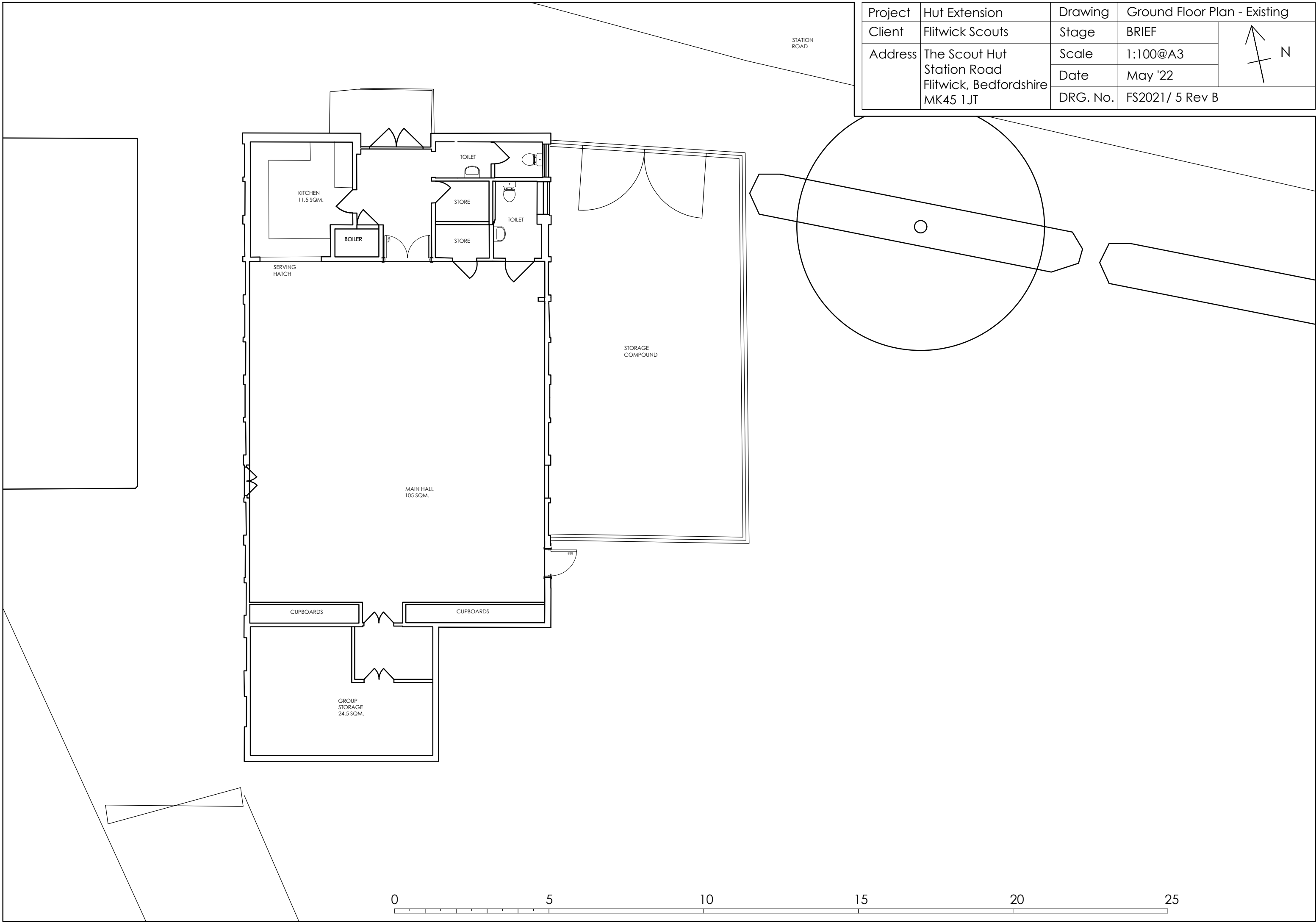


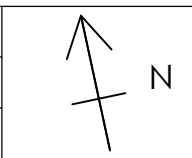
Approximate Footprint -
Building & Compound

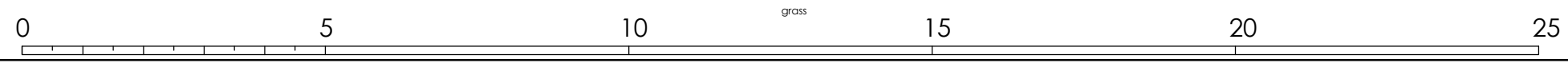
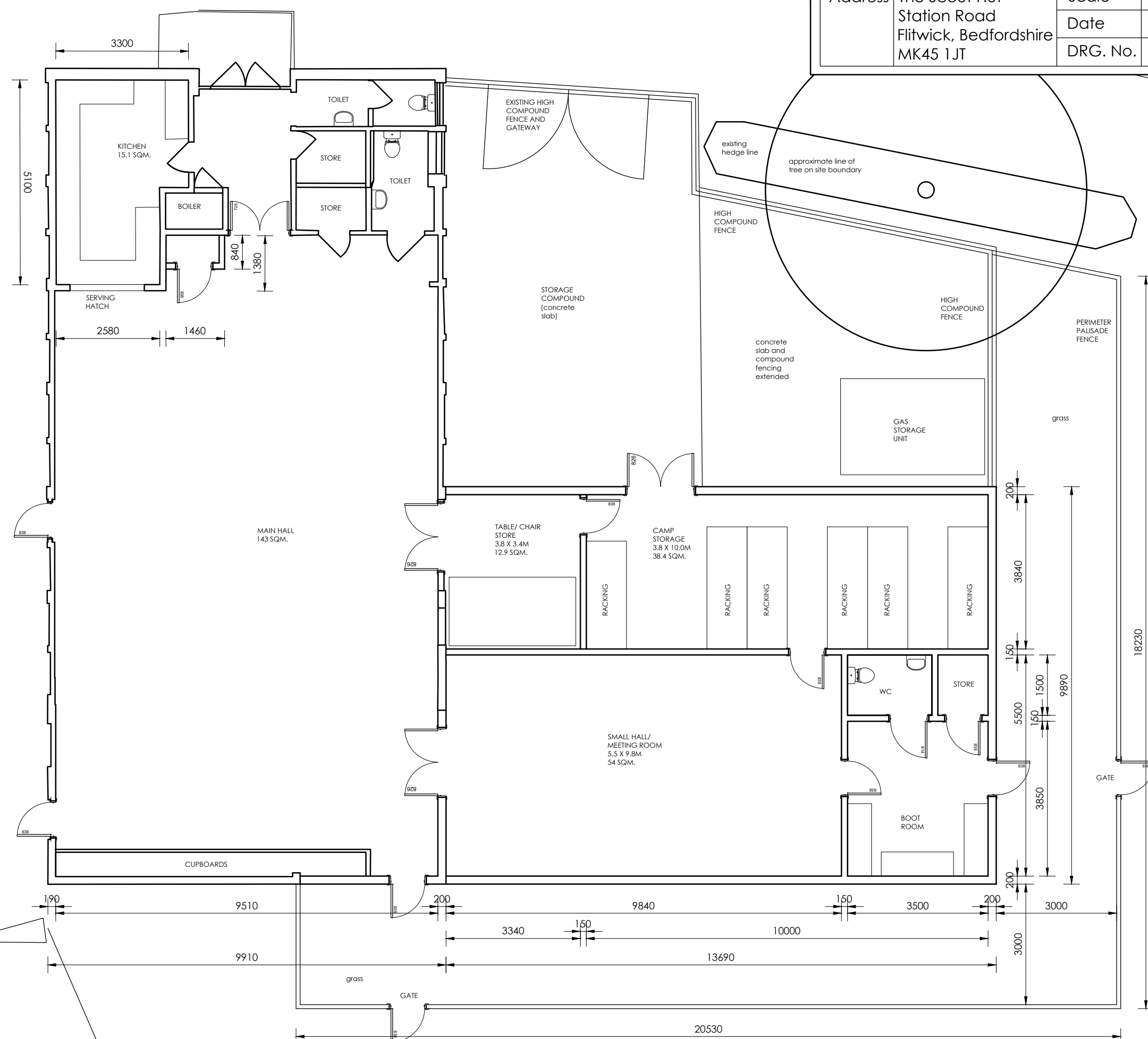


9 February 2022

Project	Hut Extension	Drawing	Ground Floor Plan - Existing	
Client	Flitwick Scouts	Stage	BRIEF	
Address	The Scout Hut Station Road Flitwick, Bedfordshire MK45 1JT	Scale	1:100@A3	
		Date	May '22	
		DRG. No.	FS2021/ 5 Rev B	



Project	Hut Extension	Drawing	Ground Floor Plan - Proposed	
Client	Flitwick Scouts	Stage	BRIEF	
Address	The Scout Hut Station Road Flitwick, Bedfordshire MK45 1JT	Scale	1:100@A3	
		Date	May '22	
		DRG. No.	FS2021/ 11 Rev A	

