



HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire, LU5 5EY

Town Mayor: **Cllr E Cooper**
Town Clerk: **Clare Evans**

Tel: 01582 708540
e-mail: info@houghtonregis-tc.gov.uk

22nd April 2025

To: Members of the Environment & Leisure Committee

Cllrs: **A Slough (Chair)**, P Burgess, Y Farrell, W Henderson, T McMahon, C Rollins, D Taylor

(Copies to other Councillors for information)

Notice of Meeting

You are hereby summoned to a Meeting of the **Environment & Leisure Committee** to be held at the Council Offices, Peel Street on **Monday 28th April 2025** at **7.00 pm**.

Members of the public who wish to attend the meeting may do so in person or remotely through the meeting link below.

To attend remotely through Teams please follow this link: [MEETING LINK](#)

***THIS MEETING MAY
BE RECORDED ****

Clare Evans
Town Clerk

Agenda

- 1. APOLOGIES AND SUBSTITUTIONS**
- 2. QUESTIONS FROM THE PUBLIC**

In accordance with approved Standing Orders 1(e) – 1(l), members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

**This meeting may be filmed by the Council for subsequent broadcast online and can be viewed at <http://www.houghtonregis.org.uk/minutes>*

Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member or a member of the public. The use of images or recordings arising from this is not under the Council's control.

No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session.

The total period of time designated for public participation at a meeting shall not exceed 15 minutes and an individual member of the public shall not speak for more than 3 minutes unless directed by the chairman of the meeting.

3. SPECIFIC DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of any such interest.

Members are invited to submit any requests for Dispensations for consideration.

4. MINUTES

Pages 4 - 7

To approve the Minutes of the meeting held on 13th January 2025.

Recommendation: **To confirm the minutes of the Environment & Leisure Committee meeting held on 13th January 2025, and for these to be signed by the Chairman.**

5. TITHE FARM RECREATION GROUND SPORTS PROJECT UPDATE

A verbal update will be provided to Members on the Tithe Farm Recreation Ground Sports Project.

This report is provided for information purposes only.

6. HOUGHTON HALL PARK

A verbal update will be provided to Members on the day-to-day operations of the management of Houghton Hall Park.

This report is provided for information purposes only.

7. UKSPF UPDATE

A verbal update will be provided to Members on the UKSPF.

This report is provided for information purposes only.

8. CORPORATE PLAN REVIEW & UPDATE

Page 8

To review and update Members on the Corporate Plan Action Plan for the Environment & Leisure Committee.

Recommendation: To provide feedback and review objectives.

9. INCOME AND EXPENDITURE REPORT

Pages 9 - 15

Members will find attached the income and expenditure report, with appropriate commentary, for the Environment & Leisure Services Committee.

This report is provided for information purposes only.

10. EXCLUSION OF PRESS AND PUBLIC

- Houghton Chalk Pit

Recommendation: In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

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HOUGHTON REGIS TOWN COUNCIL
Environment & Leisure Committee
Minutes of the meeting held on
13th January 2025 at 7.00pm

Present: Councillors: A Slough Chairman
J Carroll (Sub)
Y Farrell
W Henderson
T McMahon
C Rollins
D Taylor

Officers: Ian Haynes Head of Environmental &
Amanda Samuels Community Services
Administration Officer

Public: 0

Apologies: Councillors: P Burgess

13081 APOLOGIES

Apologies were received from Cllr Burgess (Cllr Carroll substituted).

13082 QUESTIONS FROM THE PUBLIC

None.

13083 SPECIFIC DECLARATIONS OF INTEREST

None.

13084 MINUTES

To approve the minutes of the meeting held on 30th September 2024.

Resolved: To confirm the minutes of the Environment & Leisure Committee meeting held on 30th September 2024 and for these to be signed by the Chairman.

13085 TITHE FARM RECREATION GROUND SPORTS PROJECT UPDATE

Members were informed that the Section 278 was still outstanding on the Tithe Farm Recreation Ground Sports Project.

The original entrance could be used, although it was in need of improvement, and the site was operational. The 21-year lease for pitch, pavilion and car park had been reviewed by solicitors and would be signed following checks by HRTC and Beds FA. Local teams had been using the facility and feedback had been positive.

There would be an overspend but funds had been included in the emerging budget for 2025/26. There were insufficient funds for the entrance, but it was hoped that funds in the following year's budget would be help cover this.

13086 HOUGHTON HALL PARK

The day-to-day management of Houghton Hall Park had transferred to Houghton Regis Town Council on 23rd December 2024.

HRTC now controlled the website and social media, and a new email address had been created. CBC officer access had ended future updates/posts would be the responsibility of HRTC.

A meeting of the Management Advisory Group was due, followed by a meeting of the Board. The financing for the JVA had been agreed and it was hoped CBC would soon issue a purchase order for 23rd December– 31st March. A breakdown of costings would be presented to the Board.

