



**HOUGHTON REGIS TOWN COUNCIL**  
Peel Street, Houghton Regis, Bedfordshire LU5 5EY

Town Mayor: **Cllr M S Kennedy**

Tel: 01582 708540

Town Clerk: **Clare Evans**

E-mail: [info@houghtonregis.org.uk](mailto:info@houghtonregis.org.uk)

25<sup>th</sup> November 2019

**To: Members of the Planning Committee**

**Cllrs: D Dixon-Wilkinson (Chairman), J Carroll, D Jones, M S Kennedy, S Thorne, K Wattingham and T Welch.**

(Copies to all Councillors for information)

**Notice of Meeting**

You are hereby summoned to a Meeting of the **Planning Committee** to be held at the Council Offices, Peel Street on **Monday 2<sup>nd</sup> December 2019 at 7.00pm.**

*Db Marsh*

**Debbie Marsh**  
Corporate Services Manager

**THIS MEETING MAY BE FILMED/RECORDED**

**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.

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 & REQUESTS FOR DISPENSATIONS**

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.

*\*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.*

#### 4. MINUTES

To approve the Minutes of the meeting held on the 11<sup>th</sup> November 2019.  
(Attached)

**Recommendation: To approve the Minutes of the meeting held on 11<sup>th</sup> November 2019 and for these to be signed by the Chairman.**

#### 5. PLANNING MATTERS

Clarity has been sought from Central Bedfordshire Council in regard to Conservation Area planning applications. 10+ years ago Town and Parish Councils would have been sent a separate consent form for proposals in the Conservation Area. However, this is no longer a process adopted. Generally, it is more likely to receive two applications for proposed works to Listed Buildings. A Listed Building Consent, dependent on what is proposed, might also be accompanied by a full application.

**(a) To consider the following applications:**

CB/19/03323/VOC	Variation of condition 13 of planning permission CB/17/05378/FULL – Demolition of large mechanical storage unit and abutting dwelling and erection of 4no. semi-detached cottages. Manor Farm, Sewell Lane, Sewell, LU6 1RP For: Mr A Buckland
CB/19/02910/FULL	Conservation Area: To replace a 3m by 10cm hedge with a 2m wall. The Gables, East End, LU5 5LA For: Miss A Hawes
CB/19/03750/FULL	Relocation and extension of existing car park. Unit 33, Humphrys Road, LU5 4TP For: Legal & General Assurance (Pensions Management Ltd)
CB/19/03749/FULL	Extension of service yard. Unit 33, Humphrys Road, LU5 4TP For: Legal & General Assurance (Pensions Management Ltd)
CB/19/03103/TD	Telecommunications Development: Proposed Telecommunications new Humphreys Road Streetworks 218270, LU5 4SX For: MBNL (EE Ltd & Hutchinson 3G UK Ltd)
CB/19/03104/FULL	Telecommunications Development: Proposed telecommunications upgrade Humphreys Road Streetworks 218270, Humphreys Road, LU5 4SX For: For: MBNL (EE Ltd & Hutchinson 3G UK Ltd)
CB/19/03396/FULL	Garage conversion/extension 42 Westminster Gardens, LU5 5RT For: Miss L Coca

CB/19/03820/RM Reserved Matters: New primary school and amendments to the existing Thornhill Primary School site pursuant to outline permission CB/12/03613/OUT  
Thornhill Lower School, Grove Road, LU5 5PE  
For: Central Bedfordshire Council

**For noting**

CB/19/03789/LDCP Lawful Development Certificate Proposed: Single storey side extension.  
1 Therfield Walk, LU5 5QB  
For: Unknown

**(b) Decision Notices**

**Permissions/Approvals/Consents:**

None at time of going to print.

**Refusals:**

None at time of going to print.

**Withdrawals:**

CB/19/02056/FULL New dwelling.  
Greenside, 134 High Street, LU5 5DT

Members are advised that following the Town Councils call in request for planning application CB/19/03158/FULL Treow House, Parkside Drive, LU5 5QL, the following response has been received.

Discussions have taken place in regard to this application in order to work towards a more appropriate scheme.

