



Ref: Agenda/Council-12/07/2022

7th July 2022

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the Council Meeting of Biggleswade Town Council that will take place on **Tuesday 12th July 2022** at the **Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at **7:00pm**, for the purpose of considering and recommending the business to be transacted as specified below.

Yours faithfully

A handwritten signature in black ink, appearing to read "Peter Tarrant".

Peter Tarrant
Town Clerk & Chief Executive

Distribution: All Town Councillors
Notice Boards
The Press

AGENDA

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATIONS OF INTEREST**

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

- a. Disclosable Pecuniary interests in any agenda item.
- b. Non-Pecuniary interests in any agenda item.

3. **TOWN MAYOR'S ANNOUNCEMENTS**

4. **PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the agenda.

Please register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_okGQhEkfTyS6ECxr_Uhvsg

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **one three-minute slot**.

5. **INVITED SPEAKER**

For Members to receive an oral update from Kathy Lewis, Preen, Biggleswade.

6. **MEMBERS QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. The Minutes of the Town Council Meeting held on **Tuesday 28th June 2022** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. **MATTERS ARISING**

- a. From the Minutes of the Town Council Meeting held on **Tuesday 28th June 2022** at the Office of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

9. **ITEMS FOR CONSIDERATION**

a. **Lost Child and Vulnerable Adult Policy**

For Members to receive and consider the Lost Child and Vulnerable Adult policy from the Head of Governance & Strategic Partnerships. This policy is used to inform the planning connected to major events.

b. **Resident Letter Connected to New Development**

For Members to receive and consider the attached correspondence regarding the new development.

c. **Banking Signatories**

For Members to receive and consider the Council Authorised Signatories report from the Town Clerk and Chief Executive.

d. **BTC Website**

For Members to receive and consider the written report from the HR & Administration Manager.

10. **PLANNING APPLICATIONS**

You can view details of applications and related documentation such as application forms, site plans, drawings, decision notices and other supporting documents for planning applications. Click on the hyperlink on the heading of each planning application listed below.

a. **CB/22/02446/FULL - 4 Presland Drive, Biggleswade, SG18 0FU**

Single storey rear extension. Loft conversion comprising single rear dormer and two pitched roofed dormers to the front elevation.

b. **CB/22/02472/FULL - 7 Bluebell Close, Biggleswade, SG18 8SL**

Loft conversion with rear dormer and front rooflights, and raising the existing ridge.

c. **CB/22/01870/FULL - 46 Furzenhall Road, Biggleswade, SG18 0ES**

Erection of 2m high fence to enclose front garden area.

d. **CB/22/02342/FULL - Land to the South of the Waste Transfer Site Cow Close, Biggleswade**

Development of a 24/7 'light-touch' temporary 'depot' to include a single-storey modular build office and welfare facility, a single storey store and workshop along with associated parking, refuse and service yard areas.

e. **CB//TCA/22/00346 - Ivel Mill, Mill Lane, Biggleswade, SG18 8AZ**

Works to trees within a Conservation Area: Raise crowns and thin by approximately 15% to Sycamore Trees (numbered 1 and 2). Fell and poison stump to Rowan Tree (numbered 3) . Reduce by approximately 10% and reshape crowns to Cherry Trees (numbered 4, 5 and 6).

11. PLANNING APPLICATION OUTCOMES

- a. A report of the Planning Application Outcomes (by exception applications only) as of 7th July 2022.

12. ITEMS FOR INFORMATION

a. **Allotment Policy and Terms of Conditions**

For Members to receive an oral update from the Head of Governance & Strategic Partnerships.

b. **Sustainable Transport Corridor**

For Members to receive an oral update from the Head of Governance & Strategic Partnerships and the Deputy Mayor.

c. **Biggleswade Twinning Association**

For Members to receive an oral update from the Head of Governance & Strategic Partnerships.

13. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Please register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_okGQhEkfTyS6ECxr_Uhvsg

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

14. **EXEMPT ITEMS**

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

(15a. Recreation Provision Update)

(15b. HR Update)

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



MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 28th JUNE 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
Cllr I Bond
Cllr F Foster
Cllr M Foster
Cllr M Knight
Cllr M North
Cllr R Pullinger
Cllr D Strachan
Cllr J Woodhead
Cllr C Thomas

Mr P Tarrant – Town Clerk & Chief Executive
Mr K Hosseini – Head of Governance & Strategic Partnerships
Mrs R Jandu – Senior Administrator
Mrs S van der Merwe – Deputy Administration & HR Manager

Members of the Public – 5

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.

22/0053.0 APOLOGIES FOR ABSENCE

Cllr D Albone, Cllr L Fage, Cllr H Ramsay.

ABSENT WITHOUT APOLOGIES

None.

22/0054.0 DECLARATIONS OF INTEREST

22/0054.1 Disclosable Pecuniary interests in any agenda item:

Cllr Bond - Item 11b – Planning Application for Shortmead Cottage. Cllr Bond will leave the Chamber for the duration of this item.

22/0054.2 Non-Pecuniary interests in any agenda item:

None.

22/0055.0 TOWN MAYOR'S ANNOUNCEMENTS

22/0055.1 Stratton Upper School Photography and Art Exhibition

Cllr G Fage and Cllr Russell attended the Stratton Upper School Photography and Art Exhibition on 23 June 2022 to view GCSE and A-level students' art. It was inspiring to see the hard work that students have put in over the last few years,' even more so due to students having to work through the COVID lockdown. The quality of what was produced was remarkable and Cllr G Fage wished all the students well in their future endeavours on behalf of the Town Council.

22/0055.2 Trains at Trinity Model Railway Exhibition

Cllr G Fage attended this bi-annual event on Saturday 25th June 2022 held at Trinity Methodist Church, this being the first occasion they had held this since the lockdown. It was an interesting morning meeting with exhibitors, some of whom had travelled a long way to attend. The event was well attended by residents from Biggleswade and the wider district.

22/0056.0 PUBLIC OPEN SESSION

22/0056.1 Mrs Carole Birtwhistle – Planning Application: Land West of Salcombe Close

Mrs Birtwhistle represents a collective of Maythorns residents concerned about this planning application. David Wilson Homes' planning application seeks to remove the mounds in the play area, however, she stated the mounds in the open space give cover for disruptive antisocial behaviours and it should be those mounds that are removed. The houses adjacent to the park on Sale Mews are within 2m of the play area and those homeowners have expressed concerns about the proposed lighting and how this will affect their use of their own gardens. CCTV was an original planning condition for consent to the development and this planning application seeks to remove that condition. Mrs Birtwhistle stated that residents have mixed views on the CCTV requirement, but they wish to understand why an original planning commitment the developer should have met is now proposed to be eliminated.

22/0057.0 INVITED SPEAKERS

22/0057.1 Bedfordshire Police Community Cohesion Team's PC Stephen Beer

PC Stephen Beer addressed the Town Council regarding crime statistics for the Biggleswade area for May 2022. There were 129 crimes reported in total, with hot spots on the high street and the immediate streets in the vicinity, London Road (towards the A1) and towards the B659. PC Beer advised there is a Biggleswade Police Team in the area, led by Sergeant Adam Sugden. There are 9 team members, made up of Constables and PCSO's focused on Biggleswade.

PC Beer recommended a Neighbourhood Watch team if not already in place and engagement with residents to continue to report any criminal activity to them.

Cllr Knight discussed a recent incident where a publican had provided CCTV footage to Bedfordshire Police and the Town Council had contacted its own CCTV provider to provide supporting footage. Cllr Knight understands that no request has

been made of the Town Council's CCTV provider and no progress has been made on catching the perpetrator. PC Steven Beer agreed to follow up to ensure the evidence is gathered.

22/0058.0 **MEMBERS' QUESTIONS**

None.

22/0059.0 **MINUTES AND RECOMMENDATIONS OF MEETINGS**

22/0059.1 From the Minutes of the **Town Council Meeting of Tuesday 14th June 2022** held at 7:00 pm in the Town Council Offices at The Old Court House, Biggleswade, SG18 8DL.

22/0052.1 – Internal Auditor Report

Amend the wording to reflect that this item relates to a tender for Internal Auditors as follows:

“The Report on appointment of internal auditors would be discussed at a future Council meeting with the additional information requested.”