A number of projects were planned, including updating the website and subtly altering the logo to reflect the Houghton Regis colours.

Of the three members of staff from Houghton Hall Park, two had transferred to HRTC while the third member had not. This vacancy would be advertised. The community gardener was collaborating with the grounds team on works to be done and there was a financial commitment to improving the grounds. The Park Ranger had joined HRTC's grounds team

The running of the building would be overseen by HRTC while the building itself continued to be the responsibility of Central Bedfordshire Council. Members were keen to see an improvement in the upkeep of the house and it was confirmed that there was an earmarked reserve which could be used to this end if necessary.

13087 UKSPF UPDATE

CBC had given approval for landscaping to commence at All Saints View and six raised planters would be situated at the site. The giant precinct planters had been ordered and were ready for installation. Sleeper beds would be created and filled with drought-tolerant planting. Quotes were being gathered following a change in the initial proposal.

Funds had been received for hanging baskets and floral displays around the town centre. It was confirmed that there was potential to extend the floral displays to additional local centres in the future.

13088 TERRA CROFT LEISURE GARDEN UPDATE

- Waiting list up from 223 in September 2024 to 232
- 47 plots rated green
- 1 plot rated red

Original plot holders were reaching the third year which was a point where interest could potentially decline. If plot holders retained their allotment beyond this point, the likelihood was they would become long-term users.

There was no update on the second allotment at Bidwell West, but discussions had been taking place.

In response to questions from Members, the Head of Environmental and Community Services confirmed that:

- A breakdown of user demographics and times of demand could be provided.
- All plot holders were residents of Houghton Regis.
- A quote had been received on the compostable toilets, but comparable quotes were also being sought.
- There had been no complaints from plot holders regarding wind damage at the site.
- A meeting was due regarding the Linmere allotment.

13089 HORTICULTURE OPERATIVE LEVEL 2 APPRENTICESHIP

Due to a recent flexible retirement, an opportunity had opened up for the Town Council to consider introducing a horticultural apprenticeship programme, with low to zero cost to the budget.

The course would allow candidates to choose a pathway that suited their skills and job role, including Horticulture, Parks, Gardens and Green Space, Landscaping, or Sports Turf Groundsman. Students would also have the opportunity to study for additional professional qualifications, such as safe use of pesticides, hedge trimmers, and powered cultivators.

It was highlighted that while in-house provision of an apprenticeship would be more expensive, it would allow greater flexibility and ensure quality.

It was hoped that on completion of the course a position would be available at HRTC for the student. There was also the aspiration that it would be possible to grow the grounds team through the apprenticeship route as opportunities became available.

A fixed-term contract for two years would be offered to the candidate. This would allow sufficient time to explore increasing the staffing budget to retain an exceptional apprentice on completion of study.

Resolved: To delegate authority to the Head of Environmental & Community Services to liaise with suitable providers to create a horticultural operative level 2 apprenticeship scheme.

13090 INCOME AND EXPENDITURE REPORT

Members were provided with the income and expenditure report, with appropriate commentary, for the Environment & Leisure Services Committee.

It was highlighted that income from burial fees had declined; however, three months of the financial year remained.

Electricity at Tithe Farm was still high, but part of the cost could be passed on to Beds FA as part of the running cost.

Money from lettings would go over budget, which would balance finances out. Bidwell had also been budgeted for but there was no expenditure as it had not yet passed to HRTC.

Houghton Hall Park was included because of the staff transfer. The only costs were for one week in December and would not affect the budget.