As a result, the applicant has agreed to set the proposed fence in approximately 1/1.5m from the site boundary and plant a hedge, to closely match with the existing adjacent hedge, in front of this fence. This scheme is thought to provide the applicant with appropriate security measures, whilst taking steps to protect and enhance the conservation area.

Due to the above and subject to the applicant sending in appropriate amended plans, the application will not now be called-in.

**6. BUDGET REVIEW**

*Page 19*

Members will find **attached** the Planning budget to date.

**Recommendation: To note the information**

**7. BUDGET 2019/20**

*Pages 21-22*

Members will find attached the officer draft budget for 2020/21 for initial consideration along with explanatory notes.

Members comments are invited.

**Recommendation: To note the report.**

## 8. PRE-APPLICATION

At the planning meeting held on the 30<sup>th</sup> September 2019, following his attendance at the planning training organised by Central Bedfordshire Council, Councillor Carroll informed Members that the Town Council could write to Central Bedfordshire Council requesting that they be included in pre-application advice.

Enquires have been made in respect of this request and the following advice has been received.

“Pre-application advice is not a statutory requirement and a fee is required to be paid. Most customers seeking advice do not wish for it to be made public for various reasons and indeed some pre-application proposals do not result in a planning application. If the advice results in the submission of a planning application, a copy of the advice will be placed on the application file as it is a material consideration in the determination of the application.

Whilst we can't inform Town and Parish Council's about pre-application proposals, we do strongly encourage developers to engage with them at the pre-application stage for early discussions, including about the infrastructure requirements of the area so that these can be considered for any s106. “

**Recommendation: To note the report.**

## 9. LOCAL PLAN

On Friday (8 November), CBC officers received a further letter from the Inspectors in relation to the Local Plan. This follows a series of communications where the Council rightly raised concerns with the Inspectors about their approach to the examination. This most recent letter is supportive of the council's approach to further develop the current Local Plan and asks the council to produce a timetable of this work.

As with any Local Plan, but particularly one in an area as complex as Central Bedfordshire, modifications will be required, and officers have already started taking steps to address points raised during the hearing sessions and those raised by the Inspectors.

This is an important milestone for the Council and its commitment to bringing forward a sound and sustainable plan to provide the homes and jobs required to meet the needs of this area.

Central Bedfordshire very much welcome this latest position from the Inspector. They have already started work on addressing some of the points in anticipation of progressing the Local Plan to examination.

As part of Central Bedfordshire Councils continued open and transparent approach, the correspondence has been made available on the examination website and can be accessed via the following link: <https://centralbedfordshire.app.box.com/s/w4mj3v74eycx2p2c5xlytk10f3buejns>



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**Houghton Regis Town Council**  
**Planning Committee**  
**11<sup>th</sup> November 2019 at 7.00pm**

Present: Councillors: D Dixon-Wilkinson Chairman  
J Carroll  
D Jones  
M S Kennedy  
S Thorne  
K Wattingham

Officers: Debbie Marsh Corporate Services Manager

Public: 2

Also present: Councillors: Y Farrell  
S Goodchild Central Bedfordshire Council

**11027 APOLOGIES AND SUBSTITUTIONS**

Apologies were received from Councillor Welch.

**11028 QUESTIONS FROM THE PUBLIC**

Sally Gray addressed the committee in regard to planning application CB/19/02870/RM Thorn Green, Bidwell West.

Concern was expressed in the lack of plans for planting of trees in this area, particularly in the area around the new junction on Bedford Road. There was no plan of what was intended. This was also referred to in the report from the Town Council's Planning Consultant.

Sally also addressed the committee in regard to planning application CB/19/03232/RM Parcels 5a & b, Bidwell West.