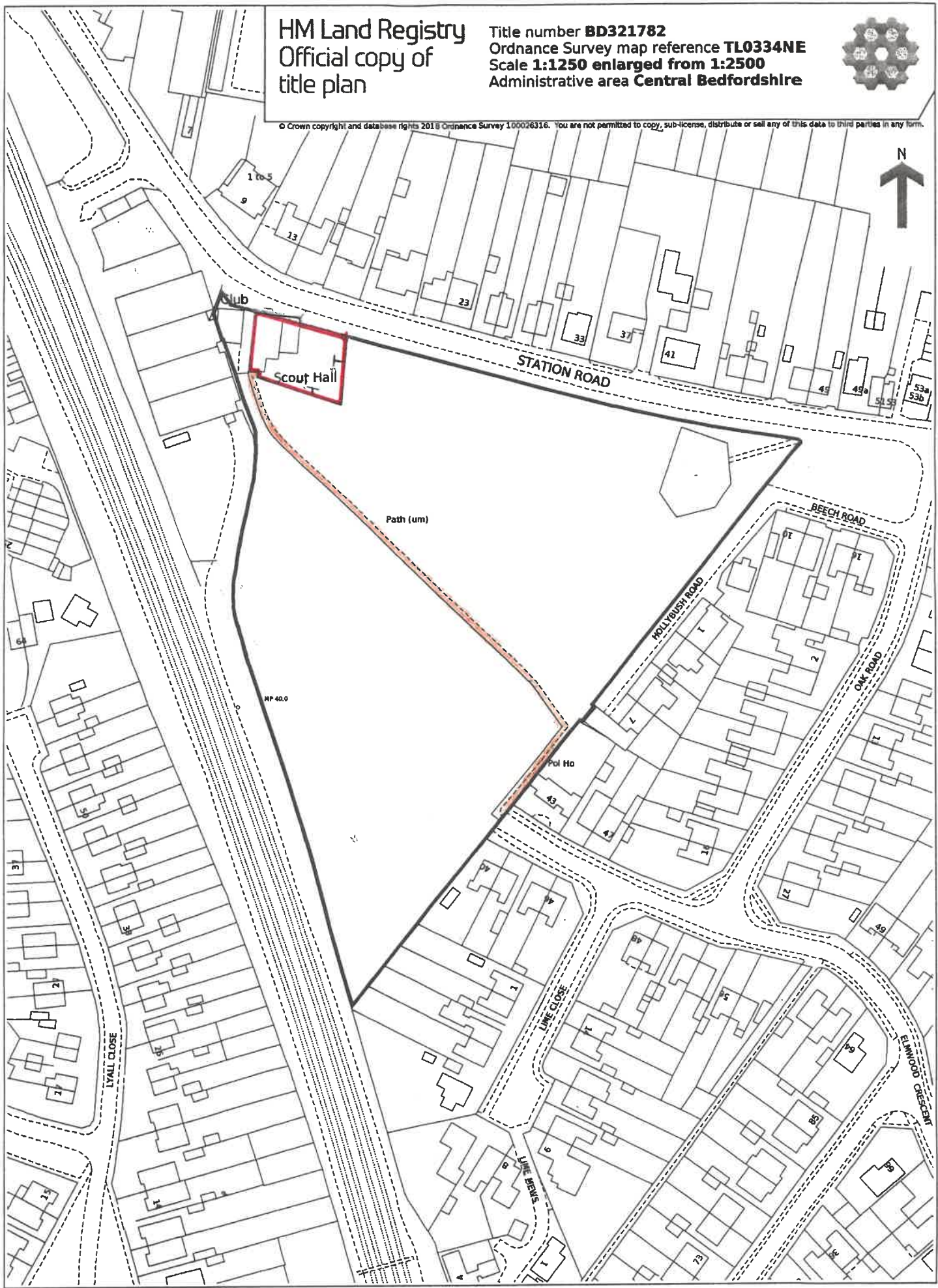


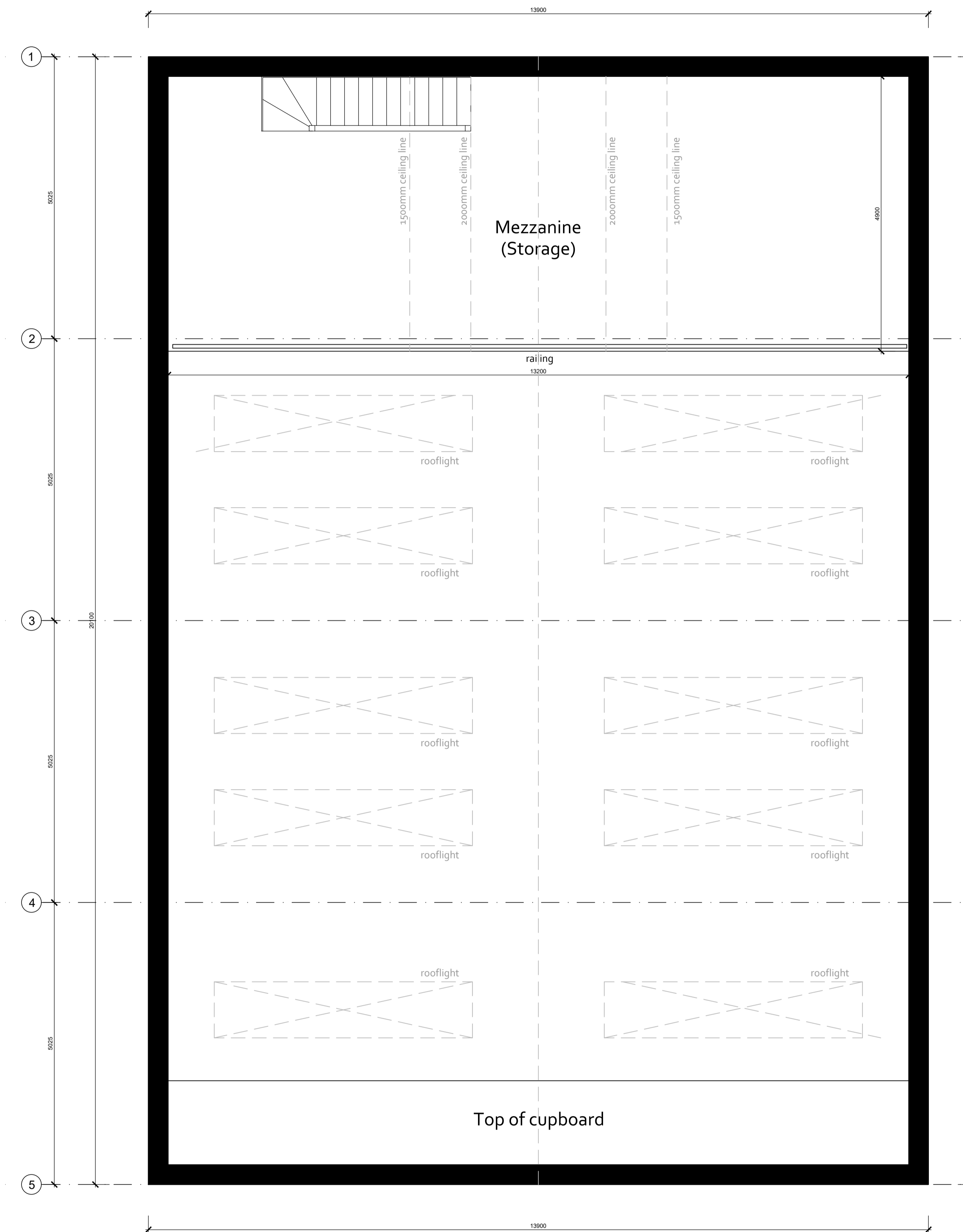
HM Land Registry
Official copy of
title plan

Title number **BD321782**
Ordnance Survey map reference **TL0334NE**
Scale **1:1250 enlarged from 1:2500**
Administrative area **Central Bedfordshire**



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revisions	description	date
P05	Staircase amended	12/11/24
P04	Building width increased	07/11/24
P03	External doors amended	02/10/24
P02	Openings amended	16/09/24

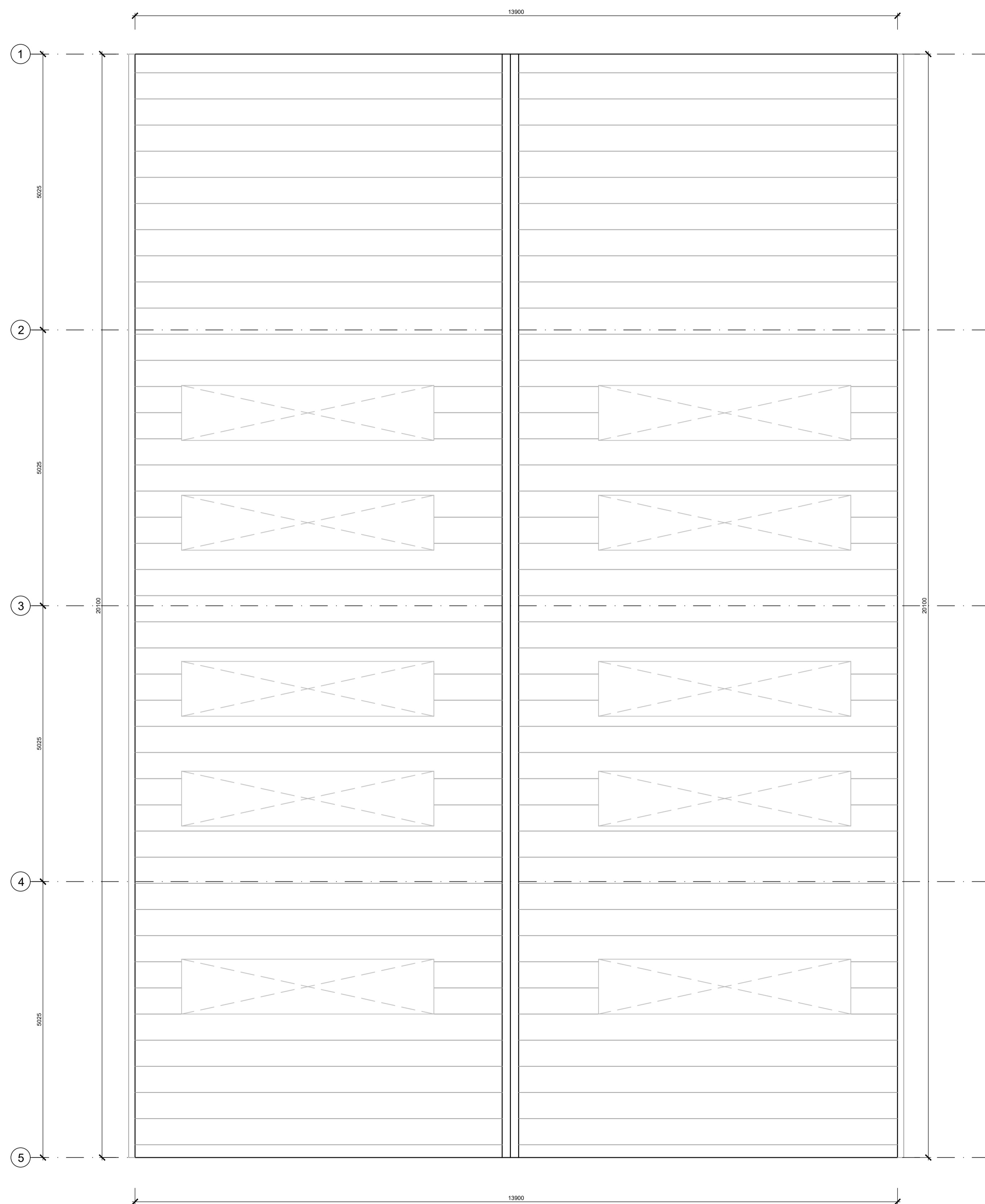


client | SDC Builders Ltd
 project | Flitwick Scout Hut
 project no | 24020
 drawing | Ground Floor GA & Mezz Plan
 drawn by | SS
 scale | 1.50 at A1
 date | August 2024

dwg status | **PRELIMINARY**

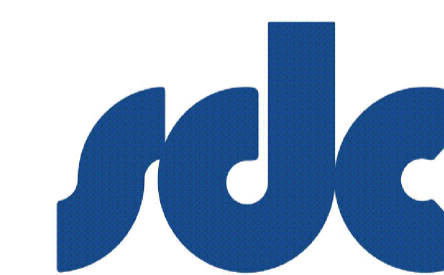
Ground Floor Plan

Mezzanine Plan



Roof Plan

P04	Building width increased	07/11/24
P03	Rooflights moved marginally	02/10/24
revisions P02	Rooflights added	16/09/24