The Chairman declared the meeting closed at 7.59pm

Dated this 28th day of April 2025

Chairman

Agenda Item 8

	Pillar	Objective	Mechanism/ initiative	Type	Delivery Year	Budget Requirement 2026/27	Budget	Budget Requirement 2027/28		Budget Requir 2028/29		Status: Red Amber Green Completed Review	Committee Workplan	Notes
3	Town and community	Improve integration between existing and new communities.	Strengthen local centres and recreational areas around expansion areas in order to encourage use by new residents and support interaction with existing residents.	Intervention	2024 onwards	0		0		0		Green	Environment & Leisure	Enhancement of Tithe Farm rec. grd. Local centre operational at Bidwell.
	Town and community	Create a stronger, more robust and engaging town centre offer.	Improve signage between key attractions and destinations. For instance, at Houghton Hall Park, The Green/ High Street, the Chiltern Way, Houghton Quarry, the Busway and Sewell/ Maiden Bower.	Intervention	27 / 28	0		10000	291 4059	0		Amber	Environment & Leisure	To be commenced.
20	Town and community	Create a stronger, more robust and engaging town centre offer.	The Café on the Green: Develop the cricket pavilion to provide a café/ snack/ local produce take-away outlet with some outdoor seating – in addition to linking The Green and Houghton Hall Park, this could generate a revenue for HRTC and create employment	Intervention								Review	Environment & Leisure	Suggested to discard this initiative.
21	Town and community	Improve the visual appearance of the town centre - open space and planting.	Develop a town centre planting strategy to ensure a consistent and coordinated approach for the treatment of planters, verges, roundabouts and hard and soft open spaces.	Study	2024 onwards	0		0		0		Green	Environment & Leisure	To be commenced.
25	Town and community	Improve the visual appearance of the town centre - open space and planting.	Houghton Regis in Bloom: determine the requirements of involvement in the competition and if acceptable and of interest, develop a vision and a programme to support a bid.	Event	Ongoing							Completed	Environment & Leisure	Success in 2024. Engagement in 'In Bloom' to continue.
26	Town and community	Improve the visual appearance of the town centre - open space and planting.	Installation of planters (hanging and floor mounted) along the High Street, extended up to the Chequers roundabout and Lake View in a 'Phase 2'.	Intervention	2025 26	10000	291 4039	10000	291 4039	20000	291 4039	Green	Environment & Leisure	Display planned for 2025.
27	Town and community	Improve the visual appearance of the town centre - open space and planting.	Tim trees in front of All Saints Church to maintain views of the 13th Century, Grade I listed, Norman tower.	Intervention	2025 26	5000	291 4040	0		0		Green	Environment & Leisure	To be considered as part of annual tree works programme.
28	Town and community	Improve the visual appearance of the town centre - general.	Identify and strengthen a series of key views through the town, for example, the historic view from The Green to All Saints Church that is mentioned in the Character Area Assessment and a long view from the top of the Chalk Hills to Houghton Hall Park and All Saints (if visible).	Study								Review	Environment & Leisure	Suggested to discard this initiative.
36	Town and community	Protection and promotion of cultural and heritage assets.	Improve signage between key attractions and destinations to encourage access and synergy.	Intervention	Link to 20							Green	Environment & Leisure	To be commenced.
40	Town and community	Protection and promotion of cultural and heritage assets.	Enhance the town's noticeboards, including the possibility of installing digital boards.	Intervention	2024 25							Green	Environment & Leisure	To be installed.
49	Town and community	Strengthen Houghton's landscape character and agricultural heritage.	New planting at gateways and around the town centre/ Houghton Hall Park.	Intervention	2025 26	0		0		0		Green	Environment & Leisure	Display planned for 2025.
53	Town and community	Strengthen Houghton's landscape character and agricultural heritage.	Review the potential for rewilding in some areas, such as at The Green, Houghton Hall Park, the source of the River Lea, along verges, 'closed' sections of the cemetery and in recreation areas.	Intervention	2025 26	0		0		0		Green	Environment & Leisure	To be commenced.
54	Town and community	Strengthen Houghton's landscape character and agricultural heritage.	Review the potential to reintroduce native species at Houghton Hall Park and informal open spaces close to the Chilterns AONB, including new bird, bat and butterfly boxes, hedgehog routes and houses, buga hotel etc.	Intervention	2025 26	500	291 4039	500	291 4039	500	291 4039	Green	Environment & Leisure	To be considered now operational management transferred to HRTC.
55	Town and community	Strengthen Houghton's landscape character and agricultural heritage.	Strengthen the existing market garden at Houghton Hall Park and the space between this, the source of the River Lea and the cricket pavilion.	Intervention	2028 29	0		0		10000		Green	Environment & Leisure	To be considered now operational management transferred to HRTC.
56	Town and community	Strengthen Houghton's landscape character and agricultural heritage.	Create a local area for rewilding and habitats with some accommodation for community involvement and awareness. A section of Houghton Hall Park near to the market garden might be particularly appropriate.	Intervention	Link to 54							Green	Environment & Leisure	To be considered now operational management transferred to HRTC.
57	Town and community	Strengthen Houghton's landscape character and agricultural heritage.	Support local participation in the RHS 'It's Your Neighbourhood' scheme.	Initiative	2025 26	0		0		0		Green	Environment & Leisure	To be commenced.
58	Town and community	Strengthen Houghton's landscape character and agricultural heritage.	Review opportunities for additional Green Flag Awards.	Study	2025 26	0		0		0		Green	Environment & Leisure	To continue.
60	Town and community	Develop an annual programme of community events across the Parish.	Promote a series of community action days (potentially led by rangers), with activities such as planting bulbs, cleaning street signs and furniture, trimming hedges, litter picking/ area blitzes.	Event	2027 28	0		2000	291 4222	2000	291 4222	Green	Environment & Leisure	To be commenced.
