



MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 25th OCTOBER 2022
AT 7.00PM AT BIGGLESWADE TOWN COUNCIL OFFICES
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE SG18 8DL

PRESENT:

Cllr G Fage (Chairman)
Cllr M Russell (Deputy Chairman)
Cllr K Brown (via Zoom)
Cllr F Foster
Cllr M North
Cllr R Pullinger
Cllr H Ramsay
Cllr D Strachan
Cllr C Thomas
Cllr J Woodhead

Mr P Tarrant – Town Clerk & Chief Executive
Mr K Hosseini – Head of Governance & Strategic Partnerships
Mrs A Dennis – Administrator

Members of the Public – 1

Meeting Formalities:

Following a reminder to meeting attendees that this is a formal meeting, the Mayor advised that members of the public will be given an opportunity to speak during public open session but not at other times. The meeting is being filmed and by being present attendees are deemed to have agreed to be filmed and to the use of those images and sound recordings. The Mayor advised that attendees should not disclose any personal information of individuals as this would infringe the Data Protection Rights of that individual.

22/0167.0 APOLOGIES FOR ABSENCE

Cllr L Fage, Cllr M Foster, Cllr D Albone, Cllr I Bond, Cllr M Knight

22/0167.1 ABSENT WITHOUT APOLOGIES

None.

22/0168.0 DECLARATIONS OF INTEREST

22/0168.1 Disclosable Pecuniary interests in any agenda item:

None.

22/0168.2 Non-Pecuniary interests in any agenda item:

None.

22/0169.0 TOWN MAYOR'S ANNOUNCEMENTS

22/0169.1 Biggleswade and District Choral Society

On Saturday, 23rd October 2022, Cllr G Fage had the pleasure of attending the Biggleswade and District Choral Society concert, hosted at St Andrew's Church. The

sum of £860 was raised in aid of humanitarian charities working in Ukraine. Cllr G Fage looks forward to attending their Christmas event in December.

22/0170.0 PUBLIC OPEN SESSION

No members of the public wished to speak.

22/0171.0 INVITED SPEAKER

The guest speaker was unable to attend.

22/0172.0 MEMBERS' QUESTIONS

22/0172.1 Cllr M Russell requested item for consideration on the next council agenda to agree whether to remain with the current numbering style used in the minutes or to revert back to the previous minuting method.

22/0173.0 MINUTES AND RECOMMENDATIONS OF MEETINGS

22/0173.1 From the Minutes of the **Town Council Meeting** held on **Tuesday 11th October 2022** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

22/0173.2 Page 6 Cllr M Russell regarding the third members questions. The minute reads that Cllr M Russell raised issues on Saffron Road but it doesn't explain why it was an issue, namely the difficulty Saffron Road residents will have accessing their properties.

Subject to these amendments these Minutes were **APPROVED** as an accurate record of the Meeting from 11th October 2022.

22/0174.0 MATTERS ARISING

From the Minutes of the **Town Council Meeting** held on **Tuesday 11th October 2022** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

22/0174.1 Page 9 - The item on the Neighbourhood Plan, Cllr M Russell is pleased to announce that this is now formally adopted by Central Bedfordshire Council and sits within the development framework of CBC.

22/0174.2 Page 10 - Cllr R Pullinger, the separate correspondence of the Hay Review has not been received. Cllr G Fage confirmed that this had not been received and the Administration & HR Manager will circulate this to Members. Members are reminded that this correspondence needs to be stored confidentially.

22/0175.0 ITEMS FOR CONSIDERATION

22/0175.1 Asda Car Parking Restrictions

Following Asda's reply to the Town Council's letter expressing concern at the changes to parking times, it was **RESOLVED** to write to Asda with the following:

Cllr F Foster drafted a response regarding the communication sent from Asda to Mr Hosseini. The response should be as follows:

"Thank you for your communication of 17th October 2022.

The premise proposed in this communication namely that the signage should remain in place showing one and a half hours but that the actual allowed time is two hours is completely illogical and unacceptable.

It cannot be right that visitors Biggleswade, our residents and yes, Asda shoppers should be expected to rely on word-of-mouth or rumour to gain information about the length of time they can park without penalty.

The signage must be returned to showing a maximum allowed two hour parking time and any charges that have been levied on residents who parked for more than one and a half hours since the change was made must be refunded to them.

Cllr G Fage noted that the Council refer back to the original S106 agreement stating the parking parameters.”

This item needs to be carried to the next Council Agenda.

