



HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire, LU5 5EY

Town Mayor: **Cllr D Jones**
Town Clerk: **Clare Evans**

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

13th October 2026

To: Members of the Environment & Leisure Committee

Cllrs: **A Slough (Chair)**, E Cooper, E Costello, Y Farrell, W Henderson, T McMahon, C Rollins

(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 19th October 2026 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](#)

All attendees are reminded that this meeting must be conducted in a respectful and considerate manner. Comments should remain appropriate and non-defamatory, as behaviour that undermines dignity, respect, or integrity will not be permitted.

**THIS MEETING MAY
BE RECORDED ***

Clare Evans
Town Clerk

Agenda

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

**This meeting may be filmed by the Council for subsequent broadcast online and can be viewed at <https://houghtonregis-tc.gov.uk/council/committees>*

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.

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.

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 6 - 9

To approve the Minutes of the meeting held on 6th July 2026.

Recommendation: To confirm the minutes of the Environment & Leisure Committee meeting held on 6th July 2026 and for these to be signed by the Chairman.

5. LAKE VIEW PLAY AREA

Pages 10 - 14

To consider a proposal from Central Bedfordshire Council (CBC) to transfer freehold ownership of Lake View Play Area to Houghton Regis Town Council, and to seek Committee endorsement to progress discussions and due diligence.

Recommendation: 1 - Confirm the Council's in-principle support for the proposed transfer, subject to satisfactory legal, financial and technical due diligence.

2 - Note that a commuted maintenance sum of £115,183.85 is expected to transfer with the asset, subject to any expenditure incurred prior to completion.

3 - Authorise officers to enter into discussions with Central Bedfordshire Council regarding the detailed terms of transfer, including confirmation that each authority will meet its own legal costs.

4 - Recommend to Council that it approves the principle of accepting the freehold transfer of Lake View Play Area, subject to the satisfactory completion of all necessary due

diligence subject to compliance with Standing Order 20 (Execution and Sealing of Legal Deeds), completion of the necessary legal conveyancing process, and formal approval by Council prior to execution of the transfer documentation.

6. COMMITTEE WORKPLAN

Page 15

Members will find attached a workplan for the municipal year 2026/27.

The attached workplan provides a structured approach to the committee's business throughout 2026/27, ensuring all statutory requirements and governance obligations are met in a timely manner.

This report is provided for information purposes only.

7. HOUGHTON HALL PARK

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

This report is provided for information purposes only.

8. INCOME AND EXPENDITURE REPORT

Pages 16 - 23

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.

9. ANNUAL PLAY AREA INSPECTIONS

Pages 24 - 26

To provide members with the outcomes of the annual play area inspection.

This report is provided for information purposes only.

10. ENVIRONMENT & LEISURE FEES 2027/28

Pages 27 - 28

Members are advised to exercise prudence in helping to set the budget for 2027/28. Although there is no budget pressure to increase fees, members know the annual budget-setting process is always difficult. A zero increase is suggested to support local clubs while considering the economic pressures facing the council.

The schedule of fees for 2027/28 is attached for reference, annotated to show the suggested 0% increase.

Members are requested to consider the current year's fee structure and determine a suitable one for 2027/28.

Recommendation: To set fees under the control of the Environment & Leisure Committee for 2027/2028 at a zero increase on 2026/27 fees.

11. 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.

12. HOUGHTON REGIS IN BLOOM

The Houghton Regis in Bloom team is thrilled to announce that we have had a brilliantly blooming time at the Anglia in Bloom Awards.

Large Town – Houghton Regis → Gold & County Winner
Historic Parks & Gardens – Houghton Hall Park → Gold & Category Winner
Cemeteries – Houghton Regis Cemetery → Gold and Category Winner
Public Park – Thorn Park → Gold

Special Award Nominations & Wins

This year, Houghton Regis also celebrated eight Special Award nominations – a huge honour, as these highlight only the very best projects in the entire Anglia region.

Nominations:

Best Community Project – Houghton Regis Art Town
Best gardening for wildlife and biodiversity – The Never-Ending Dead Hedge
Best grow your own project – The Kitchen Garden
Best industrial/commercial area – Bedford Square Shopping Centre
Best Sheltered Housing/Care Home/Inclusive Garden – All Saints View Independent Living Scheme
Best Special Feature 100 years of Winnie the Pooh Books – A Blooming Tribute to Winnie-The-Pooh
Best sustainable Garden – The Tiny Forest
Best young people's project – The Chiltern School

Winners:

A Blooming Tribute to Winnie-The-Pooh
The Tiny Forest
The Kitchen Garden

We also received our RHS It's Your Neighbourhood certificates for:

Woodside Link Road Community Orchard – Level 2 Improving

Friends of Windsor Community Open Space – Level 4 Thriving
All Saints View Independent Living Scheme Gardening Club – Level 5 Outstanding
Houghton Regis Memorial Hall – Level 4 Thriving
Houghton Regis Bowls Club – Level 3 Developing
Elm Park Close – Level 1 Establishing
All Saints' Parish Church, Houghton Regis – Level 3 Developing
Houghton Hall Park Kitchen Garden – Level 5 Outstanding

Recommendation: To formally thank everyone involved in making the Houghton Regis in Bloom initiative a blooming success.

13. BUDGET REQUESTS 2027/28

Pages 29 - 35

Members will find attached the officer draft budget for 2027/28 along with budget forecast figures for financial years 2028 to 2030.

The draft budget reflects ongoing budgetary commitments, along with anticipated increases in budgetary commitments arising from increased staff resources. The draft budgetary forecast figures have been prepared to support the objectives of the Town Council's Corporate Plan and to meet the requirements of the Corporate Governance and Accountability Practitioners Guide.

This information is provided for initial consideration and comment.

Recommendation:

- 1. To consider and comment on the draft budget for financial year 2027-2028 for Environment & Leisure Committee budget responsibilities.**
- 2. To note the budget forecast figures for financial years 2028 to 2030.**

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HOUGHTON REGIS TOWN COUNCIL

Environment & Leisure Committee

Minutes of the meeting held on

6th July 2026 at 7.00 pm

Present:	Councillors:	A Slough	Chair
		E Billington	
		E Cooper	
		E Costello	
		Y Farrell	
		T McMahon	

Officers: Ian Haynes Head of Environmental & Community Services

Public: 0

Apologies: Councillors: W Henderson

Absent: C Rollins

13608 APOLOGIES

Apologies were received from Councillor Henderson (Cllr Billington Substituted).

13609 QUESTIONS FROM THE PUBLIC

None.

13610 SPECIFIC DECLARATIONS OF INTEREST

None.

13611 ELECTION OF VICE-CHAIR

Nominee: Cllr Y Farrell Proposed by: Cllr E Billington
Seconded by: Cllr E Costello

There were no other nominations.

On being put to the vote, Cllr Farrell became the Vice-Chair of Environment and Leisure for the municipal year of 2026/2027.

13612 MINUTES

To approve the minutes of the meeting held on 21st April 2026.

Resolved: To confirm the minutes of the Environment & Leisure Committee meeting held on 21st April 2026, and for these to be signed by the Chairman.

13613 TO RECEIVE THE MINUTES OF THE FOLLOWING MEETINGS AND CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN

Houghton Hall Park Board 22nd January 2026

Resolved: To receive the Minutes detailed above and to approve the recommendations contained therein

13614 COMMITTEE FUNCTIONS & TERMS OF REFERENCE

In accordance with Standing Order 4.j.iv. Council was required to review its delegation arrangements to committees and sub-committees.

These arrangements were set out in the Committee Functions & Terms of Reference. This document set out the system of delegation to the Committees, Sub-Committees and Working Groups of the Council.

Members were provided with the extract from the approved Committee Functions & Terms of Reference which related to this committee.

13615 COMMITTEE WORK PLAN

Members were provided with a workplan for the municipal year 2026/27.

The workplan provided a structured approach to the committee's business throughout 2026/27, ensuring all statutory requirements and governance obligations were met in a timely manner.

Members questioned when an update would be provided on the asset transfers relating to Tithe Farm and Parkside. The Head of Environmental and Community Services confirmed this would be discussed with the Town Clerk and an update would be provided at the next suitable meeting.

Resolved: To review and approve the Environment and Leisure Services Committee Workplan for 2025/26, which outlines anticipated specific reports for the municipal year.

13616 STAFFING FORECAST 2027-2028

Members were provided with the staffing forecast for 2027-2028.

Members were informed that there were plans to improve the Grounds Team structure by establishing supervisory roles.

Members highlighted the good work done by the grounds team and the Head of Environmental and Community Services confirmed they would pass on the commendation.

Resolved: 1 - To support the projected staff changes within the Environment and Leisure Services team for the years 2027-2028, and to recommend to the Staffing Committee that these changes be included as part of the 2027-2028 budget setting process.

2 - To receive the staffing forecast for 2028-2032.

13617 HOUGHTON HALL PARK

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

Houghton Hall continued to progress and events held in the park had been well received. The gardens had been entered into Anglia in Bloom.

There were two main projects: removal of the box hedge; and replacement of the bed edging

13618 INCOME AND EXPENDITURE REPORT

Members were provided with the income and expenditure report for the Environment & Leisure Services Committee, up to the end of the 2025/2026 financial year.

For information, Members were also provided with the income and expenditure report for the Environment & Leisure Services Committee to 26th June 2026.

The Head of Environmental and Community Services provided Members with additional detail on the larger expenses, and amounts carried forward. Figures were as expected.