62	Local services and facilities	Maximise the value of HRTC assets.	Assemble an itinerary of the type, condition and use of all HRTC assets.	Study								Completed	Environment & Leisure	
76	Local services and facilities	Maximise the value of HRTC assets.	Identification of opportunities to improve the use and efficiency of assets.	Study	2025 26	0		0		0		Green	Environment & Leisure	To be commenced.
77	Local services and facilities	Maintain and enhance sporting provision both at existing and soon-to-be-adopted sites.	Review the use and function of different open spaces and access to these to identify any opportunities for improvement.	Study	2025 26	0		0		0		Green	Environment & Leisure	To be commenced.
79	Local services and facilities	Maintain and enhance sporting provision both at existing and soon-to-be-adopted sites.	Investigate potential provision for other sports and activities, such as tennis, athletics track, outdoor gym, cricket and netball.	Study	2025 26	0		0		0		Green	Environment & Leisure	To be commenced.
80	Local services and facilities	Maintain and enhance sporting provision both at existing and soon-to-be-adopted sites.	Complete the Tithe Farm sports project.	Intervention								Completed	Environment & Leisure	
81	Local services and facilities	Maintain and enhance sporting provision both at existing and soon-to-be-adopted sites.	Work with partners to investigate the need/ feasibility of a second all weather pitch at Bidwell.	Engagement	2025 26	0		0		0		Completed	Environment & Leisure	To be commenced.
82	Local services and facilities	Maintain and enhance sporting provision both at existing and soon-to-be-adopted sites.	Work with existing local clubs to facilitate the self-management of their sporting facilities.	Engagement	2025 26	0		0		0		Green	Environment & Leisure	To be commenced.
83	Local services and facilities	To continue to provide excellent play equipment and expand the range of accessible play equipment available.	Develop a play area replacement programme factoring in a range of accessible equipment.	Study	Ongoing							Green	Environment & Leisure	To be commenced.
84	Local services and facilities	To continue to provide excellent play equipment and expand the range of accessible play equipment available.	Receive and manage new play areas in Bidwell, together with collecting any commuted sums.	Programme	2025 26	0		0		0		Green	Environment & Leisure	At final stages.
85	Local services and facilities	To continue to provide excellent play equipment and expand the range of accessible play equipment available.	Review the potential to diversify play and recreation provision, such as providing a bike pump track, climbing wall and splash park.	Study	2027 28	0		200000	299 4058	0		Green	Environment & Leisure	To be commenced.
86	Local services and facilities	To continue to provide excellent play equipment and expand the range of accessible play equipment available.	Install outdoor gym equipment at one or two sites within existing recreational areas. Potential spaces should be overlooked, accessible and ideally, with an allowance of street lighting.	Intervention								Completed	Environment & Leisure	
87	Quality of Life	Improve environmental quality and sustainability.	Work with partners to strengthen existing cycle routes through the Parish and where possible, develop additional routes.	Engagement	Link to 2							Amber	Environment & Leisure	To be commenced.
101	Quality of Life	Improve environmental quality and sustainability.	Strengthen a primary cycling route across the Parish, connecting to the Town Centre (including the Green and Houghton Hall Park)	Initiative	Link to 2							Review	Environment & Leisure	Suggested to discard this initiative.
102	Quality of Life	Improve environmental quality and sustainability.	Provide new bike stands at key sites – in front of All Saints Church, The Green/ Houghton Hall, the Busway and in recreational areas.	Intervention	Link to 2							Amber	Environment & Leisure	Budget dependent
103	Quality of Life	Improve environmental quality and sustainability.	Promote and encourage cycling with information events related to cycle proficiency, security (locks), safety (helmets, bells, lights, Highway Code) and cycle repair and upkeep.	Programme	Link to 2							Green	Environment & Leisure	Work underway with CBC to facilitate a Dr Bike centre.
104	Quality of Life	Improve environmental quality and sustainability.	Work with CBC and operators to explore opportunities to improve local and regional public transport links.	Engagement								Review	Environment & Leisure	Suggested to discard this initiative.
105	Quality of Life	Encourage a healthier lifestyle through healthier eating, smoking & vaping cessation and improved activity levels.	Organise monthly park runs and walks, starting at The Green and extending into Houghton Hall Park.	Event								Completed	Environment & Leisure	
108	Quality of Life	Encourage a healthier lifestyle through healthier eating, smoking & vaping cessation and improved activity levels.	Work with partners to deliver a second allotment site.	Engagement	2026 27	0		0		0		Green	Environment & Leisure	Developer dependent.
109	Quality of Life	Encourage a healthier lifestyle through healthier eating, smoking & vaping cessation and improved activity levels.	Develop the kitchen garden at Houghton Hall Park.	Intervention	Ongoing							Green	Environment & Leisure	To be considered now operational management transferred to HRTC.
110	Quality of Life	Encourage a healthier lifestyle through healthier eating, smoking & vaping cessation and improved activity levels.	Work with partners to provide support for school meals/ breakfast clubs, including identifying potential funding schemes and initiatives.	Engagement	2025 26	6000	305 4235	6000	305 4235	6000	305 4235	Amber	Environment & Leisure	Budget dependent
112	Quality of Life	Continue to explore options for a new cemetery.	Complete Grendall Lane investigations and determine the 'next steps'.	Study								Completed	Environment & Leisure	
123	Quality of Life	Continue to explore options for a new cemetery.	Explore further options for sites and initiate discussions with CBC and other stakeholders.	Study	Ongoing							Completed	Environment & Leisure	In progress
124	Management and operations	Work with CBC and other stakeholders to explore opportunities for the transfer of community assets.	Explore the cost/ benefits/ opportunities for a freehold depot.	Study								Completed	Environment & Leisure	Suggested to discard this initiative as cost prohibitive to source land and develop.
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22/04/2025