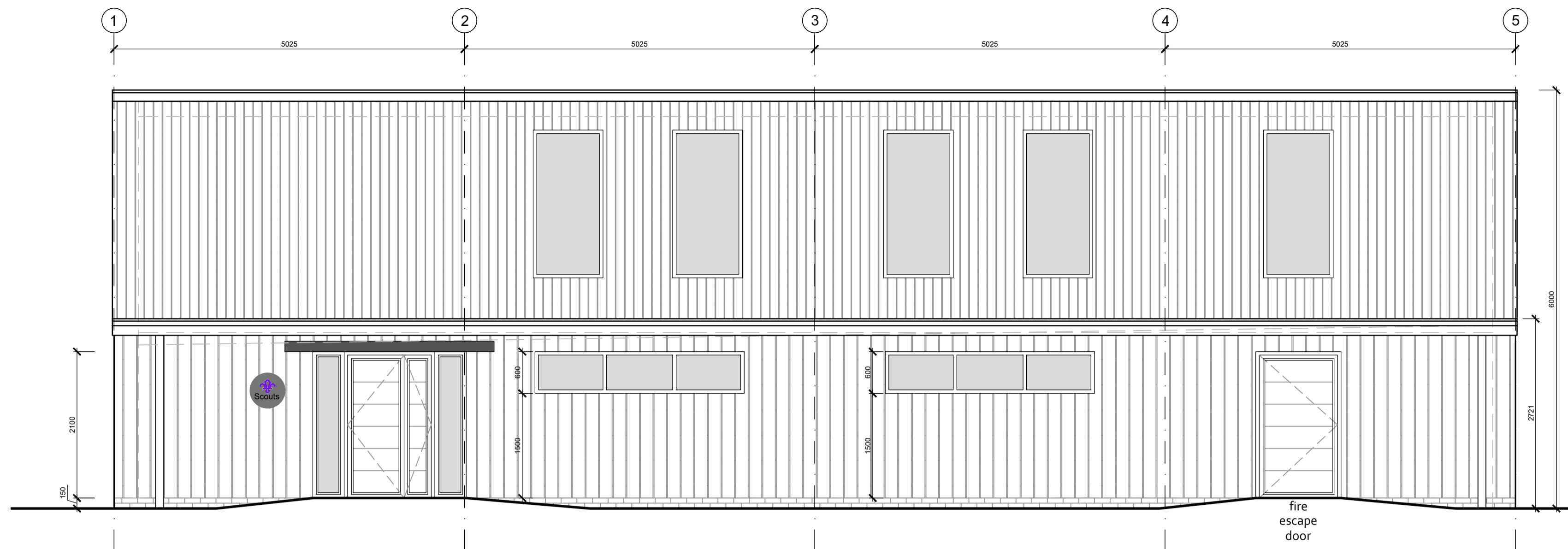


client | SDC Builders Ltd
 project | Flitwick Scout Hut
 project no | 24020
 drawing | Roof Plan
 drawn by | SS
 scale | 1.50 at A1
 date | August 2024