Members were keen to explore potential measures in response to rising costs, especially in regard to utilities. The Head of Environmental and Community Services responded that there was a need to future-proof infrastructure and that it would be most beneficial to invest in sites where HRTC owned the freehold.

13619 TITHE FARM RECREATION GROUND SPORTS PROJECT UPDATE

Members were provided with a verbal update on the Tithe Farm Recreation Ground Sports Project.

The S278 had been completed, and the requirements now formed part of a legal document with Central Bedfordshire Council for final sign-off.

The bond had been secured to protect the road network. HRTC were still waiting for the scheduling team to provide a space within the network. Three months' notice was required for this; therefore, completion would not be completed during the summer break.

13620 ASSET TRANSFERS IN THORN/BIDWELL UPDATE

A verbal update was provided to Members on the latest position on assets due to be transferred to the town council.

Progress was being made on the transfers of the play areas that were additional to the three that came with Thorn Park. HRTC solicitors had been advised to act on the transfers. In line with the S106 agreement, the play areas would be transferred first to CBC and then to the town council. It was hoped that three would have been transferred by the end of the municipal year.

The allotment site was currently in use as a temporary store area. Members would be advised when this was no longer the case.

13621 LINMERE ALLOTMENTS

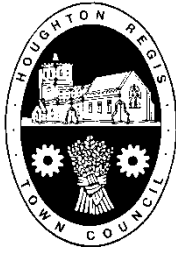
A verbal update was provided to Members on the Tithe Farm Recreation Ground Sports Project.

HRTC and the Houghton Regis Management Company had signed an interim allotment management agreement. HRTC would run the allotments for the management company for twelve months. After this period, it was hoped this would become a freehold transfer.

The Chairman declared the meeting closed at 7.45 pm

Dated this 19th day of October 2026

Chairman



ENVIRONMENT AND LEISURE COMMITTEE

Agenda Item 5.

Date: 18th October 2026

Title: Lake View Play Area - Proposed Freehold Transfer from Central Bedfordshire Council

Purpose of the Report: To consider a proposal from Central Bedfordshire Council (CBC) to transfer freehold ownership of Lake View Play Area to Houghton Regis Town Council and seek Members' endorsement to progress the acquisition, subject to satisfactory legal, financial, and technical due diligence.

Contact Officer: Ian Haynes

1. RECOMMENDATION

It is recommended that Members:

- 1) Confirm the Council's in-principle support for the proposed transfer, subject to satisfactory legal, financial and technical due diligence.**
- 2) Note that a commuted maintenance sum of £115,183.85 is expected to transfer with the asset, subject to any expenditure incurred before completion.**
- 3) Authorise officers to enter into discussions with Central Bedfordshire Council regarding the detailed terms of transfer, including confirmation that each authority will meet its own legal costs.**
- 4) Recommend to Council that it approves the principle of accepting the freehold transfer of Lake View Play Area, subject to the satisfactory completion of all necessary due diligence, compliance with Standing Order 20 (Execution and Sealing of Legal Deeds), completion of the necessary legal conveyancing process, and formal approval by Council before execution of the transfer documentation.**

2. BACKGROUND

Lake View Play Area is currently owned and maintained by Central Bedfordshire Council (CBC), having originally been transferred to the authority by the housing developer as part of the development process.

CBC is currently reviewing several assets within its ownership and has approached Town and Parish Councils to determine whether there is an appetite for local ownership and management of such facilities. At this stage, a positive response would not constitute a binding commitment but would indicate the Council's willingness to explore the opportunity further.

The play area is a valued community asset that serves residents and contributes positively to health, wellbeing, recreation, and community cohesion. Local ownership would enable the Town Council to directly influence the facility's future maintenance, enhancement, and long-term stewardship.

3. ISSUES FOR CONSIDERATION

3.1 Financial Implications

CBC has advised that it holds a remaining balance of £115,183.85 from a developer contribution specifically intended for the future maintenance and repair of the play area.

Subject to completion of the transfer, this balance would be transferred to Houghton Regis Town Council. Members should note that the final sum transferred may be reduced if maintenance or repair works are undertaken by CBC before completion of the transfer.

This commuted sum represents a significant financial benefit. It would provide the Council with a dedicated fund to support future maintenance, repairs, inspections and the eventual replacement of play equipment as required.

While the Council would assume long-term responsibility for maintenance, officers consider that transferring the commuted maintenance fund substantially mitigates the financial risks associated with ownership.

3.2 Legal Considerations

The proposal involves transferring freehold ownership of Lake View Play Area from Central Bedfordshire Council to Houghton Regis Town Council.

Each authority is expected to cover its own legal and professional costs associated with the transfer. Officers will seek confirmation of this arrangement during discussions with CBC.

As the proposal involves acquiring a freehold interest in land, the transfer will require the execution of a legal deed. Under Standing Order 20(a) - Execution and Sealing of Legal Deeds, a legal deed shall not be executed on behalf of the Council unless authorised by a resolution of the Council. Members are therefore being asked to support the principle of the transfer at this stage, with any final legal documentation and completion subject to formal Council approval.

Before any final transfer, officers will undertake appropriate due diligence, including consideration of:

- Land ownership and title documentation;
- Site boundaries and extent of the transfer;
- Existing covenants, easements or restrictions;
- Condition of the play equipment and associated infrastructure;
- Maintenance liabilities and inspection records;
- Health and safety obligations;
- Insurance requirements;
- Any future obligations attached to the site.

A further report will be presented to Members should any material issues arise through the due diligence process.

3.3 Benefits of Transfer

The proposed transfer offers several benefits to the Town Council and local community, including:

- Greater local control over an important community asset;
- The ability to align maintenance standards with other Town Council-managed play areas;
- Flexibility to programme future improvements based on local needs and priorities;
- Transfer of a substantial commuted maintenance fund;
- Protection of the facility as a community recreational asset;
- Enhancement of local service delivery and community wellbeing;
- Support for the Council's strategic objectives relating to open spaces, recreation and community engagement.

3.4 Risks

Should the transfer proceed, the Council would assume responsibility for:

- Routine inspections and maintenance;
- Repairs and replacement of equipment;
- Compliance with health and safety legislation;
- Asset management responsibilities;
- Insurance and associated liabilities.

Officers consider these risks manageable and proportionate, given the Council's existing experience in managing public open spaces and play facilities, together with the associated maintenance contribution being transferred.

4. HRTC CORPORATE PLAN

- 1 Town and Community: To unify all areas of the parish as one community and foster civic pride in our town**

1.1 Improve integration between existing and new communities.

2 Local Services and Facilities: To provide a broad range of high-quality services and facilities for our residents, visitors and businesses

2.5 Maintain and enhance sporting provision both at existing and soon-to-be-adopted sites.

3 Quality of Life: To enhance the quality of life of our residents

3.1 Improve environmental quality and sustainability.

3.2 Encourage a healthier lifestyle through healthy eating, smoking & vaping cessation and improved activity levels.

4 Management and Operations: To improve the efficiency and effectiveness of the Town Council as the key local service provider

4.2 Identify external/ partnership funding sources for council projects.

4.6 To actively consider and weight the impact of new and existing initiatives and services.

5. IMPLICATIONS

Corporate Implications

- The proposals align with the Council's strategic objectives and may require involvement of other committees and partner organisations.

Crime and Disorder Implications

- Well-designed, active open spaces can contribute positively to community safety and support Corporate Plan priority 2.2.

Equalities Implications

- Houghton Regis Town Council has a duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- The potential projects outlined in this report will not discriminate.

Climate Change Implications

- Enhancing local open spaces supports sustainable lifestyles. Opportunities will be taken to use durable materials, improve drainage and integrate biodiversity enhancements.

Press Contact

- Positive improvements to parks and sports provision would be suitable for promotion via the Council's website and social media channels.

7. CONCLUSION AND NEXT STEPS

The offer from CBC presents a positive opportunity for the Town Council to secure ownership of a valued community asset whilst benefiting from the transfer of a substantial maintenance contribution.

The Council already manages a range of parks, open spaces and play facilities. It therefore possesses the operational expertise necessary to incorporate Lake View Play Area into its existing inspection and maintenance regimes.

Subject to satisfactory due diligence, officers consider the proposal to be in residents' best interests and recommend that the Council express its willingness to progress the transfer.