Houghton Regis Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

9. Income and Expenditure Report

Environment and Leisure201 Village Green Rec Gd

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1082 INC-LETTINGS	0	2,797	2,869	72			97.5%	
Village Green Rec Gd :- Income	0	2,797	2,869	72			97.5%	0
4037 GROUNDS MAINTENANCE	0	375	7,000	6,625	6,625	0	100.0%	
Village Green Rec Gd :- Indirect Expenditure	0	375	7,000	6,625	6,625	0	100.0%	0
Net Income over Expenditure	0	2,422	(4,131)	(6,553)				

202 Village Green Pavilion

1082 INC-LETTINGS	24	83	150	67			55.3%	
Village Green Pavilion :- Income	24	83	150	67			55.3%	0
4011 RATES	0	2,545	2,800	255		255	90.9%	
4012 WATER RATES	846	4,310	1,500	(2,810)		(2,810)	287.3%	
4014 ELECTRICITY	488	1,828	1,500	(328)		(328)	121.9%	
4036 PROPERTY MAINTENANCE	0	100	1,000	900	900	0	100.0%	
4038 MAINTENANCE CONTRACTS	0	943	250	(693)		(693)	377.0%	
Village Green Pavilion :- Indirect Expenditure	1,333	9,726	7,050	(2,676)	900	(3,576)	150.7%	0
Net Income over Expenditure	(1,309)	(9,643)	(6,900)	2,743				

211 Parkside Rec Gd

1082 INC-LETTINGS	2,772	5,974	3,000	(2,974)			199.1%	
Parkside Rec Gd :- Income	2,772	5,974	3,000	(2,974)			199.1%	0
4013 RENT	0	50	50	0		0	100.0%	
4037 GROUNDS MAINTENANCE	0	1,098	1,500	402	402	0	100.0%	
Parkside Rec Gd :- Indirect Expenditure	0	1,148	1,550	402	402	0	100.0%	0
Net Income over Expenditure	2,772	4,827	1,450	(3,377)				

212 Parkside Pavilion

4012 WATER RATES	21	235	300	65		65	78.2%	
4014 ELECTRICITY	75	586	600	14		14	97.6%	
4015 GAS	31	260	150	(110)		(110)	173.1%	
4036 PROPERTY MAINTENANCE	0	275	1,000	725	725	0	100.0%	
Parkside Pavilion :- Indirect Expenditure	126	1,355	2,050	695	725	(30)	101.5%	0
Net Expenditure	(126)	(1,355)	(2,050)	(695)				