22/0175.2 **Bus Route Proposal**

The letter was drafted by a member of staff on behalf of the Town Clerk, it does not cover the key points that need to be made. Cllr M Russell requested that the Council agree that the Mayor and the Deputy Mayor with the Town Clerk get this letter to Central Bedfordshire Council as soon as possible.

The response was sent to CBC as follows:

“I am writing to express the Biggleswade Town Council’s disappointment and concern about the apparent lack of planning about bus routes in the town centre when the transport interchange at the station is implemented. The interchange has been planned for a significant length of time and is due to be completed by the end of March 2023. However, it has been made clear to the Town Council and the Joint Committee that bus circulation around the town centre has yet to be resolved.

In April, the Biggleswade Town Council submitted a proposal which would allow closure of the bus exit lane on the Market Square through providing bus stops on the High Street with layovers at the new interchange. It was hoped that our proposal would be considered alongside the interchange project as this would be mutually beneficial from a strategic and operational perspective. It is disappointing to discover that the proposal will not be considered as part of the delivery of the interchange although we understand that Galliford Try, the contractors delivering the interchange, are in discussions with the bus companies.

It is also disappointing that any consideration of bus circulation in the town will only be taken forward as part of the next financial year’s Highways Capital Programme, i.e. after April 2023.

The delivery of the interchange provides a significant opportunity to carry out a strategic review of the bus routes in our town, particularly in light of the changes to bus routes/timings given the move from Stagecoach to Grant Palmer.

Moreover, possible changes to routes and layovers would also allow the closure of the bus exit lane on the Market Square which, in turn, would impact the overall planning of the town centre including the layout of the Charter Market and the use of space for events.

The Biggleswade Town Council requests that a strategic plan for bus circulation in the town centre which would allow for the closure of the bus exit lane and proper use of the interchange is brought forward urgently and that the Town Council be part of that planning process.

At a wider strategic level, the Biggleswade Town Council would like to collaborate with Central Bedfordshire Council on place-shaping issues affecting our town. Local input can be positive in helping professional officers come to the optimum solution.

I look forward to hearing from you.”

22/0176.0 PLANNING APPLICATIONS

22/0176.1 CB/22/03911/FULL - 5 Mitchell Green, Biggleswade, SG18 8GS

Part double storey rear extension.

It was **RESOLVED** that the Town Council **OBJECTS** to this planning application and makes reference to the Biggleswade Neighbourhood Plan policy number BPD3: House Extensions 1. House extensions will be supported, providing: a. the extension does not dominate the original building in terms of height or massing; b. there is no significant loss of garden space and a functional garden space is maintained; c. any loss of on-plot parking spaces is replaced by spaces within or in immediate proximity to the site; d. there is no significant adverse impact on the amenities of adjacent properties; e. there is sufficient space separating adjacent properties to allow for essential maintenance to be undertaken.

22/0176.2 CB/22/03900/FULL - 12 Station Road, Biggleswade, SG18 8AL

Remove part of boundary brick wall to increase existing vehicular access and replace with a gate.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided that the neighbours are consulted and that any comments they make are considered by CBC in their deliberations.

22/0176.3 CB/22/03124/FULL - 57 Laburnham Road, Biggleswade, SG18 0NX

Proposed single storey side and rear extension, following demolition of existing conservatory. Erection of pergola to create outdoor seating area.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided that the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

22/0176.4 CB/22/03414/FULL - Fairfield Cottage, Fairfield Road, Biggleswade, SG18 0AA

New garage and store to replace a range of existing outbuildings and garages.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application provided that the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

22/0177.0 PLANNING APPLICATION OUTCOMES

This report was **NOTED**.

22/0178.0 ACCOUNTS

22/0178.1 Financial Administration

Members received and **APPROVED** the Accounts up to 30th September 2022 as follows:

- i. Detailed Balance Sheet to 30/09/2022.
- ii. Summary Income and Expenditure by Committee 30/09/2022.
- iii. Detailed Income and Expenditure by Committee 30/09/2022.
- iv. Lloyds Bank Payment listing 30/09/2022.

22/0179.0 ITEMS FOR INFORMATION

22/0179.1 Back Street and Station Road Interchange

No update has been received from Central Bedfordshire Council.

This item will be brought back to the next Council agenda.

22/0180.0 PUBLIC OPEN SESSION

No members of the public wished to speak.

22/0181.0 EXEMPT

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

There was no scheduled exempt items. Members requested one other business to be discussed under exempt.

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

Meeting closed at 7:24 pm

22/0182.0 EXEMPT

22/0182.1. Other Business

The Town Clerk & Chief Executive's annual performance review and objectives were discussed.

The Chairman ended the Meeting at 8:30 pm