Members were advised that the original outline plan for HRN2 included a footpath linking from the existing footpath in Millers Way, this was now not shown. This path went around the edge of the Chalk Pit and was indicated as an informal cycle/footpath. This footpath would provide normal access to the Chalk Pit. Members were requested to consider the response from the Wildlife Trust Officer who had stated within her response, that part of the development could prejudice the cliff as it was felt the cliff was unstable and that technical advice was needed to ensure its stability. Members were informed that photographs taken periodically over the years had shown the cliff change shape due to its instability. The proposed development was too close the cliff and raised huge safety issues. The Wildlife Trust also requested there be a permanent solid boundary to the proposed development. In their opinion one whole road should be removed from the plans. Concern was expressed as to the layout of the design closest to the cliff. It was suggested that developers should adopt the same design principle as in Millers Way with back gardens, not roads, being cliff side.

Fly tipping still remained a worry as should the proposed design remain this could allow for illegal fly tipping strain into the Chalk Pit itself.

## 11029 SPECIFIC DECLARATIONS OF INTEREST

Councillor Kennedy declared an interest in planning application CB/19/03347/FULL 29 Dellmont Road as the applicant was known to him. Councillor Kennedy left the meeting whilst this application was discussed.

## 11030 MINUTES

The Committee received the minutes of the Planning Committee meeting held on 21<sup>st</sup> October 2019 for consideration.

Councillor Kennedy stated that he had given his apologies for the last meeting and that the minutes did not reflect this.

Councillor Jones stated that, on page 5, his comments on planning application CB/19/02056/FULL Greenside, 134 High Street were not correctly recorded. Comments were made in respect of the Planning Officer not the Conservation Officer.

**Resolved To confirm the Minutes of the meeting held on 21<sup>st</sup> October 2019 and for these to be signed by the Chairman.**

## 11031 PLANNING MATTERS

**(a) The following planning applications were considered:**

### *Non - Delegated*

CB/19/02870/RM Reserved Matters: Following Outline CB/15/00297/OUT (1850 dwellings and mixed class use) matters for access, landscaping, layout and scale for 160 dwellings on phase CA2

Thorn Green, Bidwell West

For: Abbey Development Ltd

***Members received a report from the Town Councils Planning Consultant.***

**Comments:** The outline application, approved in November in 2015, was for up to 1,850 homes, roads, landscaping recreation and open space, two schools, employment and a local centre. The whole site extends westwards from Bedford Road, from the new A5 dual carriageway southwards to the edge of the Chalk Quarry Nature Reserve. The proposals (covered by the outline consent) for schools, employment, and local centre are not included in this reserved matter application. The housing is set within a green setting of grass and landscaping



### Recommendation

That the Town Council raises no overall objections but wishes to comment on the following issues:

- the Council would welcome details on how footpath and cycle routes in these housing blocks are connected to facilities such as schools in adjoining areas,
- the Council is concerned that there will be inadequate means for non-car transport users to have direct access routes into Houghton Regis town centre,
- the Council welcomes the range of affordable homes as part of this scheme but requires assurances that the 'affordable' housing is within the financial reach of those in need of homes locally, and how this could be supported to assist key workers, teachers, health workers and others important to support the community in this part of Houghton Regis,
- A weakness of the proposed layout is the lack of play area and equipment, the locations and ranges of play areas and equipment within the site needs to be clearer, especially provision for older children / young teenagers, or if the scheme is relying on off-site provision this needs to be detailed,
- The loss of existing trees is a matter of concern - there needs to be provision for monitoring new tree-planting and re-planting in the event of these new trees being damaged or dying,
- The tree species mix should be native species appropriate to the area and soil type. As well as the proposed grassed areas, native woodland flower species should be introduced so that when established, the landscaping reflects the habitat and ecosystems of the former copses and field edges.
- There are no details within the plans of features such as solar panels, electric car charging points.

The Reserved Matters application covers the four blocks of land here. The application relates to 160 dwellings, a mix of dwellings in varying sizes and flats. The application site itself is currently an arable field and trees.

Development Parcels were defined by the plans approved under the outline permission. Condition 1 of the outline permission required the approval of the following details for each Development Parcel – scale and appearance of the development, plus landscaping of the site (details of access arrangements were determined at the outline stage) to accord with the Bidwell West Design Code (approved June 2015).