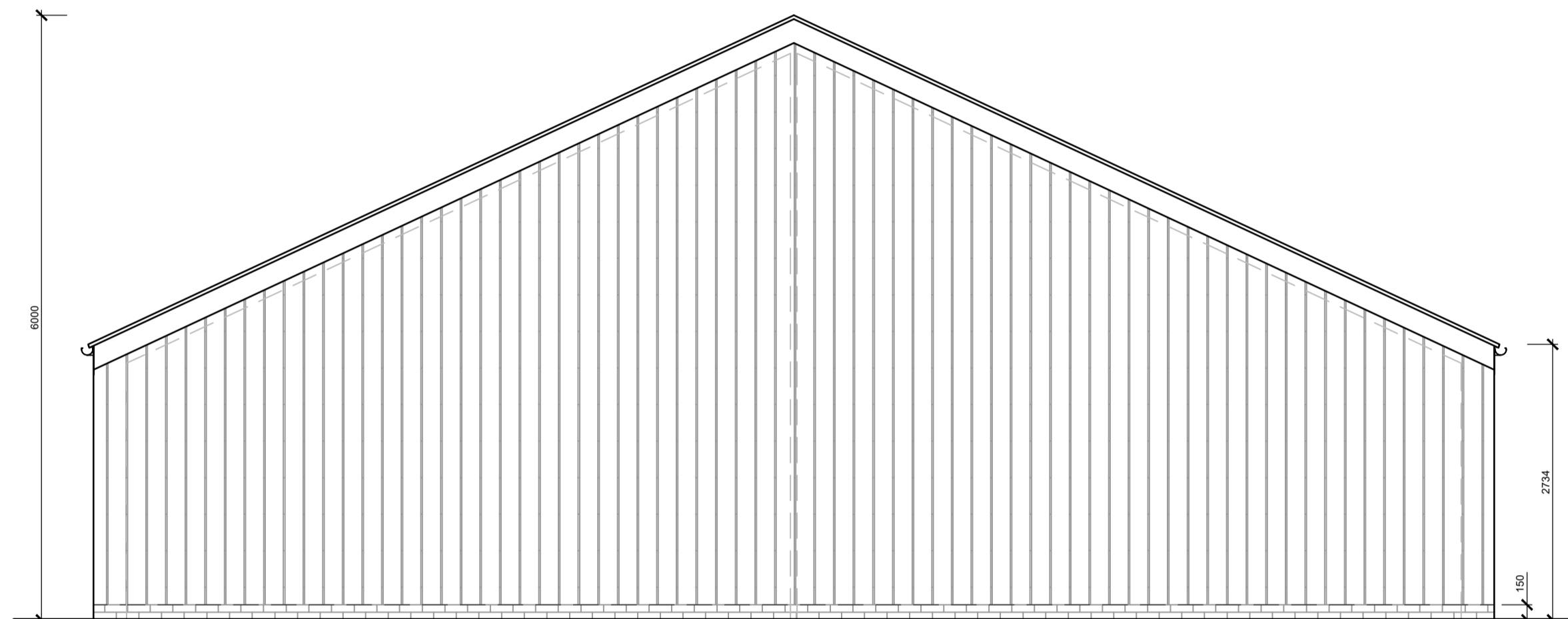
dwg status | **PRELIMINARY**

drawing no | **SK002**

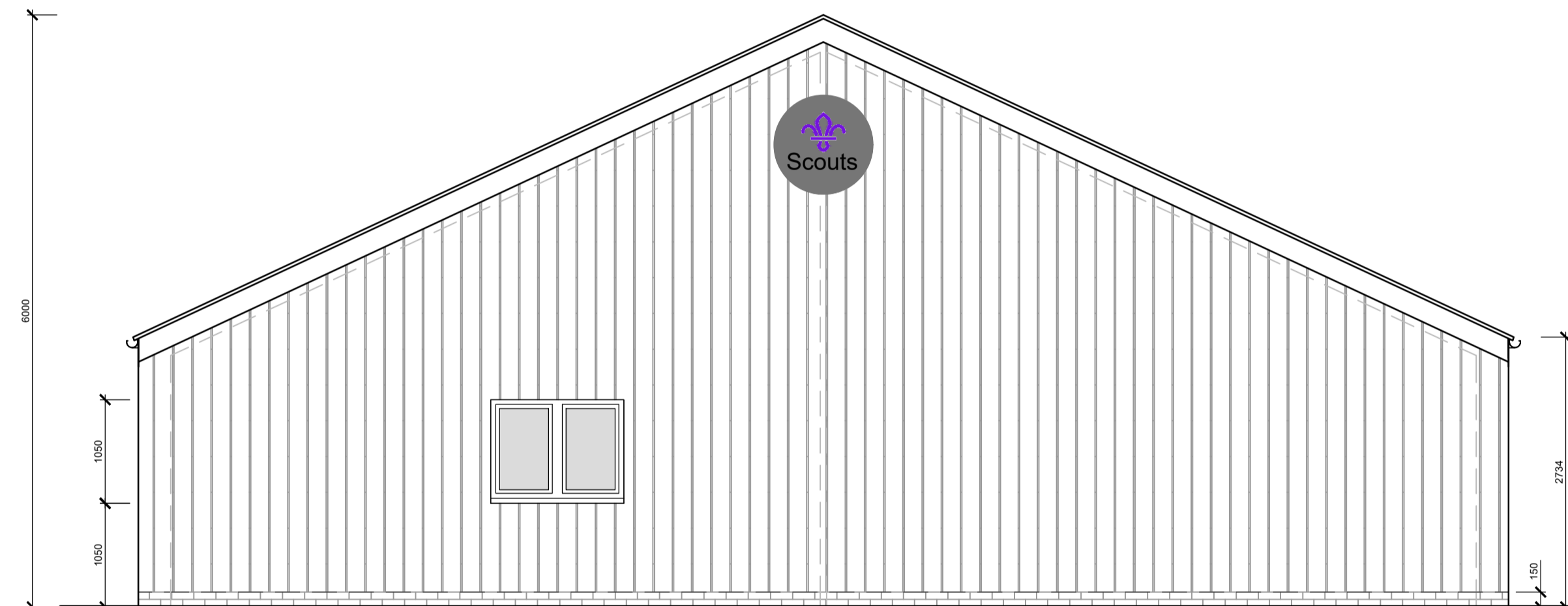
rev | **P04**



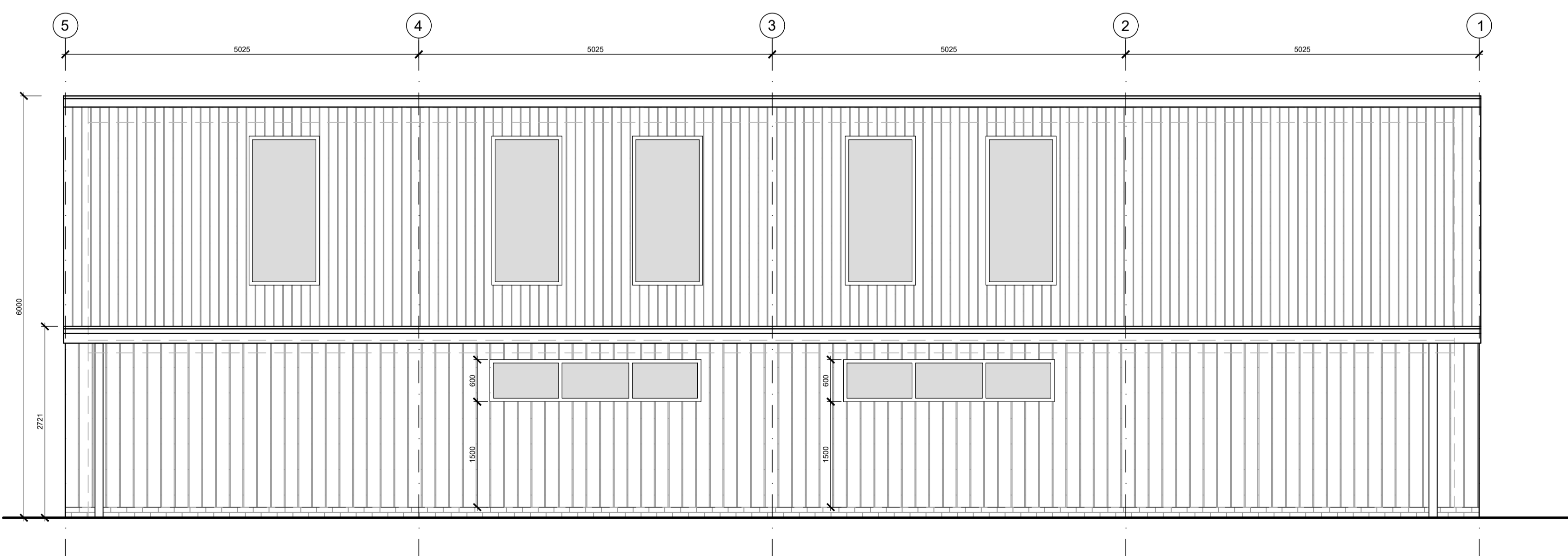
○ Front Elevation



○ Side Elevation 1



○ Side Elevation 2



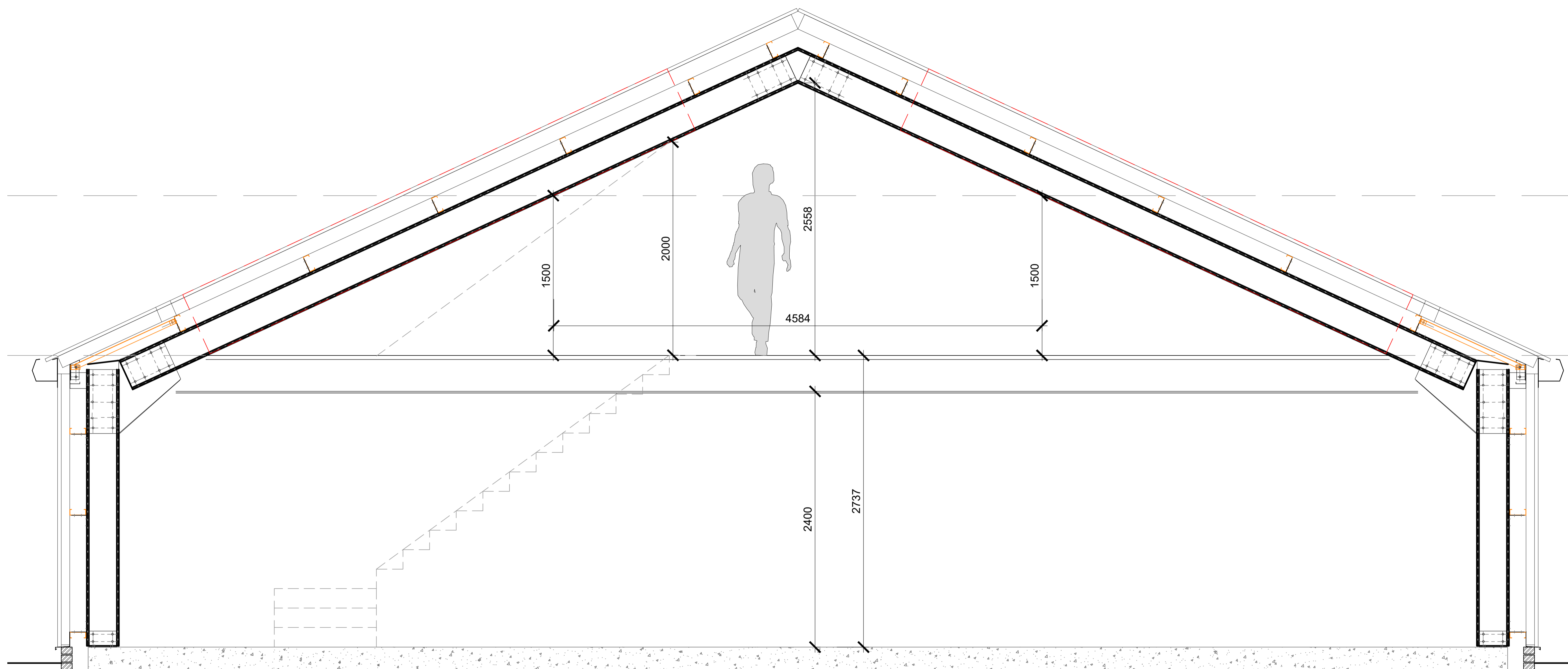
○ Rear Elevation

revisions	P04 Building width increased	07/11/24
	P03 External doors amended	02/10/24
	P02 Openings amended	16/09/24



client | SDC Builders Ltd
 project | Flitwick Scout Hut
 project no | 24020
 drawing | Elevations
 drawn by | SS
 scale | 1.50 at A1
 date | August 2024

dwg status | **PRELIMINARY**



Section

revisions		
P03	Staircase profile amended	12/11/24
P02	Building width increased	07/11/24
P01	First Issue	02/10/24

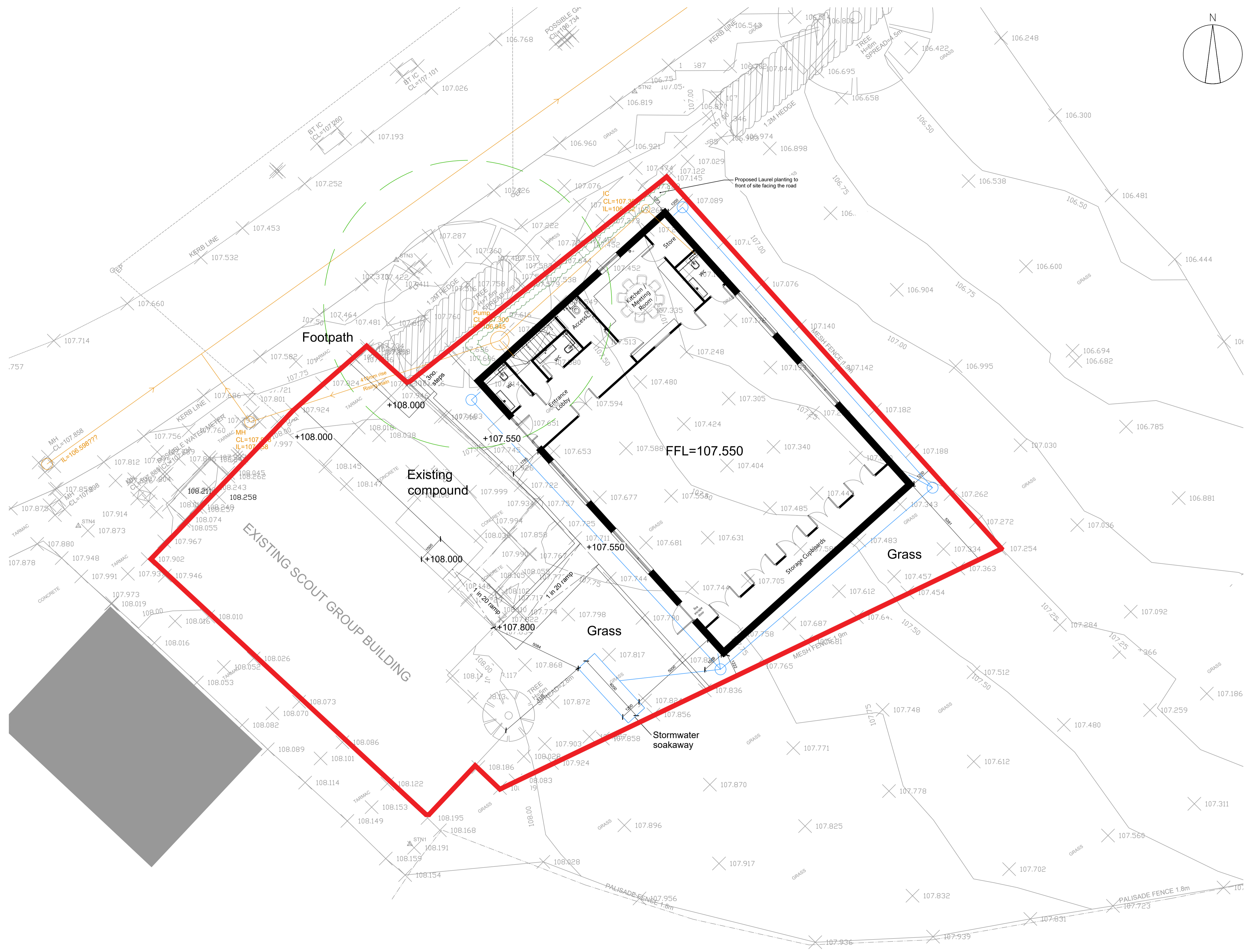


client | SDC Builders Ltd
 project | Flitwick Scout Hut
 project no | 24020
 drawing | Section
 drawn by | SS
 scale | 1.20 at A1
 date | August 2024

dwg status | **PRELIMINARY**

drawing no | **SK004**

rev | **P03**



0m 10m

LEGEND

- Tree to be removed
- Root protection area
- Proposed new tree

revisions	P04 Access amended	12/11/24
	P03 Building width increased	07/11/24
	P02 Foul drainage amended	02/10/24
	P01 First Issue	18/09/24



client | SDC Builders Ltd
 project | Flitwick Scout Hut
 project no | 24020
 drawing | Proposed Site Plan
 drawn by | SS
 scale | 1:100 at A1
 date | August 2024

dwg status | **PRELIMINARY**

drawing no | **SP001**

rev | **P04**

Proposed Site Plan



FLITWICK TOWN COUNCIL

Report to Town Council 17.12.24 Flitwick Scout Group Extension Plans

Background

Flitwick Scout Group was granted a 25-year lease, which was signed in September 2023. Below is a summary of the Council's decisions concerning the lease.

A sketch proposal of the organisation's plans (Appendix 1) was presented to Council in February 2022 and the Council made the following decisions:

- i) It was **RESOLVED** to approve in principle the revised extension plan.*
- ii) It was **RESOLVED** not to contribute to the full structural survey.*
- iii) It was **RESOLVED** to agree to a 25-year lease.*

*Members also **RESOLVED** that for now and in the future no land would be fenced off for the sole use of any organisation.*

In June 2022, the Corporate Services Committee made the following resolution (Appendix 2);

*It was **resolved** to accept in principle the design and scale of the plans presented but reject any attempt to have palisade fencing of grassland. Members would accept ornamental hedging up against the building as shown in the original sketch plan.*

In August 2023, the Council approved the revised lease, which incorporated the new area (Appendix 3) as agreed in June 2022;

*It was **resolved** to accept the Scouts draft lease and accompanying drawing.*

As per the lease agreement, the Scouts were to erect a fence (design to be approved by the Council) within six months of the lease being signed. This was approved by the Council in October 2023;

*It was **resolved** to progress with option 2 (mesh fencing).*

The third schedule of the lease also implies that the Council would consider any applications to construct additional buildings on the property upon receipt of detailed plans.

Introduction

The Town Clerk met with the Chairman of the Scout Group on the Monday 2nd December to view the proposed plans for the building (Appendix 4), below is a brief outline of what was discussed;

- Following advice from several builders, there will be no extension to the current building due to its condition; the proposed plan is to erect a new building on the additional piece of land that the Council allocated. The current building will remain in situ and be used until its end of life.
- Given that this is going to cost substantially more money, the Scout group will get the shell of the building completed initially, and this will then be 'fit out' as and when funds allow.