HOUGHTON REGIS TOWN COUNCIL

Environment & Leisure Committee Workplan 2026/27

The following Workplan indicates anticipated specific reports in addition to regular/standard reports¹:

Committee date	Report Heading	Completed/deferred/removed
6th July 2026	~~Vice Chair~~	Completed
	~~Committee Functions & Terms of Reference~~	Completed
	~~Staff (E&L) Forecast~~	Completed
	~~Houghton Hall Park~~	Completed
	~~Income and Expenditure Update~~	Completed
	~~Tithe Farm Recreation Ground Sports Project Update~~	Completed
	~~Asset Transfers in Thorn/Bidwell Update~~	Completed
	~~Linnere Allotments~~	Completed
19th October 2026	Budget Requests inc staff salaries	
	Update on annual external Play Area inspections	
	E&L Fees & Charges inc HHP	
11th January 2027	Annual Review of Land and Assets Inc. Buildings	
5th April 2027	Review of open spaces and sport and recreational facilities (Corp Plan 79, 80, 82)	

¹ Include: Draft Minutes, Income & Expenditure Report, Minutes from Sub Committees, Working groups and HHP Board, Committee Workplan

12/10/2026

Houghton Regis Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 12/10/2026

Month No: 7

Item 8. Income and Expenditure Report

Environment and Leisure201 Village Green Rec Gd

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1082 INC-LETTINGS	2,262	641	2,500	1,859			25.6%
Village Green Rec Gd :- Income	2,262	641	2,500	1,859			25.6%
4037 GROUNDS MAINTENANCE	2,265	389	2,500	2,111		2,111	15.6%
Village Green Rec Gd :- Indirect Expenditure	2,265	389	2,500	2,111	0	2,111	15.6%
Net Income over Expenditure	(3)	252	0	(252)			

202 Village Green Pavilion

1082 INC-LETTINGS	802	0	150	150			0.0%
Village Green Pavilion :- Income	802	0	150	150			0.0%
4011 RATES	2,545	2,672	2,800	128		128	95.4%
4012 WATER RATES	5,729	833	2,500	1,667		1,667	33.3%
4014 ELECTRICITY	1,924	927	1,500	573		573	61.8%
4036 PROPERTY MAINTENANCE	995	88	2,000	1,912		1,912	4.4%
4038 MAINTENANCE CONTRACTS	761	184	900	716		716	20.4%
Village Green Pavilion :- Indirect Expenditure	11,953	4,703	9,700	4,997	0	4,997	48.5%
Net Income over Expenditure	(11,151)	(4,703)	(9,550)	(4,847)			

211 Parkside Rec Gd

1082 INC-LETTINGS	3,991	0	3,000	3,000			0.0%
Parkside Rec Gd :- Income	3,991	0	3,000	3,000			0.0%
4013 RENT	50	50	50	0		0	100.0%
4037 GROUNDS MAINTENANCE	1,467	500	1,400	900		900	35.7%
Parkside Rec Gd :- Indirect Expenditure	1,517	550	1,450	900	0	900	37.9%
Net Income over Expenditure	2,473	(550)	1,550	2,100			

212 Parkside Pavilion

4012 WATER RATES	133	23	250	227		227	9.2%
4014 ELECTRICITY	730	319	550	231		231	58.1%
4015 GAS	484	144	400	256		256	36.0%
4036 PROPERTY MAINTENANCE	1,335	184	1,000	816		816	18.4%
Parkside Pavilion :- Indirect Expenditure	2,682	670	2,200	1,530	0	1,530	30.5%
Net Expenditure	(2,682)	(670)	(2,200)	(1,530)			

Detailed Income & Expenditure by Budget Heading 12/10/2026

Month No: 7

Item 8. Income and Expenditure Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>221 Tithe Farm Rec Grd</u>							
4013 RENT	5	5	5	0		0	100.0%
Tithe Farm Rec Grd :- Indirect Expenditure	<u>5</u>	<u>5</u>	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100.0%</u>
Net Expenditure	<u>(5)</u>	<u>(5)</u>	<u>(5)</u>	<u>0</u>			
<u>222 Tithe Farm Store</u>							
4012 WATER RATES	223	110	200	90		90	55.0%
4014 ELECTRICITY	(769)	(2,368)	1,000	3,368		3,368	(236.8%)
4036 PROPERTY MAINTENANCE	829	184	1,000	816		816	18.4%
Tithe Farm Store :- Indirect Expenditure	<u>283</u>	<u>(2,074)</u>	<u>2,200</u>	<u>4,274</u>	<u>0</u>	<u>4,274</u>	<u>(94.3%)</u>
Net Expenditure	<u>(283)</u>	<u>2,074</u>	<u>(2,200)</u>	<u>(4,274)</u>			
<u>231 Orchard Close Rec Grd</u>							
1082 INC-LETTINGS	2,462	1,103	1,000	(103)			110.3%
Orchard Close Rec Grd :- Income	<u>2,462</u>	<u>1,103</u>	<u>1,000</u>	<u>(103)</u>			<u>110.3%</u>
4037 GROUNDS MAINTENANCE	997	0	1,000	1,000	1,000	0	100.0%
Orchard Close Rec Grd :- Indirect Expenditure	<u>997</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>100.0%</u>
Net Income over Expenditure	<u>1,465</u>	<u>1,103</u>	<u>0</u>	<u>(1,103)</u>			
<u>232 Orchard Close Pavilion</u>							
4012 WATER RATES	(925)	1,175	500	(675)		(675)	235.0%
4014 ELECTRICITY	500	213	800	587		587	26.6%
4036 PROPERTY MAINTENANCE	893	184	1,000	816		816	18.4%
Orchard Close Pavilion :- Indirect Expenditure	<u>468</u>	<u>1,572</u>	<u>2,300</u>	<u>728</u>	<u>0</u>	<u>728</u>	<u>68.3%</u>
Net Expenditure	<u>(468)</u>	<u>(1,572)</u>	<u>(2,300)</u>	<u>(728)</u>			
<u>241 Moore Crescent Rec Grd</u>							
1082 INC-LETTINGS	3,413	0	2,115	2,115			0.0%
Moore Crescent Rec Grd :- Income	<u>3,413</u>	<u>0</u>	<u>2,115</u>	<u>2,115</u>			<u>0.0%</u>
4037 GROUNDS MAINTENANCE	420	500	1,000	500	89	412	58.9%
Moore Crescent Rec Grd :- Indirect Expenditure	<u>420</u>	<u>500</u>	<u>1,000</u>	<u>500</u>	<u>89</u>	<u>412</u>	<u>58.8%</u>
Net Income over Expenditure	<u>2,993</u>	<u>(500)</u>	<u>1,115</u>	<u>1,615</u>			

Detailed Income & Expenditure by Budget Heading 12/10/2026

Month No: 7

Item 8. Income and Expenditure Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
242 Moore Crescent Pavilion							
1082 INC-LETTINGS	1,230	94	200	106			47.0%
Moore Crescent Pavilion :- Income	1,230	94	200	106			47.0%
4011 RATES	4,192	4,312	4,700	388		388	91.7%
4012 WATER RATES	1,595	230	2,700	2,470		2,470	8.5%
4014 ELECTRICITY	2,293	1,052	2,000	948		948	52.6%
4015 GAS	2,940	517	1,400	883		883	36.9%
4036 PROPERTY MAINTENANCE	2,516	495	1,500	1,005	2,180	(1,175)	178.3%
4038 MAINTENANCE CONTRACTS	481	1,450	500	(950)		(950)	290.1%
Moore Crescent Pavilion :- Indirect Expenditure	14,016	8,057	12,800	4,743	2,180	2,563	80.0%
Net Income over Expenditure	(12,786)	(7,963)	(12,600)	(4,637)			
243 Moore Crescent Bowling Gn							
1082 INC-LETTINGS	6,489	6,489	6,489	0			100.0%
Moore Crescent Bowling Gn :- Income	6,489	6,489	6,489	0			100.0%
4037 GROUNDS MAINTENANCE	5,957	0	6,000	6,000		6,000	0.0%
Moore Crescent Bowling Gn :- Indirect Expenditure	5,957	0	6,000	6,000	0	6,000	0.0%
Net Income over Expenditure	532	6,489	489	(6,000)			
261 Thorn Park							
1077 Grant income CBC Section 106	3,154,957	0	0	0			0.0%
1079 Grant Income C B C	4	0	0	0			0.0%
1082 INC-LETTINGS	2,911	961	2,500	1,539			38.4%
Thorn Park :- Income	3,157,872	961	2,500	1,539			38.4%
4001 STAFF SALARIES	42,231	28,680	0	(28,680)		(28,680)	0.0%
4002 EMPLOYERS N.I	5,124	3,651	0	(3,651)		(3,651)	0.0%
4003 EMPLOYERS SUPERANN.	11,172	6,174	0	(6,174)		(6,174)	0.0%
4004 CASUAL/TEMPORARY STAFF	0	(291)	0	291		291	0.0%
4005 STAFF OVERTIME	0	829	0	(829)		(829)	0.0%
4006 PROTECTIVE CLOTHING	287	40	0	(40)		(40)	0.0%
4017 HEALTH & SAFETY	1,425	0	0	0		0	0.0%
4036 PROPERTY MAINTENANCE	2,401	3,630	1,000	(2,630)	2,280	(4,910)	591.0%
4037 GROUNDS MAINTENANCE	184,294	717	1,000	283	748	(465)	146.5%
4039 HORTICULTURAL SUPPLIES	1,456	0	0	0		0	0.0%
4042 Equipment Repairs & Maintenance	8,150	14,671	20,000	5,329	2,242	3,087	84.6%
4217 HHP Project Contribution	11	0	0	0		0	0.0%
4884 Thorn Park Land	4	0	0	0		0	0.0%

Detailed Income & Expenditure by Budget Heading 12/10/2026

Month No: 7

Item 8. Income and Expenditure Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4992 Trs from Earmarked Reserve	0	0	(20,000)	(20,000)		(20,000)	0.0%
5034 Tfr to Bidwell C/Side O/Space	990,726	0	0	0		0	0.0%
5035 Tfr to Bidwell Formal Park	618,266	0	0	0		0	0.0%
5036 Tfr to Bidwell Sports Pitches	1,487,283	0	0	0		0	0.0%
5037 Tfr to Bidwell SUDS	58,681	0	0	0		0	0.0%
5039 Tfr from Bidwell C/Side O/Spac	(82,649)	0	0	0		0	0.0%
5040 Tfr from Bidwell Formal Space	(51,656)	0	0	0		0	0.0%
5041 Tfr from Bidwell Sports Pitche	(123,973)	0	0	0		0	0.0%

Thorn Park :- Indirect Expenditure **3,153,234** **58,102** **2,000** **(56,102)** **5,270** **(61,372)** **3168.6%**