The Design & Access statement describes a conventional urban design approach with building frontages onto the roads through the residential areas, particularly where Thorn Road is intersected by a new north-south road with a roundabout. The new homes comprise 12x 2 bedroom flats, 4x 2 bedroom houses, 37x 3 bedroom houses and 59x4 bedroom houses as 112 private dwellings, with 48 affordable homes (shared ownership and rental) as follows:

6x1 bedroom flats, 18x 2 bedroom flats, 7x2 bedroom houses, 11x 3 bedroom houses, and 6x4 bedroom houses.

The majority of new homes will be two-storey with some single storey and three storey flats positioned around the new roundabout. Most houses have drives and garages to one side with rear gardens. The layout appears to be dense – however this alleviated by the surrounding green / open space and landscaped areas. The scheme includes bicycle stores (where there are no garages) and bus stops along the Main Street.

A weakness of the proposed layout is the lack of play area and equipment shown as part of the scheme.

CB/19/03232/RM

Reserved matters: Appearance, scale and landscaping for residential development of 336 dwellings on Development Parcels 5a and 5b Bidwell West, Houghton Regis. Outline application (CB/15/0297/OUT) was supported by a full Environmental Statement (ES)

***Members received a report from the Town Councils Planning Consultant.***

**Comments:** The outline applicant approved in November in 2015 was for up to 1,850 homes, roads, landscaping recreation and open space, two schools, employment and a local centre. The whole site extends westwards from Bedford Road, from the new A5 dual carriageway southwards to the edge of the Chalk Quarry Nature Reserve.

NB the outline approval was granted 2 years after the Framework for the whole HRN proposal was agreed by Central Beds.

The site of the current application is the area adjoining the Chalk Pit Nature Reserve and the existing homes on Millers Way, Arnald Way and Rosslyn Way. The details show the proposed layout, landscaping, house types and materials, boundary treatment and parking. The homes are in two areas served by a main spine road feeding a series of cul-de-sacs (i.e. no road connections to existing roads). The main spine road connects northwards into the rest of the HRN network. (The proposals do not for instance connect the new road network with the end of Bidwell Hill and thus onto Bedford Road.)

The proposals (covered by the outline consent) for schools, employment, and local centre are not included in these reserved matters. The housing is set within a green setting of grass and landscaping – a key feature of HRN is the large expanse of open space including sports pitches which connects southwards with the Chalk Quarry Nature Reserve, however these are not included in this application.

#### Recommendation

It is recommended that the Town Council raises no overall objections but wishes to comment on the following issues:

- the Council would welcome reserved matters details on the open space proposals to the west of sites 5a / 5b to show how these parts of HRN inter-relate,
- as these parcels occupy visually prominent land towards the top of the chalk scarp slope, the reserved matters should include details of the scheme's appearance in views from the north, to ensure that the new housing is screened where appropriate with landscaping, alternatively the design could include a 'landmark' building or structure suitable to this location,
- the Council is concerned that there will be inadequate means for non-car transport users to have direct access routes into Houghton Regis town centre, the details of access routes for pedestrians and cyclists, children, parents with pushchairs, etc to nearby facilities – schools, local centre, recreation areas etc. need to be clearer,
- the Council welcomes the range of affordable homes as part of this scheme but requires assurances that the 'affordable' housing is within the financial reach of those in need of homes locally, and how this could be supported to assist key workers, teachers, health workers and others important to support the community in this part of Houghton Regis,

- the locations and ranges of play areas and equipment within the site needs to be clearer, especially provision for older children / young teenagers.
- Tree- planting around the edges of the site appears to be very low density. It would be preferable to use a variety of tree sizes as part of the new landscaping, and denser planting patterns with provisions for later thinning. The tree species mix should be native species appropriate to the area and soil type. As well as the proposed grassed areas, native woodland flower species should be introduced so that when established, the landscaping reflects the habitat and ecosystems of the former copses and field edges.
- There are no details within the plans of features such as solar panels, electric car charging points.
- the Council would welcome reserved matters details on how the future development of the Wildlife Site can be linked to the proposed development of this site. The proposed development of these two sites are integral to each other.
- The Council would welcome plans, at this stage of application, on plans particularly that support green transport to and from the Wildlife site.