- The proposal for the new building will be a pre-fab metal building (colour to be decided – green or brown to try and be in keeping with the surroundings)
- No hedgerow will be lost.
- The building will be approximately 5-6m tall, which will host a climbing wall and small mezzanine floor.
- The Scout Group are ready to apply for planning permission upon the Town Council's approval

Recommendations

1. Members are asked to consider the plans for the Scout Hut building.

Stacie Lockey
Town Clerk & Chief Executive

	CURRENT Budget 2024/25			Year End PROJECTION 2024/25			PROPOSED Budget 2025/26		
	Income	Expend	Balance	Income	Expend	Balance	Income	Expend	Balance
Finance & GP (<i>not inc Projs & Precept</i>)	900	530,584	-529,684	487,955	1,014,084	-526,129	1,190	517,568	-516,378
BUSINESS Board	860,300	760,661	99,639	833,018	761,637	71,381	937,122	813,194	123,928
COMMUNITY Committee	47,710	592,232	-544,522	86,671	631,037	-544,366	39,177	616,508	-577,331
FTC	908,910	1,883,477	-974,567	1,407,644	2,406,758	-999,114	977,489	1,947,270	-969,781

Finance & General Purposes Committee

Flitwick Town Council **INITIAL** Budget 2025/26

Budget Manager: SS

GENERAL PURPOSES: 101			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Incor	1003	Photocopying	100	189	150		150	128	150	190	▲40	▲27%
	1191	MISC INCOME	0	16	0		0	38	38	0		
Expenditure	4001	SALARIES AND WAGES	211,528	194,380	231,775		231,775	141,360	212,040	239,247	▲7,472	▲3%
	4003	TRAVEL CLAIMS	0	40	100	-70	30	13	30	30	▼70	▼70%
	4009	HEALTH & SAFETY	500	167	0		0	0	0	0		
	4011	Agency Staff	0	6,804	0		0	0	0	0		
	4017	FTC Hospitality	750	419	750		750	522	750	720	▼30	▼4%
	4020	POSTAGE	800	1,037	1,300		1,300	827	1,300	1,300		
	4021	STATIONERY	3,000	2,898	3,000	-500	2,500	1,688	2,500	2,500	▼500	▼17%
	4022	PHOTOCOPIER CONTRACT	5,000	2,745	2,700	-100	2,600	1,763	2,600	2,600	▼100	▼4%
	4023	TELEPHONES	8,300	9,362	9,750	-1,250	8,500	5,211	8,500	8,000	▼1,750	▼18%
	4025	OFFICE EQUIPMENT & FURNITURE	2,500	1,473	3,000	-1,500	1,500	565	1,500	1,100	▼1,900	▼63%
	4033	RECRUITMENT COSTS	1,000	5	0		0	0	0	0		
	4040	IT SUPPORT	30,000	24,570	27,500	-2,500	25,000	15,763	25,000	26,000	▼1,500	▼5%
	4048	IT HARDWARE	0	0	2,500	-2,484	16	2,484	16	2,500		
	4056	LICENCES / MEMBERSHIPS	2,600	3,173	2,000		2,000	2,727	2,727	2,800	▲800	▲40%
	4058	BANK CHARGES	200	236	230	-70	160	141	160	200	▼30	▼13%
4059	SUNDRIES	500	619	500	-200	300	170	300	300	▼200	▼40%	
4102	FTC Internal Rent	37,590	37,590	37,590		37,590	25,060	37,590	37,590			
4103	FTC Internal Hire	7,200	1,980	2,000		2,000	798	1,500	1,500	▼500	▼25%	

CIVIC PURPOSES: 102			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Inc.	1143	CURRENT Yr - TM Charity Income	0	0	0		0	3,880	0	0		
Expenditure	4035	REGALIA FUND	1,000	428	1,000	-500	500	0	500	500	▼500	▼50%
	4036	CIVIC SERVICE & EVENTS	600	295	800		800	0	800	800		
	4103	FTC Internal Hire	600	727	620		620	232	500	500	▼120	▼19%
	4143	CURRENT Yr - TM Charity Costs	0	0	0		0	1,153	0	0		
	4149	LEADER EXPENSES	0	0	0		0	0	200	200	▲200	
	4209	TOWN MAYOR ALLNCE - P/YR	0	0	0		0	304	0	0		
	4210	TM Allowance & Civic Reception	4,000	4,000	4,000		4,000	136	4,000	4,000		
	4502	ELECTIONS/BY ELECTIONS	7,500	347	6,000	-6,000	0	0	0	0	▼6,000	▼100%

COMMUNICATIONS: 103			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Incor	1001	Advertising Income	750	1,128	750		750	816	1,100	1,000	▲250	▲33%
	1177	Grants & Donations Received	0	0	0		0	2,000	2,000	0		
Expenditure	4024	MARKETING PLANNING SOFTWARE	500	0	500	-250	250	240	240	250	▼250	▼50%
	4028	ADVERTISING / PROMOTIONS	500	145	500	-365	135	92	135	250	▼250	▼50%
	4038	LIVING HISTORY WEBSITE	0	0	1,390		1,390	47	1,390	1,000	▼390	▼28%
	4042	FTC BRANDING	0	0	3,000		3,000	0	3,000	1,000	▼2,000	▼67%
	4045	FLITWICK PAPERS COSTS	9,500	8,312	9,500	-500	9,000	6,266	9,000	9,500		
	4046	WEBSITE MAINTENANCE	2,500	534	1,500		1,500	315	1,500	1,100	▼400	▼27%

3 STATION ROAD: 106

			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1022	RENT RECEIVABLE TENANTS	38,000	28,500	0		0	0	0	0		▲5750%
	1028	Building Dilapidation	0	0	0		0	100,000	100,000	0		
	1177	Grants & Donations Received	0	0	0		0	251,324	384,667	0		
Expenditure	4013	Utility - Electric	0	0	0		0	0	2,000	2,000	▲2,000	
	4015	Utility - Water	0	0	0		0	48	200	200	▲200	▲200%
	4016	BUSINESS RATES	0	0	0		0	15,169	14,596	16,456	▲16,456	▲16456%
	4019	Utility - Gas	0	0	0		0	351	600	600	▲600	▲600%
	4029	INSURANCES	0	0	0		0	0	0	2,737	▲2,737	▲2737%
	4131	Renovation Costs 2024/25	0	3,923	0	48,408	48,408	193,570	517,679	0		
	4132	BUILDING MAINTENANCE	0	0	0		0	1,428	0	0		
4506	LEGAL & PROFESSIONAL FEES	0	0	0		0	69,749		0			

PRECEPT, INTEREST & CCLA: 111

			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1176	PRECEPT RECEIVED	1,016,205	951,205	975,567		975,567	975,567	975,567		▼975,567	▼100%
	1190	CCLA Interest Received	25,000	63,902	0		0	45,808	51,000	44,000	▲44,000	▲44000%
	1192	Barclays Bank Interest Rec'd	0	0	0		0	916	1,500	1,000	▲1,000	▲100%
	1193	Tenant Deposits Interest Rec'd	0	0	0		0	319	600	500	▲500	▲100%

FINANCE & HR: 422

			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Inc.	1002	Insurance Claims	4	1,950	0		0	-15,221	0	0		
Expenditure	4009	HEALTH & SAFETY	0	0	4,000		4,000	2,462	4,000	4,000		
	4010	SIMPLY HEALTH INSURANCE	6,500	5,771	6,000		6,000	3,718	6,200	6,700	▲700	▲12%
	4027	AUDIT FEES - EXTERNAL	2,700	2,100	2,300		2,300	0	2,520	2,700	▲400	▲17%
	4029	INSURANCES	27,000	28,534	28,350		28,350	50,638	50,638	38,852	▲10,502	▲37%
	4039	HR SUPPORT	6,000	5,450	6,000		6,000	5,952	6,500	6,500	▲500	▲8%
	4041	PDQ SYSTEMS: 420/422: 50/50	2,500	3,018	3,000		3,000	2,632	5,000	5,000	▲2,000	▲67%
	4047	STAFF COURSES/TRAINING	4,000	3,837	7,000		7,000	2,350	3,000	3,500	▼3,500	▼50%
	4053	PAYROLL SYSTEMS	2,000	1,022	2,000		2,000	783	2,000	1,500	▼500	▼25%
	4054	Spot Bonus Awards	0	0	600	-440	160	160	160	300	▼300	▼50%
	4057	ACCOUNTS IT SOFTWARE	3,300	2,076	2,500		2,500	2,380	2,500	3,500	▲1,000	▲40%
	4061	LOAN CAPITAL PAID	56,105	56,105	45,000		45,000	31,422	37,423	37,982	▼7,018	▼16%
	4062	LOAN INTEREST PWLB	18,736	20,542	20,000		20,000	9,251	19,040	17,904	▼2,096	▼10%
	4103	FTC Internal Hire	100	1,342	1,400		1,400	1,404	3,000	3,000	▲1,600	▲114%
	4156	AUDIT FEES - INTERNAL	2,000	2,930	3,000	-800	2,200	310	2,200	2,300	▼700	▼23%
4160	Accountancy Consultancy	6,700	4,030	5,000	-300	4,700	1,303	4,700	4,000	▼1,000	▼20%	
4506	LEGAL & PROFESSIONAL FEES	5,000	26,499	10,000		10,000	8,021	12,000	12,000	▲2,000	▲20%	

PLANNING: 601

			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Expend	4103	FTC Internal Hire	720	506	350		350	240	350	350		
	4506	LEGAL & PROFESSIONAL FEES	1,000	280	1,000	-1,000	0	0	0	0	▼1,000	▼100%

Business Improvement & Development Board

Flitwick Town Council **DRAFT** Budget 2025/26

Budget Manager: ME

RENDEZVOUS: 420			LAST Year: 2023/24		CURRENT Year: 2024/25					NEXT Year: 2025/26		
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1024	Room Bookings	1,000	333	1,000		1,000	1,777	2,000	2,500	▲1,500	▲150%
	1026	BAR INCOME - Rendezvous	33,000	42,254	40,000		40,000	26,595	40,000	50,000	▲10,000	▲25%
	1027	Catering Income - Rendezvous	185,000	192,152	212,100		212,100	156,218	212,100	247,500	▲35,400	▲17%
	1067	RENDEZVOUS Event Income	5,000	0	3,000		3,000	1,628	3,000	5,000	▲2,000	▲67%
	1155	Catering Income - Corporate	56,000	147,058	106,050		106,050	62,982	83,000	77,770	▼28,280	▼27%
	1156	Catering Income - Functions	0	0	35,350		35,350	8,258	20,000	28,230	▼7,120	▼20%
Expenditure	4001	SALARIES AND WAGES	138,397	90,789	222,072		222,072	132,775	205,919	230,353	▲8,281	▲4%
	4002	UNIFORM	800	779	800		800	263	500	500	▼300	▼38%
	4011	Agency Staff	0	6,208	0		0	8,255	8,255	0		
	4014	CASUAL STAFF Wages	3,600	13,326	8,400		8,400	9,947	16,800		▼8,400	▼100%
	4018	Agency Referral	3,000	3,000	0		0	2,800	2,800			
	4041	PDQ SYSTEMS: 420/422: 50/50	2,500	3,060	3,000		3,000	3,082	5,000	5,000	▲2,000	▲67%
	4056	LICENCES / MEMBERSHIPS	100	0	200		200	0	0		▼200	▼100%
	4066	Casual Staff - RENEZVOUS CAFE	11,500	11,500	0		0	0	0	15,000	▲15,000	▲15000%
	4067	Casual Staff - RENEZVOUS BAR	11,500	11,500	0		0	0	0	4,000	▲4,000	▲4000%
	4102	FTC Internal Rent	11,500	11,500	11,500		11,500	7,667	11,500	11,500		
	4103	FTC Internal Hire	0	27	0		0	0				
	4138	EQUIPMENT	5,500	6,119	5,000		5,000	2,896	5,000	4,000	▼1,000	▼20%
	4140	MAINTENANCE CONTRACTS	3,500	4,426	7,200	-1,000	6,200	2,721	5,000	5,000	▼2,200	▼31%
	4141	Catering Costs - Corporate	20,000	36,115	33,000		33,000	23,243	25,000	24,200	▼8,800	▼27%
	4144	Catering Costs - Functions	0	0	11,000		11,000	7,757	11,000	8,800	▼2,200	▼20%
	4147	Catering Costs - Rendezvous	80,000	93,057	66,000		66,000	48,873	66,000	77,000	▲11,000	▲17%
	4148	BAR EXP - Rendezvous	16,500	16,945	16,500		16,500	14,569	20,000	20,000	▲3,500	▲21%
	4150	PROMOTIONS - ADVERTISING	0	0	1,630		1,630	0	1,630	1,250	▼380	▼23%
	4154	RENDEZVOUS Event Expense	0	0	1,500		1,500	1,980	2,000	3,600	▲2,100	▲140%
	4155	Stock Check Costs	0	0	840		840	680	840	900	▲60	▲7%
4157	Wastage: Rendezvous	0	0	0		0	176	736	1,200	▲1,200	▲1200%	
4506	LEGAL & PROFESSIONAL FEES	850	857			0						