Net Income over Expenditure **4,638** **(57,141)** **500** **57,641**

262 Thorn Park Pavilion

4011 RATES	0	0	5,400	5,400		5,400	0.0%
4012 WATER RATES	0	0	400	400		400	0.0%
4014 ELECTRICITY	3,242	1,215	1,900	685		685	63.9%
4015 GAS	170	119	1,000	881		881	11.9%
4036 PROPERTY MAINTENANCE	353	145	1,000	855	620	235	76.5%
4038 MAINTENANCE CONTRACTS	155	1,122	500	(622)		(622)	224.5%
4992 Trs from Earmarked Reserve	0	0	(10,325)	(10,325)		(10,325)	0.0%

Thorn Park Pavilion :- Indirect Expenditure **3,921** **2,601** **(125)** **(2,726)** **620** **(3,346)** **(2577.0%)**

Net Expenditure **(3,921)** **(2,601)** **125** **2,726**

263 Houghton Hall Park

1069 CBC JVA Contribution	0	120,000	120,000	0			100.0%
1070 Catering Income	0	10,000	20,000	10,000			50.0%
1091 Income Miscellaneous	136,185	0	0	0			0.0%
1097 Income - Council Events	0	1,311	5,500	4,189			23.8%

Houghton Hall Park :- Income **136,185** **131,311** **145,500** **14,189** **90.2%**

4001 STAFF SALARIES	50,622	22,885	75,031	52,146		52,146	30.5%
4002 EMPLOYERS N.I	6,399	2,965	9,504	6,539		6,539	31.2%
4003 EMPLOYERS SUPERANN.	13,708	4,932	13,355	8,423		8,423	36.9%
4005 STAFF OVERTIME	1,422	491	3,000	2,509		2,509	16.4%
4006 PROTECTIVE CLOTHING	3,038	0	2,700	2,700		2,700	0.0%
4015 GAS	0	(20)	0	20		20	0.0%
4017 HEALTH & SAFETY	185	108	1,410	1,302	152	1,150	18.5%
4020 MISC. ESTABLISH.COST	128	24	1,000	976		976	2.4%
4022 POSTAGE	50	0	0	0	200	(200)	0.0%
4024 SUBSCRIPTIONS	291	301	500	199		199	60.2%

Detailed Income & Expenditure by Budget Heading 12/10/2026

Month No: 7

Item 8. Income and Expenditure Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4034 WEBSITE COSTS	700	0	1,000	1,000		1,000	0.0%
4036 PROPERTY MAINTENANCE	5,217	122	1,000	878	150	728	27.2%
4037 GROUNDS MAINTENANCE	5,087	617	2,000	1,383	1,900	(517)	125.9%
4039 HORTICULTURAL SUPPLIES	6,686	6,452	11,000	4,548	2,126	2,423	78.0%
4042 Equipment Repairs & Maintenance	1,733	2,146	2,000	(146)	371	(517)	125.8%
4059 OTHER PROFESSIONAL FEES	16,760	0	2,000	2,000		2,000	0.0%
4217 HHP Project Contribution	30,048	24,693	30,000	5,307	2,166	3,141	89.5%
4222 COMMUNITY EVENTS	29,011	12,600	20,000	7,400	4,185	3,216	83.9%
4992 Trs from Earmarked Reserve	(4,982)	0	0	0		0	0.0%
Houghton Hall Park :- Indirect Expenditure	166,104	78,317	175,500	97,183	11,248	85,935	51.0%
Net Income over Expenditure	(29,919)	52,994	(30,000)	(82,994)			
<u>271 Houghton Regis Cemetery</u>							
1084 Income Burial Fees	15,097	4,162	10,000	5,838			41.6%
Houghton Regis Cemetery :- Income	15,097	4,162	10,000	5,838			41.6%
4011 RATES	1,459	1,392	1,850	458		458	75.3%
4012 WATER RATES	129	133	300	167		167	44.3%
4020 MISC. ESTABLISH.COST	712	1,163	0	(1,163)	180	(1,343)	0.0%
Houghton Regis Cemetery :- Indirect Expenditure	2,300	2,688	2,150	(538)	180	(718)	133.4%
Net Income over Expenditure	12,797	1,474	7,850	6,376			
<u>273 Allotments</u>							
1082 INC-LETTINGS	3,825	3,719	3,700	(19)			100.5%
Allotments :- Income	3,825	3,719	3,700	(19)			100.5%
4012 WATER RATES	2,559	(129)	1,200	1,329		1,329	(10.7%)
4037 GROUNDS MAINTENANCE	159	148	1,000	853	3	850	15.0%
Allotments :- Indirect Expenditure	2,717	19	2,200	2,181	3	2,179	1.0%
Net Income over Expenditure	1,108	3,700	1,500	(2,200)			
<u>281 Public Open Spaces</u>							
4992 Trs from Earmarked Reserve	(7,163)	0	0	0		0	0.0%
Public Open Spaces :- Indirect Expenditure	(7,163)	0	0	0	0	0	
Net Expenditure	7,163	0	0	0			

Detailed Income & Expenditure by Budget Heading 12/10/2026

Month No: 7

Item 8. Income and Expenditure Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>282 Play Areas (all)</u>							
4037 GROUNDS MAINTENANCE	655	0	2,000	2,000		2,000	0.0%
4042 Equipment Repairs & Maintenance	6,538	5,185	12,000	6,815	727	6,088	49.3%
Play Areas (all) :- Indirect Expenditure	7,193	5,185	14,000	8,815	727	8,088	42.2%
Net Expenditure	(7,193)	(5,185)	(14,000)	(8,815)			
<u>283 Street Furniture</u>							
1091 Income Miscellaneous	640	833	0	(833)			0.0%
Street Furniture :- Income	640	833	0	(833)			
4036 PROPERTY MAINTENANCE	11,778	1,899	1,000	(899)		(899)	189.9%
4992 Trs from Earmarked Reserve	(11,516)	0	0	0		0	0.0%
Street Furniture :- Indirect Expenditure	262	1,899	1,000	(899)	0	(899)	189.9%
Net Income over Expenditure	378	(1,067)	(1,000)	67			
<u>291 Outside Services</u>							
1091 Income Miscellaneous	1,662	0	0	0			0.0%
Outside Services :- Income	1,662	0	0	0			
4006 PROTECTIVE CLOTHING	1,486	628	2,000	1,372	306	1,066	46.7%
4008 TRAINING/COURSES	1,753	2,493	3,500	1,007	444	563	83.9%
4011 RATES	16,342	15,249	34,000	18,751		18,751	44.9%
4012 WATER RATES	708	889	800	(89)		(89)	111.1%
4013 RENT	15,500	(5,032)	43,100	48,132		48,132	(11.7%)
4014 ELECTRICITY	3,696	1,001	2,400	1,399		1,399	41.7%
4015 GAS	481	47	200	153		153	23.6%
4017 HEALTH & SAFETY	504	178	1,000	822	419	403	59.7%
4018 REFUSE DISPOSAL	30,536	15,490	30,000	14,510		14,510	51.6%
4020 MISC. ESTABLISH.COST	542	0	500	500		500	0.0%
4036 PROPERTY MAINTENANCE	1,203	376	1,400	1,024	230	794	43.3%
4037 GROUNDS MAINTENANCE	0	0	500	500		500	0.0%
4038 MAINTENANCE CONTRACTS	727	368	800	432		432	46.0%
4039 HORTICULTURAL SUPPLIES	7,113	19,860	20,000	140	394	(254)	101.3%
4040 Tree maintenance	5,617	2,925	6,000	3,075		3,075	48.8%
4041 Tree Survey	0	0	8,000	8,000		8,000	0.0%
4042 Equipment Repairs & Maintenance	10,728	5,627	10,000	4,373	1,236	3,137	68.6%
4044 VEHICLE FUEL	14,007	4,127	15,000	10,873	2	10,871	27.5%
4045 VEHICLE TAX & INSURANCE	1,730	1,425	2,000	575		575	71.3%
4059 OTHER PROFESSIONAL FEES	14	21	5,600	5,579		5,579	0.4%
5002 Tr from EMR Former Railway LIn	0	0	(7,163)	(7,163)		(7,163)	0.0%
Outside Services :- Indirect Expenditure	112,688	65,672	179,637	113,965	3,031	110,935	38.2%
Net Income over Expenditure	(111,026)	(65,672)	(179,637)	(113,965)			