The Reserved Matters application covers Parcels 5A and 5B. The application relates to 366 dwellings, a mix of dwellings in varying sizes and flats. The application site itself is currently an arable field and is steeply undulating in certain areas, extending to some 9.6hectares.

#### Extracts from Applicants' Planning Statement

- Parcels 5a and 5bare separated from Parcels 4a and 4b to the north by a large block of existing woodland (Bluewaters Woodland) and existing arable land lying to the west is due to form public open space for countryside recreation, which abuts the Community Wildlife Site,
- The site will be accessed from the main spine road, which leads into the wider site from Thorn Road to the north. Parcels 5a and 5b will also be connected to Houghton Regis via the existing Public Rights of Way network; Public Footpath No.3 runs to the east of Parcel 5a and connects with FP4 to the north and with existing development in Houghton Regis to the south,
- As part of the proposed residential development of 336 residential dwellings, 101units will be affordable housing; equating to 30% and complying with the S106 agreement in this respect. Whilst the changes in levels across the site have meant that apartments are not included within this scheme there will be a mix of 2, 3 and 4 bedroom properties, and a mixture of affordable and open market dwellings, all of which

will help contribute to a mix of housing within the local area in order to meet housing requirements,

- The scheme will have a range of buildings across the site, with detached, semi-detached and terraced houses of 2 and 2.5 storey,
- the undulating landscape creates changes in levels throughout the site, has added interest to the development and street scenes demonstrating the design approach are included within the Design Compliance Statement. These include street scenes for the varying road hierarchy, as well as sections through the site itself to demonstrate how properties will relate to one another, whilst maintaining the requisite separation distances,
- The site access has been fixed by virtue of the outline permission, with the main access to the wider Bidwell West site being taken from Thorn Road,
- The proposed layout includes a swathe of on-street parking bays along the northern and southern edges of Main Street, to the north of the main area of Parcel 5b. No direct access to properties is proposed from Main Street, with direct access from either the tertiary routes or via private drives; once again in accordance with the provisions of the Design Code,
- All of the new houses will have access to their own private amenity area, and where changes in levels occur gardens have been stepped, so that these properties will have a patio area immediately to the rear of the house, and a lawned area at a lower level,
- There is an existing block of woodland separating Parcels 5a and 5b which is proposed to be retained, as are many of the trees on the boundaries of the site.

Development Parcels were defined by the plans approved under the outline permission, including Parcels 5a and 5b. Condition 1 of the outline permission required the approval of the following details for each Development Parcel – scale and appearance of the development, plus landscaping of the site (details of access arrangements were determined at the outline stage) to accord with the Bidwell West Design Code (approved June 2015).

CB/19/03470/FULL Single storey rear extension & garage conversion  
Householder developments  
14 Lake View, LU5 5GJ  
Mr & Mrs Mayling

**Comments: No objection**

CB/19/03347/FULL Single storey side extension  
Householder developments  
29 Dellmont Road, LU5 5HU  
Mr & Mrs Dye

**Comments: The Town Council makes no objection, but requests consideration be given to the following matter: The Town Council has concerns over access and the loss of amenity land in this area.**

**(b) The following decision notices were noted:**

*Permissions / Approvals / Consents*

CB/18/04641/REG3 The development of a 20 unit, 3-storey transitional housing scheme with associated access, parking and landscaping  
Land adjacent to St Thomas Meeting House, Windsor Drive

*Members requested that their disappointment be recorded on the outcome of this application. Members expressed concern that the Town Councils objections to this application had been ignored.*

CB/19/00883/RM Reserved matters of appearance, scale and landscaping for residential development of 255 dwellings following outline CB/15/0297/OUT  
Land to West of Houghton Regis, Watling Street

CB/19/00840/FULL Sub-division of barn into two dwellings  
4 Bidwell Farm Barns, Bedford Road, LU5 6JS

CB/19/01218/RM Erection of 625 dwellings in parcels 6A & 6B with associated public open spaces following outline planning permission CB/15/0297/OUT  
Parcels 6A & 6B Land West of Bidwell

CB/19/01112/FULL Extension of existing car showroom and workshop areas  
Grovebury Cars, Mayer Way, LU5 5BF