22/0049.6 – The Garden Communities Project Board:

Amend the first paragraph to read: “Members received a presentation on the progress of the Garden Communities Project Board and future plans.”

Subject to the above changes the Minutes were **APPROVED** as an accurate record of the Meeting from 14th June 2022.

22/0059.2 The Minutes of the Town Centre Management Committee Meeting held on **Tuesday 17th May 2022** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Cllr Knight had no comment on the Minutes.

22/0059.3 The Minutes of the Biggleswade Joint Committee Meeting held on **Tuesday 21st April 2022** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Cllr Russell commented there were actions recorded in the Minutes, namely information to be sent from CBC to the Town Council, which has not yet been sent.

22/0060.0 **MATTERS ARISING**

22/0060.1 Cllr Bond asked for an update on the Town Council's application for a premises licence.

Mr Lord advised he has been corresponding with Officers at Central Bedfordshire Council in relation not the non-rateable value of the premises. The initial application fee will be £100, with an annual fee of £70. Mr Lord is being supported by a staging company who has made several of the same type of applications recently, which is a very detailed process.

Cllr Pullinger asked for clarification of whether this will include an alcohol licence as well as an entertainment licence – Mr Lord confirmed this is being explored.

22/0061.0 ACCOUNTS

22/0061.1 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 related to part of the Auditor’s Report relating to a personnel matter.

Members of staff and attendees re-entered the Chamber once the discussion under exempt was completed.

22/0061.2 Internal Audit – Final Report 2021 – 2022

Cllr Pullinger noted that bullet point 4 on page 32 is not considered “quarterly”.

Subject to the amendment above, it was **RESOLVED** to **NOTE** the Internal Audit for 2021/2022.

22/0061.3 Accounts & AGAR for the year ended 31st March 2022

- i. Members **APPROVED** and **ADOPTED** the Annual Governance Statement of the Annual Return for the year ending 2021/2022.
- ii. Members **APPROVED** and **ADOPTED** the Accounts and Statement of Accounts contained in the Annual Return for 2021/2022.

The electoral rights of inspection of accounts will begin on Friday 1st July 2022 and end on Thursday 11th August 2022 consistent with Sections 25 to 27 of the Local Audit and Accountabilities Act 2014. Public Notices will be issued on 29th June.

All financial documentation will be forwarded to Mazars (the Council’s External Auditor) by Thursday 30th June 2022.

22/0061.4 Financial Administration

- i. Detailed Balance Sheet to April 2022.
- ii. Summary Income and Expenditure by Committee 30th April 2022.
- iii. Detailed Income and Expenditure by Committee 30th April 2022.
- iv. Lloyds Bank Payment listings April 2022.

It was **RESOLVED** that the Town Council **ADOPTS** the Accounts as set out.

22/0062.0 ITEMS FOR CONSIDERATION

22/0062.1 Central Bedfordshire Consultations

Members **NOTED** the consultations relating to:

- Electric Vehicle Charging: Guidance for New Developments Supplementary Planning Document (SPD)
- Developing in the Forest of Marston Vale: Design Guidance SPD

Cllr Russell pointed out that the Electric Vehicle Charging consultation sets out the percentage electric charging points needed and that it would be important to consider in all future planning applications.

Cllr M Foster said Central Bedfordshire Council should have a policy so that it is clear about what is required and developers should know what is required. Cllr M Foster encouraged Members to respond individually to this Consultation with any opinions.

It was **RESOLVED** that the Town Council respond to Central Bedfordshire Council in support of the Electric Vehicle Charging guidance as it is drafted.

22/0062.2 Proposed Diversion of Footpath 12

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this proposed diversion to Footpath 12.

22/0064.0 PLANNING APPLICATIONS

22/0064.1 CB/22/01990/FULL - Land west of Salcombe Close, Biggleswade

Flatten the existing mounds in the play area, install lighting columns and improve the perimeter fence.

Members noted that there is a lack of information on the website relating to sizing of various elements of the design and elevations on the plans.

The Town Council wishes to arrange a meeting with residents, representatives from the Developer and Bedfordshire Police to discuss all the concerns.