Detailed Income & Expenditure by Budget Heading 12/10/2026

Month No: 7

Item 8. Income and Expenditure Report

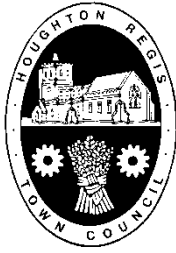
	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
292 E&L Staff Costs							
4001 STAFF SALARIES	265,128	161,310	405,800	244,490		244,490	39.8%
4002 EMPLOYERS N.I	33,137	20,313	50,568	30,255		30,255	40.2%
4003 EMPLOYERS SUPERANN.	71,472	34,225	88,000	53,775		53,775	38.9%
4005 STAFF OVERTIME	1,386	978	3,000	2,022		2,022	32.6%
4992 Trs from Earmarked Reserve	0	0	(118,000)	(118,000)		(118,000)	0.0%
E&L Staff Costs :- Indirect Expenditure	371,124	216,826	429,368	212,542	0	212,542	50.5%
Net Expenditure	(371,124)	(216,826)	(429,368)	(212,542)			
293 UKSPF							
4039 HORTICULTURAL SUPPLIES	19,322	0	0	0		0	0.0%
4059 OTHER PROFESSIONAL FEES	2,917	0	0	0		0	0.0%
4222 COMMUNITY EVENTS	260	0	0	0		0	0.0%
UKSPF :- Indirect Expenditure	22,499	0	0	0	0	0	
Net Expenditure	(22,499)	0	0	0			
299 E&L Capital & Projects							
1074 External Grant	51,628	0	0	0			0.0%
E&L Capital & Projects :- Income	51,628	0	0	0			
4053 Loan payments- Moore Cres. Pav	24,069	12,034	24,069	12,035		12,035	50.0%
4066 Loan payments - Tithe Farm Pav	35,280	17,640	35,280	17,640		17,640	50.0%
4851 CAP-Machinery Renewals	15,912	9,370	20,000	10,630		10,630	46.9%
4858 CAP - PLAY AREAS & EQPT	0	0	15,000	15,000		15,000	0.0%
4871 CAP - Pavilion Renovations	1,981	4,295	50,000	45,705	44,519	1,186	97.6%
4891 YIF Project	0	0	0	0	308	(308)	0.0%
4895 CAP Thorn Park Pavilion	1	0	0	0		0	0.0%
5018 Tfr to Pavilion Renov. Reserve	99,646	0	0	0		0	0.0%
5020 Tfr to Play Areas Reserve	15,000	0	0	0		0	0.0%
5029 Tfr to Street Furniture Reserv	1,000	0	0	0		0	0.0%
5031 Tfr to Grounds Mach. Reserve	4,088	0	0	0		0	0.0%
E&L Capital & Projects :- Indirect Expenditure	196,977	43,340	144,349	101,009	44,827	56,182	61.1%
Net Income over Expenditure	(145,349)	(43,340)	(144,349)	(101,009)			
Environment and Leisure :- Income	3,387,557	149,313	177,154	27,841			84.3%
Expenditure	4,072,420	489,021	991,234	502,213	69,173	433,040	56.3%
Movement to/(from) Gen Reserve	(684,863)	(339,708)	(814,080)	(474,372)			

Detailed Income & Expenditure by Budget Heading 12/10/2026

Month No: 7

Item 8. Income and Expenditure Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	3,387,557	149,313	177,154	27,841			84.3%
Expenditure	4,072,420	489,021	991,234	502,213	69,173	433,040	56.3%
Net Income over Expenditure	(684,863)	(339,708)	(814,080)	(474,372)			
Movement to/(from) Gen Reserve	(684,863)	(339,708)	(814,080)	(474,372)			



ENVIRONMENT & LEISURE COMMITTEE

Agenda Item 9

Date:	19th October 2026
Title:	Annual Play Area Inspection
Purpose of the Report:	To provide members with the outcomes of the annual play area inspection.
Contact Officer:	Ian Haynes – Head of Environment and Community Services

1. RECOMMENDATION

This report is provided for information purposes only.

2. BACKGROUND

In June 2026, our yearly independent safety assessment of our playgrounds and equipment was completed by The Play Inspection Company Ltd.

The British and European safety standard BS EN1176 and the Health and Safety Executive strongly recommend that all play areas have at least one inspection every year from an independent, suitably qualified body such as The Play Inspection Company Ltd.

3. ISSUES FOR CONSIDERATION

The independent safety assessment of our playgrounds and equipment provides each site with its own overall risk rating.

The breakdown of faults and common failures is given in terms of low, medium and high. As a generally agreed principle within the industry, items that are marked as "low" only require monitoring. Whereas items marked as "medium" require an appropriate action (either monitoring or repair, for example) within the available resources of the owner. Items marked as "high" require urgent action. In rare cases where an item is likely to result in significant injury or death, the operator or appropriate representative will be notified from the site by telephone. This will be indicated on the report. None of these has been received.

The Play Inspection Company Ltd risk scores come in the following bands:

1 to 5 Very Low Risk

6 to 10 Low Risk

12 to 15 Medium Risk
16 to 20 High Risk
25+ Very High Risk

It should be noted that due to the increased risk posed by some of the Town Council assets - such as the skate park - the risk scores cannot be lowered, and in the case of some equipment would need to be destroyed to ascertain the structural integrity of the item.

Each independent safety assessment of our playgrounds and equipment has been reviewed.

A bespoke programme of works will be created to complete all of the necessary recommendations.

Please note some recommendations will not be completed based on the level of expenditure required to minimise the risk.

All associated necessary repair costs will be covered under existing revenue budgets. Our in-house qualified operational inspectors will conduct all repairs as soon as is reasonably practicable.

4. COUNCIL VISION

Aspirations

A5 To ensure the **council** is fit for purpose and efficient in its delivery of services

Objective 4: Our community

4.2 To enhance existing facilities to enable improved community use and accessibility

4.5 To provide high-quality green spaces for leisure and recreation, healthier living, urban attractiveness, and improved air quality

5. IMPLICATIONS

Corporate Implications

- There are no corporate implications arising from the recommendations.

Legal Implications

- There are no legal implications arising from the recommendations

Financial Implications

- The costs of addressing the remedial Moderate Risks will be taken from 282 4042 with annual available funds of £12,000.

Risk Implications

- There are no risk implications arising from the recommendations

Equalities Implications

Houghton Regis Town Council has a duty to promote equality of opportunity, eliminate unlawful discrimination, harassment, and victimisation, and foster good relations in respect of

nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

This project/issue does not discriminate.

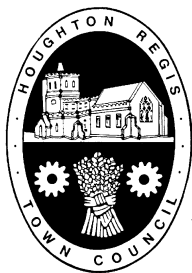
Press Contact

This report has no press implications.

6. CONCLUSION AND NEXT STEPS

An independent specialist should inspect children's playgrounds annually to ensure the long-term safety of the site, equipment, and ancillary items. This also meets legal and insurance responsibilities and complies with EN1176 requirements.

This Council has met its legal and moral obligations to ensure our play areas are fit for use.



HOUGHTON REGIS TOWN COUNCIL

Peel Street, Houghton Regis, Bedfordshire LU5 5EY

Town Clerk: **Clare Evans**

Tel: 01582 708540

Email: info@houghtonregis-tc.gov.uk

ENVIRONMENT FEES 2027-28

SPORTS FEES

2027-28

Football Pitch fees

Pitch size	Annual Fee	Per Game fee
Senior		
• 11 v 11	£655 per team	£66
Youth		
• 11 v 11	£355	£34
• 9 v 9	£355	£34
Mini		
• 7 v 7	£247	£26
• 5 v 5	£247	£26
Pre-season ad hoc pitch hire	N/A	£70

Cricket fees

Hire of the Cricket Pitch & Pavilion (Orchard Close)	£1,103.33 per season
Ad hoc Cricket Pitch & Pavilion (Orchard Close)	£45.61 per game

Bowls Green

Hire of Bowls Green	£ 6,489
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LEISURE FEES

2027-28

Hire of the open space for Fun Fairs & Circus	£160.19 day/opening
Allotment Plots in the region of 125m ² (half plot)	£75 per annum
Allotment Plots in the region of 250 m ² (full plot)	£100 per annum
Allotment Deposit (to be returned on completion of tenancy should plot be left in a reasonable condition.)	£50 per plot

MISCELLANEOUS FEES

2027-28

Hire of The Green pavilion	£6 per hour for Houghton Regis residents / HR community groups £25 per hour for all other hirers £25 per session (Max of 4 hrs) - Concessionary rate for HR community groups during office hours.
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The above fees apply in evenings and weekends where the

hirer has their own key.

Where a member of staff has to open and close for a letting in the evening or at weekends, there will be an additional charge of £31 + VAT

Hire of Moore Cres pavilion groups £7 + VAT per hour for Houghton Regis residents / HR community groups
£29 + VAT per hour for all other hirers
£29 + VAT per session (Max of 4 hrs) - Concessionary rate for HR community groups in office hours.

The above fees apply in evenings and weekends where the hirer has their own key.

Where a member of staff has to open and close for a letting in the evening or at weekends, there will be an additional charge of £31 + VAT

(Prices for the hire of Moore Crescent pavilion are subject to standard rate VAT)

GROUND MAINTENANCE

2027-28

Ground Maintenance (ad-hoc)	£38 per hour + VAT per person
Ground Maintenance (CBC)	£20 per hour + VAT per person

Note

1. All bookings are made subject to the terms and conditions set out by the Town Council, a signed copy of which must be submitted to the Town Council at the time of booking.

HOUGHTON HALL PARK ROOM HIRE (PER ROOM)

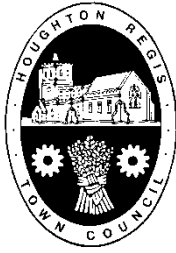
2027-28

Private Hire Rate

Monday to Friday per hour	£16.00
Half Day Rate – Morning (4 hours)	£62.00
Half Day Rate – Afternoon (4 hours)	£62.00
Weekends per hour	£18.00
Weekends: Half Day Rate – Morning (4 hours)	£67.00
Weekends: Half Day Rate – Afternoon (4 hours)	£67.00

Community Groups & Charity Rate

Monday to Friday per hour	£12.00
Half Day Rate – Morning (4 hours)	£42.00
Half Day Rate – Afternoon (4 hours)	£42.00
Weekends per hour	£14.00
Weekends: Half Day Rate – Morning (4 hours)	£48.00
Weekends: Half Day Rate – Afternoon (4 hours)	£48.00



ENVIRONMENT & LEISURE COMMITTEE

Agenda Item 13.