RUFUS CENTRE: 421

			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1010	Pitch Hire	2,500	4,403	2,500		2,500	4,963	5,000	5,000	▲2,500	▲100%
	1019	HIRE OF EQUIPMENT	2,000	5,407	5,500		5,500	4,065	6,000	7,000	▲1,500	▲27%
	1020	FUNCTIONS INCOME - Rufus Centre	12,000	14,639	12,000		12,000	12,086	15,000	15,000	▲3,000	▲25%
	1021	Ticketsolve Booking Fees	0	0	0		0	1,606	3,500	5,000	▲5,000	▲5000%
	1022	RENT RECEIVABLE TENANTS	210,000	254,754	260,000		260,000	185,327	260,000	295,000	▲35,000	▲13%
	1023	RUFUS Events Income	6,000	11,663	15,000		15,000	20,163	25,000	20,000	▲5,000	▲33%
	1024	Room Bookings	140,000	177,184	160,000		160,000	111,404	150,000	170,000	▲10,000	▲6%
	1025	Private Residential Flat	7,800	7,800	7,800		7,800	5,559	8,518	9,122	▲1,322	▲17%
	1191	MISC INCOME	0	400	0		0	-100	-100	0		
Expenditure	4001	SALARIES AND WAGES	246,115	243,003	231,528		231,528	149,783	217,919	252,347	▲20,819	▲9%
	4002	UNIFORM	300	343	300	-264	36	36	36	300		
	4009	HEALTH & SAFETY	1,500	1,481								
	4013	Utility - Electric	0	0	0	19,334	19,334	13,199	19,334	17,191	▲17,191	▲17191%
	4014	Casual Staff - Rufus HP/Events	3,600	13,520	3,600		3,600	4,612	7,200	1,000	▼2,600	▼72%
	4015	Utility - Water	41,550	48,011	36,000	-29,782	6,218	4,924	6,218	6,218	▼29,782	▼83%
	4016	BUSINESS RATES	35,000	37,236	38,500		38,500	27,373	40,049	44,054	▲5,554	▲14%
	4019	Utility - Gas	0	0	0	10,448	10,448	6,205	10,448	13,567	▲13,567	▲13567%
	4026	EQUIP.MAINTENANCE	1,000	1,069	1,000	-1,000	0	0	0	1,000		
	4030	Ticketsolve Costs	0	0	0		0	3,362	5,000	5,000	▲5,000	▲5000%
	4040	IT SUPPORT	2,000	3,250	6,065		6,065	1,185	3,500	3,500	▼2,565	▼42%
	4046	WEBSITE MAINTENANCE	300	605	3,000	-2,000	1,000	170	1,000	1,000	▼2,000	▼67%
	4047	STAFF COURSES/TRAINING	2,800	1,949								
	4056	LICENCES / MEMBERSHIPS	3,000	2,730	3,000		3,000	1,821	3,000	3,200	▲200	▲7%
	4078	Planting/Weeding	0	0	500		500	361	500	0	▼500	▼100%
	4102	FTC Internal Rent	-49,090	-49,090	-49,090		-49,090	-32,727	-49,090	-50,386	▼1,296	▲3%
	4103	FTC Internal Hire	-15,140	-17,190	-18,720		-18,720	-10,856	-19,700	-19,700	▼980	▲5%
	4128	WASTE DISPOSAL	9,628	10,161	6,500		6,500	5,509	6,500	6,500		
	4132	BUILDING MAINTENANCE	16,000	17,531	25,000	-2,000	23,000	15,451	23,000	20,000	▼5,000	▼20%
	4134	CLEANING	28,000	37,876	33,100		33,100	23,548	33,100	33,100		
	4136	Rufus Field/Pitch Maint	1,000	862	1,000		1,000	1,000	1,000	1,000		
	4138	EQUIPMENT	5,000	2,884	7,000		7,000	2,822	7,000	6,000	▼1,000	▼14%
	4140	MAINTENANCE CONTRACTS	10,500	14,813	18,000		18,000	9,654	24,000	22,500	▲4,500	▲25%
	4142	RUFUS Events Expense	5,000	11,530	12,500		12,500	17,562	18,000	15,000	▲2,500	▲20%
4150	PROMOTIONS - ADVERTISING	3,200	2,386	8,000		8,000	2,240	8,000	6,000	▼2,000	▼25%	
4158	ROOM BOOKING COMMISSION CHRGS	500	1,617	1,500		1,500	165	1,500	500	▼1,000	▼67%	
4159	FUNCTIONS EXP - Rufus Centre	8,000	11,891	10,000		10,000	5,229	6,000	12,000	▲2,000	▲20%	
4705	Bad Debts	0	0	0		0	143	143	0			

Community Services Committee: Services

Flitwick Town Council **INITIAL** Budget 2025/26

Budget Manager: SE

CORE SERVICES: 300			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Expenditure	4001	SALARIES AND WAGES	427,990	372,502	375,162		375,162	250,900	376,350	406,942	▲31,780	▲8%
	4002	UNIFORM	700	700	600		600	600	600	600		
	4005	TRUCKS MAINTENANCE	1,000	496	750	-150	600	294	600	750		
	4006	FUEL	4,000	4,118	3,500		3,500	2,954	5,500	5,000	▲1,500	▲43%
	4008	Truck Insurance	3,000	370	3,000		3,000	2,740	2,740	3,200	▲200	▲7%
	4009	HEALTH & SAFETY	1,500	1,570	0		0	0				
	4014	CASUAL STAFF	0	0	0		0	18	18			
	4051	GRANTS PERMITTED	0	-200	5,000		5,000	5,000	5,000	0	▼5,000	▼100%
	4063	TRUCK LEASE REPAYMENTS	9,000	8,788	10,600	-1,750	8,850	5,438	8,850	8,900	▼1,700	▼16%
	4064	Town Centre CCTV	0	0	2,700	-1,000	1,700	0	1,700	2,800	▲100	▲4%
4103	FTC Internal Hire	1,600	2,452	3,000		3,000	1,132	2,500	2,500	▼500	▼17%	

BURIAL GROUNDS: 301			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1004	Burial Grounds (No VAT)	30,000	17,398	7,000		7,000	6,231	7,000	5,000	▼2,000	▼29%
	1013	CBC-Closed Burial Ground	1,000	1,000	1,000		1,000	1,000	1,000	1,000		
	1119	Burial Grounds Income VATABLE	8,000	3,219	1,000		1,000	1,749	1,000		▼1,000	▼100%
Expend.	4015	Utility - Water	150	79	150		150	56	150	150		
	4068	Burial Ground NO VAT	500	216	250		250	145	150	500	▲250	▲100%
	4069	Burial Ground VATABLE	1,000	453	500		500	295	400		▼500	▼100%

ALLOTMENTS: 302			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Inc.	1005	Allotment Rents	4,500	5,644	4,500		4,500	927	4,500	4,500		
Expenditure	4015	Utility - Water	700	466	700	-200	500	288	500	500	▼200	▼29%
	4072	ALLOTMENTS/MAINTENANCE	2,000	1,407	2,000	-500	1,500	6,623	1,500	1,500	▼500	▼25%
	4088	PORTALOO HIRE	1,250	1,099	0		0	1,718	0	0		
	4103	FTC Internal Hire	520	225	350		350	241	350	350		

LOCAL AMENITIES/TRACTOR STORE: 303			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1014	PHONE MAST INC (STATION RD)	5,500	5,500	1,100		1,100	5,500	5,500	1,100		
	1070	MANOR PARK (Rural Paymt Agent)	2,000	4,770	0		0	1,851	1,851	0		
	1071	Nature Park Trees for Climate	0	0	0		0	10,738	0	0		
	1191	MISC INCOME	0	43	0		0	0	0			
Expenditure	4013	Utility - Electric	0	0	0	1,000	1,000	542	1,000	1,000	▲1,000	▲2000%
	4015	Utility - Water	1,822	468	2,000	-2,000	0	0	0	1,000	▼1,000	
	4078	Planting/Weeding	3,000	3,230	3,000	-1,000	2,000	1,130	2,000	1,500	▼1,500	▼50%
	4084	PublicR: PLANT/EQUIP-PURCHASE	2,500	1,486	2,500		2,500	2,200	2,500	2,000	▼500	▼20%
	4085	PublicR: PLANT/EQUIP-MAINTENAN	2,500	1,985	2,500	-200	2,300	499	2,300	2,500		
	4110	TREE MAINTENANCE	3,000	2,325	3,000		3,000	1,400	3,000	4,000	▲1,000	▲33%
	4111	PITCH MAINTENANCE - Hinksley R	700	522	0		0	0	0			
	4115	Grass Cutting (Flitwick)	500	28	0		0	0	0			
	4118	BINS AND SEATS	1,000	1,137	1,000	-700	300	0	300	0	▼1,000	▼100%
	4128	WASTE DISPOSAL	6,065	6,976	7,000		7,000	3,580	7,000	7,000		
	4132	BUILDING MAINTENANCE	1,500	1,257	1,500	-1,000	500	62	500	1,000	▼500	▼33%
	4137	Water Dispenser Maintenance	300	269	300		300	0	300	300		
	4140	MAINTENANCE CONTRACTS	0	1,403	830		830	242	830	1,430	▲600	▲72%
	4700	FLITWICK MANOR PARK	8,000	7,214	7,000		7,000	2,237	7,000	7,000		
4701	Flit Valley Maintenance	500	0	500	-500	0	0	0	500			
4702	Flitwick Nature Park	1,000	85	1,000		1,000	452	1,000	500	▼500	▼50%	