It was **RESOLVED** that the Town Council would like to submit a holding objection to this planning application pending provision of the following information: 1) further information is required on the sizing of mounds and proposed elevations in the play area; 2) the potential effect of the proposed lighting on the existing neighbours on Sale Mews; and 3) information on why the removal of CCTV is not under a separate variation to conditions.

Cllr Bond, having previously declared a pecuniary interest in the following matter, left the Chamber at this point.

22/0064.2 CB/22/01860/FULL - Shortmead Cottage, Shortmead Lane, Biggleswade, SG18 0FG

Erection of new dwelling with a detached annexe.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning application.

Cllr Bond returned to the Chamber at this point to continue with the Town Council business.

22/0064.3 CB/22/02317/FULL - 14 South View, Biggleswade, SG18 8BZ

Proposed single storey rear extension, replacing conservatory on the back of an existing extension.

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

22/0064.4 CB/22/02057/FULL - 135 London Road, Biggleswade, SG18 8EF

Single storey rear extension, garage conversion with front bay window and front canopy.

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

22/0064.5 CB/TRE/22/00311 - Fairfield Recreation Ground, Fairfield Road, Access to Biggleswade Common, Biggleswade

Works to trees protected by a Tree Preservation Order: MB/TPO/02/00005 (G3) Trim Lime trees x 4 in order to maintain agricultural vehicular access.

The tree works application is **NOTED**.

22/0064.6 CB/TRE/22/00304 - 1 The Close, Biggleswade, SG18 0AT

Works to trees protected by a Tree Preservation Order in a conservation area: (MB/88/00004/G2) - Crown reduction for two Yew Trees (T1 & T2) and crown reduction for one Lime Tree (T3).

The tree works application is **NOTED**.

22/0064.7 CB/22/01960/FULL – St. Andrews Close, Biggleswade, SG18 8BB

Single storey rear, side, and front extensions and first floor front extension. Demolish existing conservatory.

Previous application 22/01960/FULL - Single storey rear and side extension and first floor front extension. Application withdrawn 12/05/2022.

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

22/0065.0 PLANNING APPEAL

22/0065.1 CB/MWE/21/0510 – Appeal: Warren Villas Quarry, New Road, Sandy

Non-compliance with planning permission no. CB/11/01376/MW (Condition 17 restoration).

This planning appeal was **NOTED**.

22/0066.0 PLANNING APPLICATION OUTCOMES

This report was **NOTED**.

Cllr Knight expressed his disappointment that planning application CB/22/00623/FULL for 3 Parry Rise was approved, despite the Town Council's objection.

Cllr Fage asked Cllr Mark Foster and Cllr Bond to follow up on planning application CB/21/05233/FULL for 19A High Street since building works appear to be ongoing for a takeaway venue.

22/0067.0 ITEMS FOR INFORMATION

22/0067.1 Central Bedfordshire Council Street Trading Policy

Cllr Knight requested Officers provide the CBC Street Trading Policy with any future applications brought to the Town Council to help inform decisions. Cllr Knight requested this be included in the Town Council's information resource files.

22/0068.0 PUBLIC OPEN SESSION

22/0068.1 Ms Rhiannon Barrow – Request to extend the Community Garden at Chestnut Avenue Car Park

Ms Barrow is in contact with the owner of the land where flowers are currently grown and proposes growing vegetables on the opposite side of the car park to support the community and community food banks. Cllr Russell requested a formal agreement be put in place to facilitate future dealings related to this initiative. Cllr Fage recommended Ms Barrow liaise with Cllr North and Cllr to help progress this.

22/0069.0 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.

(Orchard Centre)
(Biggleswade Levelling Up Fund)
(HR Update)

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.

22/0070.0 EXEMPT

22/0070.1 Orchard Centre

The Town Clerk & Chief Executive and the Place Shaping Manager introduced the Orchard Community Centre Operational Model Review Report. The Place Shaping Manager was thanked for the work completed on this report.

It was suggested that a CCTV Policy is created and that the Data Protection Officer at the Council know how to use the CCTV equipment.

Members **AGREED** to Officers commissioning the Acuity Scheduling system.