CB/19/01134/FULL Two storey rear extension and single storey front extension  
22 Drury Lane, LU5 5ED

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CB/19/01657/FULL	Part single part two storey rear extension and extension to garage 42 Douglas Crescent, LU5 5AT
CB/19/01771/FULL	Rear single storey extension, replacement porch and internal alterations 39 Manor Park, LU5 5BU
CB/19/01480/FULL	Conversion of existing integral garage into additional living space 57 Yew Street, LU5 5PA
CB/19/02214/FULL	Double storey side extension 1 Fareham Way, LU5 5RE
CB/19/02165/FULL	Part first storey, part double storey side & single storey rear extension 2 Olma Road, LU5 5AF
CB/19/02244/REG3	Single storey side extension 2 Manor Park, LU5 5BX

***Refusals:***

None received.

***Withdrawals:***

None received.

Members discussed the merits for receiving the outcome of planning applications. Members agreed that in future and to save officer time, only those outcomes from applications that the committee have objected to will be included.

**11032 LOCAL PLAN**

Members received a copy of a letter from the Planning Inspectorate, dated 30<sup>th</sup> September 2019, which followed the public examination of the Local Plan.

Members received a copy of Central Bedfordshire Councils response, dated 14<sup>th</sup> October 2019.

Following this response Central Bedfordshire Council had issued a Frequently Asked Questions sheet for information.

Members were informed, by Councillor Goodchild, that more recent correspondence between the Planning Inspector and Central Bedfordshire Council was available and could be viewed on Central Bedfordshire Councils website.

**Resolved: To note the information.**

**11033 NEIGHBOURHOOD PLAN**

No substantive update to report.

**Resolved: To note the information.**

**11034 STRATEGIC DEVELOPMENT SITES/LOCAL PLAN-  
UPDATE/PROGRESS**

**Woodside Link** – No substantive update to report.

**A5 M1 Link** – No substantive update to report.

**All Saints View** – No substantive update to report.

**Linnere** - In advance of an impending Reserved Matters Planning application that will be submitted by CBC Assets, the Town Council had been advised of the following:

**Background**

Up to 43,000 new homes were expected in Central Bedfordshire by 2035. The Council's Schools for the Future programme had been established to ensure that CBC plan for the estimated 9,700 new school places that would be needed and ensure that they were in the right places, delivering the best education. In the Houghton Regis North development 'HRN1' (known as Linnere) 7,055 homes were planned. The planned housing development created a need for additional primary school places within Houghton Regis. The exact timing of the requirement for the new primary places was dependent on the actual rate at which the new housing was built and was forecast to be needed by 2021. Thornhill Primary School was the closest school to the proposed area of development and will benefit additional land secured under the s106 for the proposed expansion. The governing body of Thornhill Primary was supportive of the expansion and understood the need to provide additional primary school places to meet the forecast demand from the Linnere area development. The school was also rated as 'good' by Ofsted (April 2016).

The expansion would allow the school to admit an additional 2 forms of entry from September 2021, to accommodate both local children plus additional children from the Linnere area development. This equated to an additional 60 school places in each year group (420 pupils), plus 60 additional full-time early years (nursery) places. The total outcome would be a 3FE Primary School (630 pupils) plus a 90-place full time nurse

Members were informed that the figure quoted by CBC of 7,055 homes in HRN1 was incorrect. The figure stated was actually the combined figure of both sites, HRN1 & HRN2.

Members went on to discuss the wards within the parish, in light of the expansion to Houghton Hall Ward. Members agreed that any changes would be a decision made by Central Bedfordshire Council.