Continued over page

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

9. Income and Expenditure Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>221 Tithe Farm Rec Grd</u>								
1082 INC-LETTINGS	0	0	1,400	1,400			0.0%	
Tithe Farm Rec Grd :- Income	<u>0</u>	<u>0</u>	<u>1,400</u>	<u>1,400</u>			<u>0.0%</u>	<u>0</u>
4013 RENT	0	5	5	0		0	100.0%	
4037 GROUNDS MAINTENANCE	278	340	1,000	660	36	624	37.6%	
Tithe Farm Rec Grd :- Indirect Expenditure	<u>278</u>	<u>345</u>	<u>1,005</u>	<u>660</u>	<u>36</u>	<u>624</u>	<u>38.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(278)</u>	<u>(345)</u>	<u>395</u>	<u>740</u>				
<u>222 Tithe Farm Store</u>								
4012 WATER RATES	16	100	200	100		100	50.2%	
4014 ELECTRICITY	(3,969)	12,166	600	(11,566)		(11,566)	2027.7%	
4015 GAS	0	393	0	(393)		(393)	0.0%	
4036 PROPERTY MAINTENANCE	0	469	500	31	14	17	96.5%	
Tithe Farm Store :- Indirect Expenditure	<u>(3,953)</u>	<u>13,128</u>	<u>1,300</u>	<u>(11,828)</u>	<u>14</u>	<u>(11,842)</u>	<u>1010.9%</u>	<u>0</u>
Net Expenditure	<u>3,953</u>	<u>(13,128)</u>	<u>(1,300)</u>	<u>11,828</u>				
<u>231 Orchard Close Rec Grd</u>								
1082 INC-LETTINGS	1,358	4,158	1,800	(2,358)			231.0%	
Orchard Close Rec Grd :- Income	<u>1,358</u>	<u>4,158</u>	<u>1,800</u>	<u>(2,358)</u>			<u>231.0%</u>	<u>0</u>
4037 GROUNDS MAINTENANCE	0	1,000	1,000	0		0	100.0%	
Orchard Close Rec Grd :- Indirect Expenditure	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100.0%</u>	<u>0</u>
Net Income over Expenditure	<u>1,358</u>	<u>3,158</u>	<u>800</u>	<u>(2,358)</u>				
<u>232 Orchard Close Pavilion</u>								
4012 WATER RATES	52	535	400	(135)		(135)	133.9%	
4014 ELECTRICITY	35	879	450	(429)		(429)	195.3%	
4036 PROPERTY MAINTENANCE	0	283	1,000	718	718	(1)	100.0%	
Orchard Close Pavilion :- Indirect Expenditure	<u>87</u>	<u>1,697</u>	<u>1,850</u>	<u>153</u>	<u>718</u>	<u>(565)</u>	<u>130.5%</u>	<u>0</u>
Net Expenditure	<u>(87)</u>	<u>(1,697)</u>	<u>(1,850)</u>	<u>(153)</u>				
<u>241 Moore Crescent Rec Grd</u>								
1082 INC-LETTINGS	1,038	3,153	2,600	(553)			121.3%	
Moore Crescent Rec Grd :- Income	<u>1,038</u>	<u>3,153</u>	<u>2,600</u>	<u>(553)</u>			<u>121.3%</u>	<u>0</u>
4037 GROUNDS MAINTENANCE	0	738	1,100	362	914	(552)	150.2%	
Moore Crescent Rec Grd :- Indirect Expenditure	<u>0</u>	<u>738</u>	<u>1,100</u>	<u>362</u>	<u>914</u>	<u>(552)</u>	<u>150.2%</u>	<u>0</u>
Net Income over Expenditure	<u>1,038</u>	<u>2,415</u>	<u>1,500</u>	<u>(915)</u>				

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

9. Income and Expenditure Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>242 Moore Crescent Pavilion</u>								
1082 INC-LETTINGS	35	478	200	(278)			238.8%	
Moore Crescent Pavilion :- Income	35	478	200	(278)			238.8%	0
4011 RATES	0	4,192	4,700	508		508	89.2%	
4012 WATER RATES	92	879	2,700	1,821		1,821	32.6%	
4014 ELECTRICITY	0	1,479	2,200	721		721	67.2%	
4015 GAS	418	2,498	1,400	(1,098)		(1,098)	178.4%	
4036 PROPERTY MAINTENANCE	0	5,423	1,500	(3,923)		(3,923)	361.5%	
4038 MAINTENANCE CONTRACTS	0	638	650	12	12	0	100.0%	
Moore Crescent Pavilion :- Indirect Expenditure	509	15,108	13,150	(1,958)	12	(1,970)	115.0%	0
Net Income over Expenditure	(474)	(14,630)	(12,950)	1,680				
<u>243 Moore Crescent Bowling Gn</u>								
1082 INC-LETTINGS	0	6,300	6,300	0			100.0%	
Moore Crescent Bowling Gn :- Income	0	6,300	6,300	0			100.0%	0
4037 GROUNDS MAINTENANCE	0	5,990	6,300	310	310	0	100.0%	
Moore Crescent Bowling Gn :- Indirect Expenditure	0	5,990	6,300	310	310	0	100.0%	0
Net Income over Expenditure	0	310	0	(310)				
<u>261 Bidwell Rec Grd & Countryside</u>								
1082 INC-LETTINGS	0	0	3,000	3,000			0.0%	
Bidwell Rec Grd & Countryside :- Income	0	0	3,000	3,000			0.0%	0
4037 GROUNDS MAINTENANCE	0	0	2,000	2,000		2,000	0.0%	
Bidwell Rec Grd & Countryside :- Indirect Expenditure	0	0	2,000	2,000	0	2,000	0.0%	0
Net Income over Expenditure	0	0	1,000	1,000				
<u>262 Bidwell Pavilion</u>								
4012 WATER RATES	0	0	400	400		400	0.0%	
4014 ELECTRICITY	0	0	400	400		400	0.0%	
4015 GAS	0	0	1,000	1,000		1,000	0.0%	
4036 PROPERTY MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4038 MAINTENANCE CONTRACTS	0	0	500	500		500	0.0%	
Bidwell Pavilion :- Indirect Expenditure	0	0	3,300	3,300	0	3,300	0.0%	0
Net Expenditure	0	0	(3,300)	(3,300)				