Members supported Operating Model 1 and wished for this to be presented at a future Council meeting with further details including insurance, potential suppliers and quotes. Members **RESOLVED** to defer recommendations 4, 5, 7, 9,10 to a future Council meeting where Operating Model 1 would be discussed in further detail.

It was **AGREED** that the Orchard Community Centre staff and customers should be consulted once a decision by Council has been reached.

22/0070.2 Biggleswade Levelling Up Fund

The presentation provided by Officers of Central Bedfordshire Council was **NOTED**.

It was **RESOLVED** to write a letter to Ingrid Hooley at Central Bedfordshire Council stating that the Town Council supports the proposals put forward.

22/0070.3 HR Update

The Town Clerk updated Members on Staff HR matters.

The Chairman ended the Meeting at 8:35pm

LOST & FOUND CHILDREN AND VULNERABLE ADULTS POLICY

JULY 2022



BIGGLESWADE TOWN COUNCIL
LOST & FOUND CHILDREN AND VULNERABLE ADULTS POLICY

This policy mandates the appropriate safe guarding training for all BTC Officers.

Lost and found children and vulnerable adults are the responsibility of all staff and should be reported immediately to Biggleswade Town Council (BTC) management as a priority. BTC staff should be clearly identifiable using their Council ID, lanyards and hi-vis jackets. When escorting lost children and vulnerable adults it is essential to have two members of staff present. Good practice is for staff to be of mixed genders.

A **vulnerable adult** is anyone over the age of 18 years old who may be unable to protect themselves from abuse, harm or exploitation. This may be as a result of illness, age, mental illness, disabilities or other forms of physical or mental impairment including those not immediately visible.

Lost & Found Child/Vulnerable Adult Procedure

A **lost child/vulnerable adult** is classified as where you **have** the parent / carer / guardian (reporting adult) but the child/vulnerable adult is **missing**.

Please follow this procedure:

1. If an adult approaches about their lost child/vulnerable adult, act calmly and reassure them. Immediately inform all BTC staff, giving the first name only. Ask the reporting adult for a detailed description/photograph of the child/vulnerable adult with the name and relationship to child/vulnerable adult and communicate this to BTC staff. If all staff have provided confirmation of no sighting, contact the Police. In an event scenario also contact the first aid team. If the child/vulnerable adult is not found after 30 minutes, Police once present will then become the lead officers.
2. In the event that the reporting adult wants to search for their child please request that they stay with you. Explain that there are staff on the ground looking for the lost child/vulnerable adult and that it is important to get as much information as possible from them.
3. Once a child/vulnerable adult has been reunited with the reporting adult, BTC management should notify all relevant personnel. **In the event of a child/vulnerable adult appearing reluctant to be handed over to the reporting adult, Police support should be requested and BTC staff should remain present until the Police arrive.**

A **found child/vulnerable adult** is where you **have** the child/vulnerable adult but **not** the parent/carer/guardian (responsible adult).

Please follow this procedure:

1. If a child/vulnerable adult approaches you saying that they are lost they will often be too distressed or too young to give you clear details, act calmly and try to reassure them.

Immediately inform all BTC staff that we have a found child/vulnerable adult. If possible ask the child/vulnerable adult their name and age and where they last saw the person that they were with and who that person was.

2. In the event that the child/vulnerable adult wants to go and search for their responsible adult, please request that they stay with you. Explain that there are staff on the ground looking for their responsible adult and that it is important they stay put. In an event scenario, staff must use the public address system (at 5 minute intervals) to invite the named adult to visit the BTC desk.
3. Once a child/vulnerable adult has been reunited with their responsible adult, BTC management should notify all relevant personnel. **In the event of a child/vulnerable adult appearing reluctant to be handed over to the responsible adult, Police support should be requested immediately.**
4. If the responsible adult is not found after 30 minutes then Police once present, will become lead officers.

BIGGLESWADE TOWN COUNCIL
THE OLD COURT HOUSE
11 SAFFRON ROAD
BIGGLESWADE
SG18 8DL

Date: 3RD JULY 2022

To whom it may concern

I am writing on behalf of all the residents who live at xxxxx Drive, Biggleswade xxx, to inform you of the dreadful health and environmental issues that we are suffering from and which we believe is all down to the new development (Orchard Close) that is being built by xxxxx on the land adjoining our homes.