**Bidwell West** – No substantive update to report.

**Kingsland** – No substantive update to report.

**Windsor Drive** – No substantive update to report.



**Section 106 Monies - HRTC applied for s106 funding for the following and had been awarded the following amounts. Payment would be made retrospectively on project completion.**

- Energy efficiency in community pavilions £6,651
- Flag pole illumination £5,900
- Community Defibrillators £6,800

**Resolved: To note the information**

**The Chairman declared the meeting closed at 8.06pm**

**Dated this 2<sup>nd</sup> day of December 2019**

**Chairman**

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## Detailed Income &amp; Expenditure by Budget Heading 25/11/2019

Month No: 8

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>401 Growth Area</u>						
4059 OTHER PROFESSIONAL FEES	1,358	2,500	1,142		1,142	54.3%
4062 Neighbourhood Plan	512	20,000	19,488		19,488	2.6%
4992 Trs from Earmarked Reserve	0	(20,000)	(20,000)		(20,000)	0.0%
Growth Area :- Indirect Expenditure	<u>1,870</u>	<u>2,500</u>	<u>630</u>	<u>0</u>	<u>630</u>	<u>74.8%</u>
Movement to/(from) Gen Reserve	<u>(1,870)</u>					
Grand Totals:- Income	0	0	0			0.0%
Expenditure	<u>1,870</u>	<u>2,500</u>	<u>630</u>	0	630	74.8%
Net Income over Expenditure	<u>(1,870)</u>	<u>(2,500)</u>	<u>(630)</u>			
Movement to/(from) Gen Reserve	<u>(1,870)</u>					

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Houghton Regis Town Council  
Annual Budget - By Committee  
Note: Officer Draft Budget 2020/21

	<u>2018/19</u>		<u>2019/20</u>			<u>2020/21</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Planning and Licensing</u>									
<u>401 Growth Area</u>									
1078 Grants & Donations Received	0	5,747	0	0	0	0	0	0	0
<b>Total Income</b>	0	5,747	0	0	0	0	0	0	0
4059 OTHER PROFESSIONAL FEES	2,500	252	2,500	1,358	2,500	0	2,500	0	0
4062 Neighbourhood Plan	20,000	3,744	20,000	512	20,000	0	20,000	0	0
4992 Trs from Earmarked Reserve	-20,000	0	-20,000	0	-20,000	0	-20,000	0	0
5008 Tr from EMR Comm Development	0	-12,291	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	2,500	-8,295	2,500	1,870	2,500	0	2,500	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(2,500)</u>	<u>14,042</u>	<u>(2,500)</u>	<u>(1,870)</u>	<u>(2,500)</u>		<u>(2,500)</u>		
<b>Planning and Licensing - Income</b>	0	5,747	0	0	0	0	0	0	0
<b>Expenditure</b>	2,500	-8,295	2,500	1,870	2,500	0	2,500	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(2,500)</u>	<u>14,042</u>	<u>(2,500)</u>	<u>(1,870)</u>	<u>(2,500)</u>		<u>(2,500)</u>		
<b>Total Budget Income</b>	0	5,747	0	0	0	0	0	0	0
<b>Expenditure</b>	2,500	-8,295	2,500	1,870	2,500	0	2,500	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(2,500)</u>	<u>14,042</u>	<u>(2,500)</u>	<u>(1,870)</u>	<u>(2,500)</u>		<u>(2,500)</u>		

**Planning Committee**

**401 Growth Area**

<b>Cost centre:</b>	<b>Code:</b>	<b>Title:</b>
<b>401</b>	<b>4059</b>	<b>Other Professional Fees</b>

2019/20figure:	2020/21figure (requested):	Agreed
£2500	£2500	

Justification:
For support from planning consultant re growth agenda.

Implications of request not being granted:
The council would have less access to professional support re the growth agenda.

<b>Cost centre:</b>	<b>Code:</b>	<b>Title:</b>
<b>401</b>	<b>4062</b>	<b>Neighbourhood Plan</b>

2019/20figure:	2020/21figure (requested):	Agreed
£20,000	£20,000	

Justification:
Used to fund the development of the NHP

Implications of request not being granted:
Unable to complete the NHP.

<b>Cost centre:</b>	<b>Code:</b>	<b>Title:</b>
<b>401</b>	<b>4992</b>	<b>Trns from EMR</b>

2019/20figure:	2020/21figure (requested):	Agreed
£20,000	£20,000	

Justification:
Used to offset the development of the NHP

Implications of request not being granted:
Should the trns not be agreed there would be an additional revenue cost to the budget.