Date:	19th October 2026
Title:	Budget Request 2027/28
Purpose of the Report:	To provide members with a report on the Environment and Leisure team's proposed financial forecast.
Contact Officer:	Ian Haynes, Head of Environment and Community Services

1. RECOMMENDATIONS

- 1) **To consider and comment on the draft budget for the financial year 2027-2028 for Environment and Leisure budget responsibilities**
- 2) **To note the budget forecast figures for financial years 2028 to 2030**

2. BACKGROUND

Section 4 of the Town Council's Corporate Plan 2024-2028, Management and Operations, outlines the town council's plan to enhance its efficiency and effectiveness as the key local service provider by developing a 5-year financial and staffing plan. Based on the 2024/25 financial forecast, this report and forecast provide details for 2027/28 and extend the forecast to 2030 for the Environment and Leisure Committee.

Members will find attached a proposed Environment and Leisure Services financial plan.

3. ISSUES FOR CONSIDERATION

Members are advised that revenue costs have been increased by 4%, year on year, where they relate to normal revenue items.

2027-2030 Financial Forecast (extended to include financial year 2029-2030)

Members are reminded that these are forecasted figures, and the council retains the flexibility to adjust annual budget allocations as needed during each year's budget-setting process.

4. HRTC CORPORATE PLAN

Aspirations Management and Operations: To improve the efficiency and effectiveness of the Town Council as the key local service provider

- 4.1 Develop a 5-year financial & staffing plan.
- 4.5 Enhance the role of the council.
- 4.6 To actively consider and weight the impact of new and existing initiatives and services.

5. IMPLICATIONS

Corporate Implications

- There are no corporate implications arising from the report.

Legal Implications

- Under the following legislation, Local Government Finance Act 1992, s.41, local councils have a statutory power to precept (tax) their local electors in their areas to finance the activities that flow from the exercise of their discretionary powers and subsequent legal obligations.

Financial Implications

- Sufficient budget provision to enable the exercise of the council's discretionary powers and legal obligations.

Risk Implications

- Service delivery
- Reputation

Equalities Implications

Houghton Regis Town Council has a duty to promote equality of opportunity, eliminate unlawful discrimination, harassment, and victimisation, and foster good relations in respect of nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

This report does not discriminate.

Climate Change Implications

There are no climate change implications arising from the report

Press Contact

- There are no press implications.

6. CONCLUSION AND NEXT STEPS

A rolling budget allows the council to plan beyond the immediate annual cycle, enabling strategic decision-making that aligns with the town's long-term goals. This

approach helps councillors see how current spending decisions impact future years and ensures continuity of important projects across electoral cycles.

7. APPENDICES

Appendix A – Draft budget financial year 2027/2028 and budget forecast figures for financial years 2028 to 2030

Agenda Item 13

Committee	Cost Centre	Code description	Code	Cost centre description	Budget 2026/27	Actual Year to 31st July 26	Predicted spend 2026/27	Variance Budget & Actual	Justification for 2026/27 Budget	V1 Officer Draft 2027/28 Budget	Justification for 2027/28 Budget	Possible Savings / Use of Reserves	Implications	Budget Forecast 2028/29 Year 2	Budget Forecast 2029/30 - Year 3	Budget Forecast 2030/31 - Year 4	+
Environment & Leisure Committee																	
	201	Village Green Rec Ground															
			1082	Income lettings	- 2,500.00	- 641.00	- 2,500.00	-	Predicted income from 2 x fair visits and 1 x circus visit This is based on 16 days of opening Fun Fair Visits x 2 visits – Circus 11 Days x 1 visit. Charge per day of opening £151	- 2,500.00	Predicted income from 2 x fair visits and 1 x circus visit This is based on 16 days of opening Fun Fair Visits x 2 visits – Circus 11 Days x 1 visit. Charge per day of opening £160.19	-		- 2,600.00	- 2,704.00	- 2,812.16	Increased by 4% / annum
			4037	Grounds Maintenance	2,500.00	389.00	2,500.00	-		2,500.00	Grounds maintenance costs associated with the Village Green.	-		2,600.00	2,704.00	2,812.16	Increased by 4% / annum
	202	Village Green Pavilion															
			1082	INC-LETTINGS	- 150.00		- 150.00	-	Relates to ad hoc lettings for the pavilion.	- 150.00	Relates to ad hoc lettings for the pavilion.	-		- 156.00	- 162.24	- 168.73	Increased by 4% / annum
			4011	Rates	2,800.00	2,672.00	2,675.00	125.00	Rates	2,800.00	Rates	-		2,912.00	3,028.48	3,149.62	Increased by 4% / annum
			4012	Water Rates	2,500.00	708.00	2,500.00	-	Water Rates	2,500.00	Water Rates	-		2,600.00	2,704.00	2,812.16	Increased by 4% / annum
			4014	Electricity	1,500.00	615.00	1,500.00	-	Electricity	2,000.00	Increase to reflect last years actuals	-		2,080.00	2,163.20	2,249.73	Increased by 4% / annum
			4036	Property Maintenance	2,000.00	88.00	2,000.00	-	Used for general maintenance, pavilion deep clean, fire extinguisher testing, etc £1.2k. Electrical inspection due 2024 approx. £500.	2,000.00	Used for general maintenance, pavilion deep clean, fire extinguisher testing, etc...	-		2,080.00	2,163.20	2,249.73	Increased by 4% / annum
			4038	Maintenance Contracts	900.00	-	900.00	-	Used for alarm charges and servicing and emergency lighting checks.	900.00	Used for alarm charges and servicing and emergency lighting checks.	-		936.00	973.44	1,012.38	Increased by 4% / annum
	211	Parkside Rec Gd															
			1082	INC-Lettings	- 3,000.00	-	- 3,000.00	-	Fees for pitch hire 1 senior £962, 1 junior £1014, 2 mini £470. Kids fair £204 / day of opening	- 3,000.00	Fees for pitch hire 1 senior £962, 1 junior £1014, 2 mini £470. Kids fair £204 / day of opening	-		- 3,120.00	- 3,244.80	- 3,374.59	Increased by 4% / annum
			4013	Rent	50.00	50.00	50.00	-	Rent payable to CBC as landlord.	50.00	Rent payable to CBC as landlord	-		50.00	50.00	50.00	Fixed cost
			4037	Grounds Maintenance	1,400.00	500.00	1,400.00	-	Provided for pitch treatment (weed & feed (E665) (verti draining £787) and any required repairs etc.	1,400.00	Grounds maintenance costs associated with Parkside Recreation Ground.	-		1,456.00	1,514.24	1,574.81	Increased by 4% / annum
	212	Parkside Pavilion															
			4012	Water Rates	250.00	5.00	250.00	-	Water Rates	250.00	Water Rates	-		260.00	270.40	281.22	Increased by 4% / annum
			4014	Electricity	550.00	206.00	550.00	-	Electricity	800.00	Electricity	-		832.00	865.28	899.89	Increased by 4% / annum
			4015	Gas	400.00	119.00	400.00	-	Gas	400.00	Gas	-		832.00	865.28	899.89	Increased by 4% / annum
			4036	Property Maintenance	1,000.00	184.00	1,000.00	-	Used for general maintenance, pavilion deep clean, alarm charges and servicing etc...	2,000.00	Increase to reflect the increase in maintenance	-		2,080.00	2,163.20	2,249.73	Increased by 4% / annum
	221	Tithe Farm Rec Gd															
			1082	INC-Lettings	-	-	-	-	Beds FA say don't need grass pitches here. Loss of income offset by reduced grds maniteancne costs	-		-		-	-	-	
			4013	Rent	5.00	5.00	5.00	-	Annual rent included in lease agreement.	5.00	Rent payable to CBC as landlord			5.00	5.00	5.00	Fixed cost
			4037	Grounds Maintenance	-	-	-	-	Beds FA say don't need grass pitches here. Loss of income offset by reduced grds maniteancne costs	-		-		-	-	-	
	222	Tithe Farm Store															
			4012	Water Rates	200.00	110.00	200.00	200.00	Water Rates	200.00	Water Rates	-		208.00	216.32	224.97	Increased by 4% / annum
			4014	Electricity	1,000.00	15.00	1,000.00	-	Electricity	1,000.00	Electricity	-		1,040.00	1,081.60	1,124.86	Increased by 4% / annum
			4036	Property Maintenance	1,000.00	184.00	1,000.00	-	Property Maintenance	1,000.00	Property Maintenance	-		1,040.00	1,081.60	1,124.86	Increased by 4% / annum
	231	Orchard Close Rec Gd															
			1082	INC-Lettings	- 1,000.00	-	- 1,000.00	-	Income from cricket square only. Football to be removed to Thorn Park.	- 1,040.00	Income from cricket square only. Football to be removed to Thorn Park.	-		- 1,081.60	- 1,124.86	- 1,169.86	Increased by 4% / annum
			4037	Grounds Maintenance	1,000.00	-	1,000.00	-	Grounds maintenance costs associated with Orchard Close.	1,040.00	Grounds maintenance costs associated with Orchard Close.	-		1,081.60	1,124.86	1,169.86	Increased by 4% / annum
	232	Orchard Close Pavilion															
			4012	Water Rates	500.00	87.00	500.00	-	Water Rates	520.00	Water Rates	-		540.80	562.43	584.93	Increased by 4% / annum
			4014	Electricity	800.00	157.00	800.00	-	Electricity	832.00	Electricity	-		865.28	899.89	935.89	Increased by 4% / annum
			4036	Property Maintenance	1,000.00	184.00	1,000.00	-	Property Maintenance	1,040.00	Property Maintenance	-		1,081.60	1,124.86	1,169.86	Increased by 4% / annum
	241	Moore Crescent Rec Gd															
			1082	INC-Lettings	- 2,115.00	-	- 2,115.00	-	Letting of football pitches	- 2,115.00	Letting of football pitches	-		- 2,199.60	- 2,287.58	- 2,379.09	Increased by 4% / annum
			4037	Grounds Maintenance	1,000.00	500.00	1,000.00	-	Grounds maintenance costs associated with Moore Crescent	1,040.00	Grounds maintenance costs associated with Moore Crescent	-		1,081.60	1,124.86	1,169.86	Increased by 4% / annum
	242	Moore Crescent Pavilion															
			1082	INC-Lettings	- 200.00	-	- 200.00	-	INC-Lettings	- 500.00	INC-Lettings	-		- 520.00	- 540.80	- 562.43	Increased by 4% / annum
			4011	Rates	4,700.00	4,312.00	4,312.00	388.00	Rates	4,700.00	Rates	-		4,888.00	5,083.52	5,286.86	Increased by 4% / annum
			4012	Water rates	2,700.00	51.00	2,700.00	-	Water rates	2,808.00	Water rates	-		2,920.32	3,037.13	3,158.62	Increased by 4% / annum
			4014	Electricity	2,000.00	613.00	2,000.00	-	Electricity	2,288.00	Electricity	-		2,379.52	2,474.70	2,573.69	Increased by 4% / annum
			4015	Gas	1,400.00	460.00	1,400.00	-	Gas	1,456.00	Gas	-		1,514.24	1,574.81	1,637.80	Increased by 4% / annum