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

9. Income and Expenditure Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>263 Houghton Hall Park</u>								
1091 Income Miscellaneous	1,667	47,787	0	(47,787)			0.0%	
Houghton Hall Park :- Income	1,667	47,787	0	(47,787)				0
4001 STAFF SALARIES	2,546	8,459	10,000	1,541		1,541	84.6%	
4002 EMPLOYERS N.I	247	749	1,500	751		751	49.9%	
4003 EMPLOYERS SUPERANN.	682	2,047	2,680	633		633	76.4%	
4020 MISC. ESTABLISH.COST	403	453	2,107	1,654		1,654	21.5%	
4029 Promotional Material	0	450	5,000	4,550		4,550	9.0%	
4034 WEBSITE COSTS	3,000	3,000	3,000	0		0	100.0%	
4037 GROUNDS MAINTENANCE	715	715	7,000	6,285	5,439	846	87.9%	
4039 HORTICULTURAL SUPPLIES	312	1,535	5,000	3,465	3,777	(312)	106.2%	
4217 HHP Project Contribution	4,793	22,804	29,000	6,196	5,211	985	96.6%	
4222 COMMUNITY EVENTS	3,835	6,682	6,500	(182)	4,123	(4,305)	166.2%	
Houghton Hall Park :- Indirect Expenditure	16,532	46,894	71,787	24,893	18,550	6,343	91.2%	0
Net Income over Expenditure	(14,865)	893	(71,787)	(72,680)				
<u>271 Houghton Regis Cemetery</u>								
1084 Income Burial Fees	2,121	15,104	20,000	4,896			75.5%	
Houghton Regis Cemetery :- Income	2,121	15,104	20,000	4,896			75.5%	0
4011 RATES	0	1,167	1,200	33		33	97.3%	
4012 WATER RATES	(5)	196	200	4		4	97.9%	
4020 MISC. ESTABLISH.COST	0	1,942	0	(1,942)		(1,942)	0.0%	
4037 GROUNDS MAINTENANCE	0	392	0	(392)		(392)	0.0%	
Houghton Regis Cemetery :- Indirect Expenditure	(5)	3,697	1,400	(2,297)	0	(2,297)	264.0%	0
Net Income over Expenditure	2,125	11,407	18,600	7,193				
<u>273 Allotments</u>								
1082 INC-LETTINGS	6	3,640	3,700	60			98.4%	
Allotments :- Income	6	3,640	3,700	60			98.4%	0
4012 WATER RATES	0	0	700	700		700	0.0%	
4037 GROUNDS MAINTENANCE	0	532	1,000	468		468	53.2%	
Allotments :- Indirect Expenditure	0	532	1,700	1,168	0	1,168	31.3%	0
Net Income over Expenditure	6	3,108	2,000	(1,108)				
<u>281 Public Open Spaces</u>								
4037 GROUNDS MAINTENANCE	0	500	500	0		0	100.0%	

Detailed Income & Expenditure by Budget Heading 31/03/2025

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9. Income and Expenditure Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4992 Trs from Earmarked Reserve	0	0	(3,000)	(3,000)		(3,000)	0.0%	
Public Open Spaces :- Indirect Expenditure	0	500	(2,500)	(3,000)	0	(3,000)	(20.0%)	0
Net Expenditure	0	(500)	2,500	3,000				
<u>282 Play Areas (all)</u>								
4037 GROUNDS MAINTENANCE	0	0	1,900	1,900	655	1,245	34.5%	
4042 Equipment Repairs & Maintenance	80	7,584	12,000	4,416	2,297	2,120	82.3%	
Play Areas (all) :- Indirect Expenditure	80	7,584	13,900	6,316	2,952	3,365	75.8%	0
Net Expenditure	(80)	(7,584)	(13,900)	(6,316)				
<u>283 Street Furniture</u>								
1091 Income Miscellaneous	0	240	0	(240)			0.0%	
Street Furniture :- Income	0	240	0	(240)				0
4036 PROPERTY MAINTENANCE	0	1,880	1,000	(880)		(880)	188.0%	
Street Furniture :- Indirect Expenditure	0	1,880	1,000	(880)	0	(880)	188.0%	0
Net Income over Expenditure	0	(1,640)	(1,000)	640				
<u>291 Outside Services</u>								
1091 Income Miscellaneous	4,056	16,330	3,800	(12,530)			429.7%	
Outside Services :- Income	4,056	16,330	3,800	(12,530)			429.7%	0
4006 PROTECTIVE CLOTHING	0	1,401	1,500	99	217	(118)	107.9%	
4008 TRAINING/COURSES	0	2,065	3,000	935		935	68.8%	
4011 RATES	0	12,553	11,000	(1,553)		(1,553)	114.1%	
4012 WATER RATES	1,314	1,575	800	(775)		(775)	196.9%	
4013 RENT	0	15,500	15,500	0		0	100.0%	
4014 ELECTRICITY	489	3,638	2,200	(1,438)		(1,438)	165.4%	
4015 GAS	16	450	200	(250)		(250)	225.2%	
4017 HEALTH & SAFETY	0	340	1,000	660		660	34.0%	
4018 REFUSE DISPOSAL	2,710	26,368	24,000	(2,368)	450	(2,818)	111.7%	
4020 MISC. ESTABLISH.COST	0	58	600	542	542	0	99.9%	
4036 PROPERTY MAINTENANCE	0	1,134	1,000	(134)		(134)	113.4%	
4038 MAINTENANCE CONTRACTS	0	346	850	504	189	315	63.0%	
4039 HORTICULTURAL SUPPLIES	0	3,924	5,000	1,076	1,076	0	100.0%	
4040 Tree maintenance	3,378	4,028	6,000	1,972	1,973	(0)	100.0%	
4042 Equipment Repairs & Maintenance	103	9,551	9,000	(551)	200	(751)	108.3%	
4044 VEHICLE FUEL	129	8,518	12,000	3,482	2,443	1,039	91.3%	
4045 VEHICLE TAX & INSURANCE	0	1,340	1,200	(140)		(140)	111.7%	