PLAY AREAS: 305			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1012	Millennium Park Hire	1,500	1,650	1,500		1,500	1,700	1,700	1,700	▲200	▲13%
	1177	Grant Received	0	0	0		0	35,514	0	0		
Expenditure	4016	BUSINESS RATES	0	92	0		0	0	0			
	4075	PLAY AREA/REPAIRS & MAINT.	8,000	3,610	8,000		8,000	3,947	8,000	8,000		
	4082	Youth Hub CCTV	2,000	492	0		0	0	0			
	4098	Skate Park Lighting	0	218	500		500	208	500	650	▲150	▲30%
4122	CHANGING ROOMS - HINKSLEY	1,213	549	0		0	680	680	650	▲650	▲489%	

STREET LIGHTING: 306			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Expenditure	4096	Electricity - Street Lights	2,500	6,847	7,000		7,000	4,107	7,000	7,609	▲609	▲9%
	4097	Street Lighting Maintenance	2,000	396	2,000	-1,500	500	0	500	2,000		

Community Services Committee: Activities & Events

Flitwick Town Council **INITIAL** Budget 2025/26

Budget Manager: SE

FOOD HUB: 310 (new Cost Centre)			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Inc.	1177	Grants & Donations Received	0	0	0		0	0	0	0		
	TBC	Mileage Reimbursement	0	0	0		0	0	0	192	▲192	▲192%
Expenditure	4003	TRAVEL CLAIMS & Mileage	0	0	0		0	0	0	1,200	▲1,200	▲1200%
	4071	FUEL - Community Fridge	0	0	0		0	0	0	400	▲400	▲400%
	4102	FTC Internal Rent	0	0	0		0	0	0	1,296	▲1,296	▲1296%
	4619	General Community Fridge Costs	0	0	0		0	0	0	200	▲200	▲200%

YOUTH HUB/ACTIVITIES: 311			LAST Year: 2023/24		CURRENT Year: 2024/25				NEXT Year: 2025/26			
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1035	Youth Hub Hire	500	3,868	1,000		1,000	1,129	1,350	1,000		
	1041	YOUTH ACTIVITIES	15,000	15,000	15,000		15,000	15,000	15,000	15,000		
	1177	Grants & Donations Received	0	200	0		0	1,000	1,000	0		
Expenditure	4007	Youth Event Costs	0	0	0		0	449	449	0		
	4013	Utility - Electric	0	0	0	1,694	1,694	868	1,694	1,173	▲1,173	▲1173%
	4014	CASUAL STAFF Wages	1,984	2,131	2,000	-1,815	185	185	185	0	▼2,000	▼100%
	4015	Utility - Water	3,100	4,207	3,000	-1,694	1,306	2,250	4,504	4,500	▲1,500	▲50%
	4016	BUSINESS RATES	2,600	1,921	1,700		1,700	1,921	1,921	2,113	▲413	▲24%
	4049	YOUTH ACTIVITIES	59,000	60,450	59,000		59,000	44,213	59,000	52,250	▼6,750	▼11%
	4052	LGBTQ+ Youth Provision	0	0	2,500	-2,500	0	0	0	0	▼2,500	▼100%
	4082	Youth Hub CCTV	0	-168	1,000		1,000	443	1,000	1,000		
	4128	WASTE DISPOSAL	988	714	600	-200	400	207	400	400	▼200	▼33%
	4132	BUILDING MAINTENANCE	3,000	2,812	2,000		2,000	1,504	2,000	1,500	▼500	▼25%
	4134	CLEANING	0	0	0	1,815	1,815	1,455	1,850	1,850	▲1,850	▲1850%
	4138	EQUIPMENT	1,000	494	1,000		1,000	924	1,000	500	▼500	▼50%
4140	MAINTENANCE CONTRACTS	1,000	1,677	1,600		1,600	2,008	2,200	2,200	▲600	▲38%	
4151	BROADBAND	0	0	0		0	0	0	550	▲550	▲550%	

COMMUNITY ACTIVITIES: 312			LAST Year: 2023/24		CURRENT Year: 2024/25					NEXT Year: 2025/26		
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1031	FITNESS CIRCUITS CLASSES	0	1,250	0		0	0	0			
	1032	Proud AF Initiative	0	0	0		0	100	100			
	1036	Stitchers Donations	0	7	0		0	66	66			
	1039	PAINTING CIRCLE	300	348	200		200	200	200		▼ 200	▼ 100%
	1042	TEA DANCES	0	900	1,300		1,300	864	864		▼ 1,300	▼ 100%
	1120	KEEP FIT / Dance Fitness	3,000	2,887	2,800		2,800	2,378	3,200	3,200	▲ 400	▲ 14%
	1147	FORGET ME NOT GROUP	0	0	0		0	103	103	0		
	1149	Flitwick Sunday Market	720	370	0		0	0	0			
	1171	LUNCH CLUB	3,500	2,895	2,600		2,600	1,268	1,268		▼ 2,600	▼ 100%
	1177	Grants & Donations Received	0	500	0		0	29,592	29,592			
1181	COST OF LIVING MONIES REC'D	0	10,681	0		0	296	296	0			
Expenditure	4103	FTC Internal Hire	4,400	9,931	11,000		11,000	6,599	11,500	11,500	▲ 500	▲ 5%
	4552	TEA DANCE	0	509	870	-327	543	542	542		▼ 870	▼ 100%
	4553	PAINTING CIRCLE	30	0	100	-100	0	0	0		▼ 100	▼ 100%
	4554	STITCHERS	195	72	195		195	188	200	200	▲ 05	▲ 3%
	4558	KEEP FIT / Dance Fitness	2,400	1,425	2,000		2,000	950	1,850	1,850	▼ 150	▼ 8%
	4606	Cost of Living Initiative	4,000	6,815	4,000		4,000	3,340	4,000	500	▼ 3,500	▼ 88%
	4611	Flitwick (Library) Film Club	0	0	0		0	5,000	5,000	0		
	4613	Recycle / Reuse	0	0	250	-120	130	92	130	130	▼ 120	▼ 48%
	4614	Proud AF Initiative	300	753	1,250		1,250	25	1,500	1,500	▲ 250	▲ 20%
	4616	Community Defib Training	0	0	500	-150	350	350	350		▼ 500	▼ 100%
	4617	Flitwick Heritage & Oral Equip	0	0	500		500	4,331	24,592	0	▼ 500	▼ 100%
	4621	LUNCH CLUB	2,500	1,740	2,200	-1,219	981	981	981		▼ 2,200	▼ 100%
	4625	FORGET ME NOT GROUP	650	288	500		500	96	500	850	▲ 350	▲ 70%
4627	Flitwick Sunday Market	400	0	0		0	0	0				
4629	Fitness Circuit Classes	0	875	0		0	0	0				

COMMUNITY EVENTS: 313			LAST Year: 2023/24		CURRENT Year: 2024/25					NEXT Year: 2025/26		
			Budget	Actual	Budget	* Budget Moves	Amended Budget	Actual YTD Mth 8	Year End Projection	PROPOSED Budget	£ +/-	% +/-
Income	1050	King's Coronation 2023	0	531	0		0	0	0			
	1127	Flitwick Fun Day	3,500	4,522	3,000		3,000	4,838	4,838	4,500	▲1,500	▲50%
	1130	Christmas Lunch - OLDER People	1,800	1,814	2,200		2,200	0	0		▼2,200	▼100%
	1142	Easter Egg Trail	480	857	500		500	0	0	0	▼500	▼100%
	1164	Christmas Market RCCM	340	308	360		360	0	0		▼360	▼100%
	1165	Christmas Lights EVENT	312	2,167	150		150	254	254	285	▲135	▲90%
	1167	Christmas Market Trip	850	966	1,000		1,000	0	0		▼1,000	▼100%
	1169	Summer Programme	0	525	0		0	3,797	3,797	0		
1191	MISC INCOME	0	0	0		0	492	492	0			
Expenditure	4043	REMEMBRANCE EVENT	1,700	226	700		700	609	700	890	▲190	▲27%
	4200	Christmas Lights Installation	18,975	19,732	19,475		19,475	15,069	19,475	19,475		
	4201	Christmas Market RCCM	475	46	300	-300	0	0	0		▼300	▼100%
	4202	Christmas Market Trip	850	930	1,000	-1,000	0	0	0		▼1,000	▼100%
	4204	Flitwick TownSq Christmas Tree	1,375	1,330	1,375		1,375	1,350	1,350	1,500	▲125	▲9%
	4206	Scarecrow Festival	240	177	240		240	134	240	0	▼240	▼100%
	4207	Fun Palace	150	0	150	-150	0	0	0		▼150	▼100%
	4208	Skate Competition	2,200	1,510	2,300	-1,186	1,114	1,114	1,114	0	▼2,300	▼100%
	4211	Easter Egg Trail	400	443	500	-500	0	0	0	0	▼500	▼100%
	4213	Summer Programme	0	559	1,000		1,000	2,749	2,705	1,400	▲400	▲40%
	4540	Christmas Lights EVENT	5,700	4,134	6,250		6,250	4,713	6,250	5,000	▼1,250	▼20%
	4551	Flitwick Fun Day	20,000	21,288	21,000	-3,463	17,537	17,537	17,537	15,600	▼5,400	▼26%
	4615	King's Coronation 2023	0	175	0		0	0	0			
	4618	COMMUNITY Events Expense	2,000	720	2,500		2,500	783	2,500	2,000	▼500	▼20%
4623	Christmas Lunch - OLDER PEOPLE	2,600	1,941	2,600	-2,600	0	0	0		▼2,600	▼100%	

CB/24/02687/FULL - Land North of No.1 Princess Close, Flitwick

Having viewed this planning application and following a site visit by one member of the Flitwick Town Council Planning Improvement Working Group (PIWG), I write to register our objection to the application. The grounds for objection include, but are not limited to;

- Loss of amenity. The land in question was clearly designed as a small piece of amenity land in a small, densely constructed residential close. To build on it would permanently remove the benefit of the open space.
- Access to light. The proposed construction will block all light access to one side of the property at no.1 Princess Close, and to the front of no.2 Princess Close. Additionally a 2 Storey construction will significantly degrade available light in the Close generally with the natural movement of the sun.
- Privacy of neighbouring properties. The proposed construction will enable overlook of properties at No 1 and No 2 Princess Close, as well as looking directly into properties on the opposite side of the Close. As previously stated, Princess Close is a relatively small, densely populated residential Close, and existing residents should not be subjected to further construction resulting in intrusion.
- The application contains a request for a 2 storey basement within the new property. We have no visibility of any Central Bedfordshire policy regarding basements, however this will present significant challenges with regards to drainage and keeping the new property free of damp, as well as risk to any existing underground utilities infrastructure, and the possibility of subsidence.