Committee	Cost Centre	Code description	Code	Cost centre description	Budget 2026/27	Actual Year to 31st July 26	Predicted spend 2026/27	Variance Budget & Actual	Justification for 2026/27 Budget	V1 Officer Draft 2027/28 Budget	Justification for 2027/28 Budget	Possible Savings / Use of Reserves	Implications	Budget Forecast 2028/29 Year 2	Budget Forecast 2029/30 - Year 3	Budget Forecast 2030/31 - Year 4	+
			4036	Property Maintenance	1,500.00	495.00	1,500.00	-	Property Maintenance	2,500.00	Property Maintenance	-		2,600.00	2,704.00	2,812.16	Increased by 4% / annum
			4038	Maintenance Contract	500.00	1,450.00	1,450.00	- 950.00	Maintenance Contract	1,450.00	Maintenance Contract	-		1,508.00	1,568.32	1,631.05	Increased by 4% / annum
	243	Moore Crescent Bowling Green															
			1082	INC-Lettings	- 6,489.00	- 6,489.00	- 6,489.00	-	Income from bowls green hire.	- 6,489.00	INC-Lettings	-		- 6,748.56	- 7,018.50	- 7,299.24	Increased by 4% / annum
			4037	Grounds Maintenance	6,000.00	-	6,000.00	-	Year-end treatment (Avonmore) Irrigation Sprinkler Contract.	6,489.00	Year-end treatment (Avonmore) Irrigation Sprinkler Contract.			6,748.56	7,018.50	7,299.24	Increased by 4% / annum
	261	Thorn Park															
			1077	Grant income CBC s106				Grant income CBC s106		-	Grant income CBC s106	-		-	-	-	
			1082	INC-Lettings	- 2,500.00	-	- 2,500.00	-	INC-Lettings	- 2,500.00	INC-Lettings	-		- 2,600.00	- 2,704.00	- 2,812.16	Increased by 4% / annum
			4001	Staff salaries	-	-	-	-	Staff salaries	-	Staff salaries						
			4002	Employer N.I	-	-	-	-	Employer N.I	-	Employer N.I						
			4003	Employers Superannuation	-	-	-	-	Employers Superannuation	-	Employers Superannuation						
			4017	Health & safety	-	-	-	-									
			4036	Property Maintenance	1,000.00	5,735.00	5,735.00	- 4,735.00	Used for general maintenance	1,040.00							Increased by 4% / annum
			4037	Grounds Maintenance	1,000.00	1,046.00	1,046.00	- 46.00	Grounds maintenance costs associated with Thorn Park	1,144.00				-	-		Increased by 4% / annum
			4042	Equipment and Repairs & Maintenance	20,000.00	13,896.00	20,000.00	-	Ongoing maintenance funded through S106	20,000.00							
			4991	Trns to EMR	-	-	-	-		-							
	262	Thorn Park Pavilion	4992	Trns from EMR	- 20,000.00	-	- 20,000.00	-		- 20,800.00				- 21,632.00	- 22,497.28	- 23,397.17	
			4011	Rates	5,400.00	-	5,400.00	-		5,400.00							
			4012	Water rates	400.00	-	400.00	-		416.00				-	-		
			4014	Electricity	1,900.00	1,215.00	1,900.00	-		1,924.00				-	-		Increased by 4% / annum
			4015	Gas	1,000.00	83.00	1,000.00	-		1,040.00				-	-		Increased by 4% / annum
			4036	Property Maintenance	1,000.00	-	1,000.00	-	Used for general maintenance, alarm charges and servicing etc	1,040.00				-	-		Increased by 4% / annum
			4038	Maintenance Contract	500.00	1,122.00	1,122.00	- 622.00		500.00				-	-		Increased by 4% / annum
			4992	Trns from EMR	- 10,325.00	-	- 10,325.00	-		- 10,325.00							
	263	Houghton Hall Park															
			1069	Income from CBC donation	- 120,000.00	- 120,000.00	- 120,000.00	-	CBC JVA Contribution	- 127,346.91							
			1070	Catering Income	- 20,000.00	- 6,667.00	- 20,000.00	-		- 20,000.00							
			1097	INC-Council Events	- 5,500.00	- 1,249.00	- 5,500.00	-		- 5,500.00							
			4001	Staff salaries	75,031.00	14,750.00	75,031.00	-	Grds, Comm Gard, 32% ESO,	80,563.00							
			4002	Employers NI.I.	9,504.00	1,887.00	9,504.00	-		10,333.70							
			4003	Employers Superannuation	13,355.00	3,188.00	13,355.00	-	Superannuation was 26.8% of salaries. Fund valuation to take effect from April 2026 is 17.8% + a fixed cost of £29.3k. The £29.3k is pro rata'd across the budget	14,340.21	Fund valuation from April 2027 is 17.8% + a fixed cost of £30.4k The £30.4k is pro rata'd across the service areas.						
			4005	Staff Overtime	3,000.00	224.00	3,000.00	-		3,000.00							
			4006	Protective Clothing	2,700.00	-	2,700.00	-		2,700.00							
			4015	Gas	-	20.00	20.00	- 20.00									
			4017	Health & Safety	1,410.00	250.00	1,410.00	-	FYI Ian, the 2 SOS devices comes from this budget. Caroline and Debbie Cook. Total cost is £260p.a.	1,410.00	FYI Ian, the 2 SOS devices comes from this budget. Caroline and Debbie Cook. Total cost is £260p.a.						
			4020	Misc Establish Cost	1,000.00	24.00	1,000.00	-		1,000.00							
			4024	Subscriptions	500.00	-	500.00	-		500.00							
			4034	Website costs	1,000.00	-	1,000.00	-		1,000.00							
			4036	Property Maintenance	1,000.00	91.00	1,000.00	-		1,000.00							
			4037	Grounds Maintenance	2,000.00	617.00	2,000.00	-		2,000.00							
			4039	Horticultural Supplies	11,000.00	7,989.00	11,000.00	-		11,000.00							
			4042	Equipment Repairs & Maintenance	2,000.00	1,643.00	2,000.00	-		2,000.00							
			4059	Other Professional Fees	2,000.00	-	2,000.00	-		2,000.00							
			4217	HHP Project Contribution	30,000.00	26,859.00	30,000.00	-	HRTC Increase to £30k as per HHP Board request	31,836.73							