Detailed Income & Expenditure by Budget Heading 31/03/2025

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9. Income and Expenditure Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4059 OTHER PROFESSIONAL FEES	1,375	1,523	2,200	677		677	69.2%	
Outside Services :- Indirect Expenditure	9,513	94,311	97,050	2,739	7,090	(4,351)	104.5%	0
Net Income over Expenditure	(5,457)	(77,981)	(93,250)	(15,269)				
<u>292 E&L Staff Costs</u>								
4001 STAFF SALARIES	24,090	265,535	275,594	10,059		10,059	96.4%	
4002 EMPLOYERS N.I	1,993	24,700	39,220	14,520		14,520	63.0%	
4003 EMPLOYERS SUPERANN.	5,995	72,238	76,167	3,929		3,929	94.8%	
4005 STAFF OVERTIME	252	1,848	2,000	152		152	92.4%	
E&L Staff Costs :- Indirect Expenditure	32,330	364,321	392,981	28,660	0	28,660	92.7%	0
Net Expenditure	(32,330)	(364,321)	(392,981)	(28,660)				
<u>293 UKSPF</u>								
1074 External Grant	61,017	121,235	0	(121,235)			0.0%	
UKSPF :- Income	61,017	121,235	0	(121,235)				0
4029 Promotional Material	0	20,000	0	(20,000)		(20,000)	0.0%	
4039 HORTICULTURAL SUPPLIES	16,640	49,780	0	(49,780)	41,886	(91,667)	0.0%	
4222 COMMUNITY EVENTS	0	9,519	0	(9,519)	223	(9,742)	0.0%	
UKSPF :- Indirect Expenditure	16,640	79,299	0	(79,299)	42,109	(121,409)		0
Net Income over Expenditure	44,377	41,935	0	(41,935)				
<u>299 E&L Capital & Projects</u>								
1074 External Grant	75,000	163,790	0	(163,790)			0.0%	
E&L Capital & Projects :- Income	75,000	163,790	0	(163,790)				0
4053 Loan payments- Moore Cres. Pav	12,034	36,103	24,069	(12,034)		(12,034)	150.0%	
4066 Loan payments - Tithe Farm Pav	0	32,792	32,791	(1)		(1)	100.0%	
4851 CAP-Machinery Renewals	1,326	10,718	20,000	9,282	15,912	(6,630)	133.2%	
4856 CAP - Street Furniture	0	0	9,749	9,749		9,749	0.0%	
4858 CAP - PLAY AREAS & EQPT	75,000	82,200	15,000	(67,200)	97,000	(164,200)	1194.7%	
4862 CAP - Cemetery Provision	0	4,320	0	(4,320)		(4,320)	0.0%	
4871 CAP - Pavilion Renovations	37,050	494,833	0	(494,833)		(494,833)	0.0%	
4891 YIF Project	4,117	25,794	0	(25,794)	2,500	(28,294)	0.0%	
4979 Tfr from Play Areas Reserve	0	(6,395)	0	6,395		6,395	0.0%	
E&L Capital & Projects :- Indirect Expenditure	129,527	680,365	101,609	(578,756)	115,412	(694,168)	783.2%	0
Net Income over Expenditure	(54,527)	(516,574)	(101,609)	414,965				
Environment and Leisure :- Income	149,093	391,070	48,819	(342,251)			801.1%	
Expenditure	202,999	1,329,992	727,582	(602,410)	196,769	(799,179)	209.8%	
Movement to/(from) Gen Reserve	(53,906)	(938,923)	(678,763)	260,160				

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9. Income and Expenditure Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	149,093	391,070	48,819	(342,251)			801.1%	
Expenditure	202,999	1,329,992	727,582	(602,410)	196,769	(799,179)	209.8%	
Net Income over Expenditure	<u>(53,906)</u>	<u>(938,923)</u>	<u>(678,763)</u>	<u>260,160</u>				
Movement to/(from) Gen Reserve	<u>(53,906)</u>	<u>(938,923)</u>	<u>(678,763)</u>	<u>260,160</u>				