Other items for consideration

- Recently, Central Bedfordshire experienced record rainfall in a short period of time resulting in some local flooding. This weekend we have a new storm affecting large parts of the UK. Central Bedfordshire Council have agreed to review aspects of drainage in their area to protect residents from further loss and disruption. It is unclear exactly how the new proposed property will be drained, but caution should be exercised in building on open land which is currently capable of absorbing and attenuation of a considerable quantity of rainfall.
- Additional property (or properties) in Princess Close will increase vehicle movements within the Close itself and onto the local road infrastructure.
- The construction period for any new property will result in noise, disruption and restricted access for existing residents and visitors for an indeterminate period of time. However considerate constructors are, many residents will attest to how unpleasant and unwarranted this is.
- The proposed basement element of the property will require considerable removal of earth / spoil and this will likely require a considerable number of heavy vehicle movements.
- Additional property (or properties) in Princess Close will add to the density of residential occupation, which in our view is undesirable for that location.

- Additional property (or properties) on that particular corner will impede the visibility of drivers entering or leaving the Close. We acknowledge that drivers must be responsible for their actions, but we believe we should exercise caution with developments that reduce visibility, and therefore safety.
- It is regrettable to note that the amenity value of the plot has already been degraded by the removal of trees and shrubbery.

Dear Clerks and Chairs,

Central Bedfordshire Local Plan - Call for Sites

As part of the process of developing a new Local Plan for Central Bedfordshire, we need to identify sites to provide enough homes and jobs for everyone, as well as supporting infrastructure and green spaces. These need to be planned carefully to make sure they are built in the right place, with the necessary facilities and services, while protecting the environment as much as possible.

In November, the Council launched its Brownfield “Call for Sites” asking landowners and others to suggest brownfield (previously developed) land that could be redeveloped to meet future demand for homes and jobs, and other land uses such as green spaces, education and local facilities. Whilst the Brownfield Call for Sites has identified some potential opportunities for future growth that we will want to assess further, from an initial review, it is apparent Brownfield sites alone will not be sufficient to meet our needs for the next Plan period.

As a result, we are now opening up the Call for Sites for all other land across Central Bedfordshire. There is a dedicated page on the Council website for all the information on this topic: www.centralbedfordshire.gov.uk/call-for-sites

Once submitted, each site will be reviewed for its suitability, availability and achievability against a set of criteria, which have been informed by feedback to our recent public engagement. Sites will also be subject to public consultation as part of the statutory plan-making process before any decisions are made to allocate any of the sites.

Sites can be submitted online from Monday 9th December 2024 until Monday 20th January 2025 through this link cfs.central-bedfordshire.urbanintelligence.co.uk

If you have any queries about the process, please do not hesitate to contact the Local Plan Team, on email localplans@centralbedfordshire.gov.uk or phone 0300 300 8301.

Kind Regards,

Community and Engagement Team
Strategy and Delivery
Office of the Chief Executive

Balance Sheet as at 30th November 2024

31st March 2023

31st March 2024

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			
35,906	DEBTORS	101,501		
447	Burial Grounds & Cemeteries	0		
0	VAT Control Account	32,277		
39,477	PREPAYMENTS	2,097		
5,345	Mthly Business Prepays	24,572		
47,844	PrePayment for Land Sale	53,194		
4,733	Accrued Income	0		
3,886	Stock Held - Bar	3,309		
4,953	Stock Held - Food	5,130		
5,018	Current Bank Ac Barclays 009	5,307		
136,295	Barclays Business Reserve 106	134,570		
1,000	PDQ Account	836		
41,209	Tenants Deposits Account	46,918		
400	Petty Cash Control (YE)	400		
400	Float - Main Safe (YE)	400		
400	Float - Cafe Safe (YE)	400		
15	Float - Reception Safe (YE)	15		
80	Float - Cafe Till Drawer	80		
1,020,800	CCLA Control Account	1,540,095		
<u>1,348,208</u>			<u>1,951,100</u>	
	1,348,208 Total Assets			1,951,100
	Current Liabilities			
8,693	DEBTORS Control: Functions	4,004		
1,902	VAT Control Account	0		
0	Barclaycard	1,843		
23,904	CREDITORS	67,235		
8,493	ACCRUAL - Loan Interest (YE)	0		
18,438	ACCRUALS (YE)	0		

10/12/2024

Flitwick Town Council CURRENT YEAR: 2024-25

14:06

Balance Sheet as at 30th November 2024

31st March 2023

31st March 2024

18,645	PAYE/NIC Due	22,780
11,886	LGPS Pension Control	15,523
2,619	NEST Pension Control	3,995
2,973	Income in Advance (YE)	0
5,009	Past Yr TM Charity (YE)	0
1,591	Past Yr TM Allow & Civic Recep	0
45,751	Tenants Rent Deposits	46,599
1,500	Refundable Deposits: Functions	1,000
0	Refundable Tickets: Community	215
963	Barclaycard Year End balance	0

152,369

163,195

1,195,839 Total Assets Less Current Liabilities**1,787,906****Long Term Liabilities**

0

0

1,195,839 Total Assets Less Long Term Liabilities**1,787,906****Represented By**

453,445	GENERAL RESERVE	843,976
0	Proud AF Picnic	100
106,432	Central Project Fund	91,662
3,704	EMR Election Costs	0
0	EMR Nature Park Annual Grant	10,738
500,000	EMR Do Not Spend Ops Reserves	500,000
6,457	EMR IT Equipment Provision	3,973
0	EMR Oral History Equipment	250
25,088	EMR Allotments	17,494
13,160	EMR Cost of Living	13,160
57,050	EMR Steppingley Rd Legal Fees	57,050
0	EMR 3 Station Road Development	132,180
0	EMR Rufus Capital Works	38,100
3,000	EMR Community Events	0
14,600	Capital Receipts Reserve	0
1,687	PROJ - Nature Park	4,077
722	PROJ - Flitwick Town Sq Defib	722
3,800	PROJ - Heritage Website	3,800
2,000	PROJ - Rural Match Fund Bench	2,000
524	PROJ - Lockyer Suite Works	0
800	PROJ - Hub Car Pk Delineation	0

10/12/2024

Flitwick Town Council CURRENT YEAR: 2024-25

14:06

Balance Sheet as at 30th November 2024

31st March 2023

31st March 2024

3,370	PROJ - Office Room 28 Refurb	0
0	PROJ - Nature Park Planning	7,315
0	PROJ - Burial Ground Wall	500
0	PROJ - Stocksfield Refurb	709
0	PROJ - Skate Park Extension	60,100

1,195,839

1,787,906

The above statement represents fairly the financial position of the authority as at 30th November 2024 and reflects its Income and Expenditure during the year.

Signed :
Chairman

Date : _____

Signed :
Responsible
Financial

Date : _____

FTC Projects Review 2024-25

Last Updated: **30 November 2024**

	Roll Over Balance (24/25 only)	£	119,335	
	Previous Year's Committee Spend (24/25 only)	£	12,903	
(315)	Central Project Fund Opening Balance	£	106,432	
1176/110	PLUS 2024/25: Agreed CPF Precept Funding	£	55,675	(1st Instal E27,837.50 rec'd April 24 & 2nd instal E27,837.50 received Sep 24)
800s	LESS: 24/25 Projects Opening Balance	£	68,967	
	LESS Projects Overspend	£	1,715	
	PLUS Projects Underspend	£	237	
(315)	Central Project Fund YTD Funds Available	£	91,663	Working balance (315) less 2nd precept instal (Oct)= £63,825

Accepted Project budget variance at 5%.

All projects now managed through individual EMRs with budgets drawn from CPF

	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	24/25 Opening Project Balance	GRANT Received	24/25 Project Spend to Date	Overspend Funded by CPF	Underspend Returned to CPF	Project Commitment Remaining YTD		TOTAL Approved Grants/ Funding		24/25 Actual Funds Received	Grants/ Funding Budget Remaining	
Ongoing Projects	800	4212 110	Proj - Nature Park	Community	Del. Auth	Apr-21	£ 3,000	£ 1,313	£ 1,687	£ 10,490	£ 8,100			£ 4,077	0%	£ 283,385	£ 10,490	£ 272,895	S106 remaining: Phase 1 £7,106.89, Phase 2 £274,728 & Plans £1,550 (CBC to be invoiced for S106 once works completed). SL 7/9/22. Planning Consultant RCF approved July 23.	
	801	4819 110	Proj - Flitwick Town Sq Defib	Community	5213d	Feb-22	£ 1,770	£ 1,048	£ 722	£ -	£ -			£ 722	41%				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	£ -	£ -			£ 3,800	100%					
	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	
	804	4849 110	Proj - Locker Suite Works	Business	5565g ii	Dec-23	£ 48,655	£ 48,131	£ 524	£ -	£ 2,239	£ 1,715			£ -	0%				Overspend is within accepted 5% tolerance. PROJECT CLOSED June 24
	805	4851 110	Proj - Hub Car Park Delineation	Community	5605b	Mar-24	£ 800	£ -	£ 800	£ -	£ 645		£ 155		£ -	0%				PROJECT CLOSED August 24
	806	4852 110	Proj - Office Room 28 Refurb	Business	5608j	Mar-24	£ 3,370	£ -	£ 3,370	£ -	£ 3,370				£ -	0%				PROJECT CLOSED June 24
807	4850 110	Proj - Replacement Windows	Business	5608L	Mar-24	£ 3,560	£ -	£ 3,560	£ -	£ 3,560				£ -	0%				PROJECT CLOSED July 24	
NEW Projects: 2024/25	808	4853 110	Proj - Nature Park Planning	Community	5622c	Apr-24	£ 23,673		£ 23,673	£ -	£ 16,358			£ 7,315	31%					
	809	4854 110	Proj - Burial Ground Wall	Community	5622e	Apr-24	£ 16,127		£ 16,127	£ -	£ 15,627			£ 500	3%					
	810	4855 110	Proj - Stocksfield Refurb	Business / Community	5661gii3	Jun-24	£ 2,500		£ 2,500	£ 8,150	£ 9,941			£ 709	28%	£ 8,150	£ 8,150	£ -	£1,650 from TM Charities via Ward Councillors - received £6,500 Hubbub Grant Funding - received	
	811	4856 110	Proj - Café IT Station	Business	5661gii2	Jun-24	£ 2,621		£ 2,621	£ -	£ 2,539		£ 82		£ -	0%				PROJECT CLOSED August 24
	812	4857 110	Proj - Café Dishwasher	Business	5661gii1	Jun-24	£ 4,472		£ 4,472	£ -	£ 4,472				£ -	0%				PROJECT CLOSED July 24
	813	4858 110	Proj - Road Closure Signage	Community	5681gi	Jul-24	£ 1,453		£ 1,453	£ -	£ 1,453				£ -	0%				PROJECT CLOSED October 24
	814	4859 110	Proj - Skate Park Extension	Community	5681gii	Jul-24	£ 9,600		£ 9,600	£ 64,900	£ 14,400			£ 60,100	626%	£ 64,900	£ -	£ 64,900	£38,400 match funding from CBC UKSPF Community Grant £26,500 from CBC S106 Funding	
	815	4860 110	Proj - Rufus Centre CCTV	Business	5696ei	Sep-24	£ 8,521		£ 8,521	£ -	£ 8,521				£ -	0%				PROJECT CLOSED October 24

£ 68,967

£ 1,715 £ 237