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			4222	Community Events	20,000.00	14,847.00	20,000.00	-		20,000.00							
	271	Houghton Regis Cemetery															
			1084	Income Burial Fees	- 10,000.00	- 2,738.00	- 10,000.00	-	It is very difficult to predict an income from this service.	- 10,000.00			Predict a higher income	-	-	-	
			4011	Rates	1,850.00	1,459.00	1,459.00	391.00		1,677.85				1,929.53	2,006.71	2,307.71	Increased by 15% / annum
			4012	Water Rates	300.00	73.00	300.00	-		312.00				324.48	337.46	350.96	Increased by 4% / annum
			4020	Misc. Establish. Cost	-	1,163.00	1,163.00	- 1,163.00		-				-	-	-	
	273	Allotments						-									
			1082	Inc Lettings	- 3,700.00	- 3,719.00	- 3,719.00	19.00		- 3,700.00				-	-	-	
			4012	Water Rates	1,200.00	1,329.00	2,559.00	- 1,359.00		2,661.36				2,767.81	2,878.53	2,993.67	Increased by 4% / annum
			4037	Grounds maintenance	1,000.00	150.00	1,000.00	-	Ad hoc repairs and maintenance	1,040.00				1,081.60	1,124.86	1,169.86	Increased by 4% / annum
	282	Play areas (All)															
			4037	Grounds Maintenance	2,000.00	-	2,000.00	-	Used to cover fencing and gates, replacement / top up of bark, wet pore repairs	2,080.00	Used to cover fencing and gates, replacement / top up of bark, wet pore repairs			2,163.20	2,249.73	2,339.72	Increased by 4% / annum
			4042	Equipment and Repairs & Maintenance	12,000.00	4,305.00	12,000.00	-	Used to cover smaller scale works to play equipment, signage etc.	12,480.00	Used to cover smaller scale works to play equipment, signage etc.			12,979.20	13,498.37	14,038.30	Increased by 4% / annum
	283	Street Furniture															
			1091	Income Miscellaneous	-	833.00	- 833.00	- 833.00		-							
			4036	Property Maintenance	1,000.00	1,899.00	1,899.00	- 899.00		1,040.00				1,081.60	1,124.86	1,169.86	Increased by 4% / annum
	291	Outside Services															
			1091	Income Miscellaneous		-	-	-	Relates to income from contracts delivered to outside organisations. (CBC (Blue Water, Sewell, HHP).	-				-	-	-	
			4006	Protective Clothing	2,000.00	934.00	2,000.00	-	Used for grounds staff PPE.	2,500.00				2,600.00	2,704.00	2,812.16	Increased by 4% / annum
			4008	Training/Courses	3,500.00	2,815.00	3,500.00	-	Used for grounds staff training.	4,000.00				4,160.00	4,326.40	4,499.46	Increased by 4% / annum
			4011	Rates	34,000.00	15,249.00	15,249.00	18,751.00		39,100.00				44,965.00	46,763.60	53,778.14	Increased by 15% / annum
			4012	Water Rates	800.00	495.00	800.00	-		832.00				-	-	-	Increased by 4% / annum
			4013	Rent	48,132.00		48,132.00	-	New rent of £26,800 per annum, plus a possible additional unit at £16,300-£18,800	26,800.00				27,872.00	28,986.88	30,146.36	Increased by 4% / annum
			4014	Electricity	2,400.00	703.00	2,400.00	-		2,600.00				2,704.00	2,812.16	2,924.65	Increased by 4% / annum
			4015	Gas	200.00	28.00	200.00	-		208.00				216.32	224.97	233.97	Increased by 4% / annum
			4017	Health & Safety	1,000.00	197.00	1,000.00	-	Used for ad hoc health and safety issues.	1,040.00				1,081.60	1,124.86	1,169.86	Increased by 4% / annum
			4018	Refuse Disposal	30,000.00	10,155.00	30,000.00	-	This budget combines cemetery skip costs, general waste and green waste.	33,600.00				34,944.00	36,341.76	37,795.43	Increased by 4% / annum
			4020	Misc. Establish. Cost	500.00	-	500.00	-	Used for ad hoc costs re outside services.	624.00				648.96	674.92	701.92	Increased by 4% / annum
			4036	Property Maintenance	1,400.00	378.00	1,400.00	-	Used for general maintenance, alarm charges and servicing etc	1,456.00				1,514.24	1,574.81	1,637.80	Increased by 4% / annum
			4037	Grounds Maintenance	500.00	-	500.00	-	To fund any general grounds maintenance work.	520.00	Moved from 281			540.80	562.43	584.93	Increased by 4% / annum
			4038	Maintenance Contracts	800.00	368.00	800.00	-	Alarm servicing and maintenance	884.00				919.36	956.13	994.38	Increased by 4% / annum
			4039	Horticultural Supplies	20,000.00	19,954.00	20,000.00	-	Summer and winter bedding plants. Additional agreed for Houghton In Bloom	30,800.00		10,000.00	No town centre winter displays	32,032.00	33,313.28	34,645.81	Increased by 4% / annum
			4040	Tree Maintenance	6,000.00	2,925.00	6,000.00	-	£6k for general maintenance plus £5k to trim trees in front of All Saints Church to establish a clearer view	11,240.00				11,689.60	12,157.18	12,643.47	Increased by 4% / annum
			4041	Tree Survey	8,000.00	-	8,000.00	-	Rolling three year tree survey	3,000.00	Rather than budgeting £8k every three years, lets spread the cost over three, and create a EMR	3,000.00		3,120.00	3,244.80	3,374.59	Increased by 4% / annum
			4042	Equipment Repairs & Maintenance	10,000.00	6,253.00	10,000.00	-	Equipment Repairs & Maintenance	15,000.00				15,600.00	16,224.00	16,872.96	Increased by 4% / annum
			4044	Vehicle Fuel	15,000.00	3,712.00	19,170.00	- 4,170.00		19,936.80				20,734.27	21,563.64	22,426.19	Increased by 4% / annum
			4045	Vehicle Tax & Insurance	2,000.00	1,065.00	2,000.00	-		2,500.00		-		2,600.00	2,704.00	2,812.16	Increased by 4% / annum
			4059	Other Professional Fees	5,600.00	21.00	5,600.00	-	To cover the annual HAV testing of equipment, grds staff health surveillance, and associated medical examination. Plus £3k for legal transfer re PS & TF rec grds & £3k for roll out of branding scheme	8,600.00	To cover the annual HAV testing of equipment, grds staff health surveillance, and associated medical examination. Plus £3k for legal transfer re PS & TF rec grds & £3k for roll out of branding scheme			5,824.00	6,056.96	6,299.24	Increased by 4% / annum
			5002	Tr from EMR Former Railway Line	- 7,163.00	-	7,163.00	-	This transfer in is from EMR 352, Former Railway Line.	- 7,163.00	This transfer in is from EMR 352, Former Railway Line. Last year.			-	-	-	
	292	Personnel / Staff Costs															

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			4001	Staff salaries	405,800.00	101,413.00	405,800.00	-	Staff salaries	466,069.00	Staff salaries	-		484,711.76	504,100.23	524,264.24	Staff forecast - new post then increased by 4% / annum
			4002	Employers NI	50,568.00	12,684.00	50,568.00	-	NI is 15% on earnings above £175 per week from April 2025. The percentage figure used to estimate NI is 13% to take into account the NI allowance of £175 per week.	60,177.95		-		62,585.07	65,088.47	67,692.01	Staff forecast - new post then increased by 4% / annum
			4003	Employers Superannuation	88,000.00	21,601.00	88,000.00	-	Superannuation was 26.8% of salaries. Fund valuation to take effect from April 2026 is 17.8% + a fixed cost of £29.3k. The £29.3k is pro rata'd across the budget	95,424.28	Fund valuation from April 2027 is 17.8% + a fixed cost of £30.4k The £30.4k is pro rata'd across the service areas.	-		99,241.25	103,210.90	107,339.34	Staff forecast - new post then increased by 4% / annum
			4005	Staff Overtime	3,000.00	262.00	3,000.00	-		3,120.00		-		3,244.80	3,374.59	3,509.58	Increased by 4% / annum
			4992	Trns from EMR	- 118,000.00	- -	118,000.00	-	Trns from Bidwell s106 to cover 2 grds persons posts	- 138,371.71	Trns from Bidwell s106 to cover 2 grds persons posts			- 143,906.58	- 149,662.84	- 155,649.36	Increased by 4% / annum
	299	Env Capital & Projects															
			1074	External Grant	-					-		-		-	-		
			1077	Grant income CBC s106	-					-		-		-	-	-	
			4053	Loan payments-Moore Cres. Pav	24,069.00	12,034.00	24,069.00	-	Loan repayments due until 2033	24,069.00	Loan repayments due until 2033	-		24,069.00	24,069.00	24,069.00	Loan amount fixed
			4066	Loan payments-Tithe Farm Pav	32,792.00	17,640.00	32,792.00	-	Loan repayments due until Oct 2051 26/27 onwards £35280 annually	35,280.00	Loan repayments due until Oct 2051 26/27 onwards £35280 annually	-		35,280.00	35,280.00	32,792.00	Loan amount fixed
			4851	Cap-Machinery Renewals	20,000.00	6,718.00	20,000.00	-	Used to enable the council to budget a fixed annual amount to support a programme of machinery replacement. The Head of E&C Services is anticipating taking a report forward to enable members to consider a rolling programme of machinery renewal / replacement through a hire purchase scheme. Additional funding is being sought to support additional machinery to enable the grounds team to expand their services into the growth area. Hire purchase agreement / loan supported by Internal Auditor	20,800.00	Used to enable the council to budget a fixed annual amount to support a programme of machinery replacement. The Head of E&C Services is anticipating taking a report forward to enable members to consider a rolling programme of machinery renewal / replacement through a hire purchase scheme. Additional funding is being sought to support additional machinery to enable the grounds team to expand their services into the growth area. Hire purchase agreement / loan supported by Internal Auditor	-		21,632.00	22,497.28	23,397.17	Increased by 4% / annum
			4858	Cap- Play Areas & Eqpt	15,000.00	-	15,000.00	-	This budget is sought to enable the council to continue to build up a reserve for replacement / new play areas	15,600.00	This budget is sought to enable the council to continue to build up a reserve for replacement / new play areas	-		16,224.00	16,872.96	17,547.88	Increased by 4% / annum
			4871	CAP-Pavilion Renovations	50,000.00	4,295.00	50,000.00	-	Annual Pavilion Refurbish Fund	52,000.00	Annual Pavilion Refurbish Fund	-		54,080.00	56,243.20	58,492.93	Increased by 4% / annum
			4891	YIF Project	-	-	-	-		-		-		-	-	-	
			4979	Trs from Play Area EMR	-	-	-	-		-		-		-	-	-	
			4992	Trf from EMR 348	-	-	-	-		-		-		-	-	-	
			4992	Trf from EMR 322	-	-	-	-		-		-		-	-	-	
			4992	Trf from EMR 324	-	-	-	-		-		-		-	-	-	
			5016	Trf from Defered Income	-	-	-	-		-		-		-	-	-	