This letter is a petition that we are sending to all services/business/agencies that are either involved or who we feel should be involved in the action of listening to our concerns and putting some measures into place to ensure that our lives are not continually degraded the way they are at the moment.

The development (Orchard Close) started approximately two years ago and though we have been promised it would not affect us, it definitely has and we are still suffering and yet no one is taking any notice or responsibility for what is happening.

Since the start of the development (approximately 2 years ago) , the amount of noise and dust being generated became so intolerable, I and another resident went to speak to the site manager, this resulted in the site manager agreeing to have water used to help keep the dust down. This process was started however they only dispersed water over the roads that had been tarmacked, when I informed them that this was not helping as the most dust was being created from the vehicles going up and down on the dirt tracks, I was informed that the bowser they use could not be used off road and nothing more was done or offered leaving at least 50% of the street that was still being badly affected by the dust clouds being thrown up by the vehicles.

I went again to speak to the site manager and was told that a fence would be put up between our homes and the new site, however I was informed they first had to move the overhead wires to be underground. After waiting patiently for this to be done, I went to ask for an update, I was informed it would be late January or early February 2022. Once again this did not happen and I contact xxx, xxxxx to express our concerns to him, he was not very helpful and just said it would be done when they could.

By this time I was feeling that no one listening and they were not going to put up the fence as promised, I contacted xxx, Independent Councilor, who contacted the developers on our behalf and she was informed the fence would be erected by 13th June, however this still has not been actioned.

As a group of residents this is most distressing and we would like to take this opportunity to outline the various issues – both health and environmental – that we have been dealing with.

Health issues:- There are several residents who are experiencing breathing difficulties, one resident was so unwell due to his breathing problem he had to go to hospital, an elderly lady resident passed away at home about 18

months ago, we were aware she had been complaining of breathing difficulties. Most residents are unable to go out into their garden without using a mask as the dust that is constantly created is making them cough, and have to use medication for this now on regular basis.

We would like someone independent to be asked to come and measure the amount of dust that is being distributed and look at how this may be affecting our health.

Environmental issues:- The constant dust and noise created by the site development has resulted in our contacting the site manager on many occasions over the last 18 months yet nothing has changed. During one meeting we were promised that a fence would be erected to help with the dust and noise, though we were promised this nothing has been acted on and when we have contacted for updates we are given excuse after excuse, and now – 18 months later- we still have had no fence put up.

In order for the site to be levelled, dumper trucks are being used, these are starting at 7am (we have video evidence of this) till 5pm. One vehicle constantly emits a loud beeping sound and the work force are also relieving themselves out in the open where we can clearly see them.

We were informed that the site would regularly water the roads to help keep down the dust but we have had to chase this up and though, once again this was promised, this action has only very recently been started (on the tarmacked area only).

The dumper trucks seem to move earth around from one place to another yet they then come back and put the earth back from where they originally moved it from – there is no logic to this and it appears that this activity is just to keep the workmen on site and getting paid rather than actually being needed in the development of the site.

The work men also put on their radios at full volume, this has an impact on all the residents as it is bad enough that we have to hear the vehicles and work activities without having to listen to someone else's choice of music.

Each time the caterpillar passes the bottom of the gardens we are feeling vibrations throughout our properties to such an extent that the pictures move on the walls, you feel the vibrations if you are in bed or sitting on the sofa and you can feel it through the floor when walking around in our homes. We have also noticed cracks appearing in the outside render of our homes which is very worrying.

The dust is so bad that the cars and the homes are covered, several residents have to rinse off their cars every day, and especially before they are washed to prevent further damage (such as scratches to the paint work), and those that have decks have to sweep them constantly to stop the dust from being pick up on the bottom of shoes and being tracked into the house. Due to the dust that clings to the outside of the homes, it makes the properties look dirty and uncared for and the windows are constantly grubby looking, not all are fit enough to wash windows every day and it is extremely frustrating when you are trying to take care and take pride in your home.

Since the start of the new devolvement, we have now noticed a great difference in the lands ability to soak away the rain, we have had several floods in our gardens which has never been a problem previously.

The streets residents are mostly elderly and retired individuals, the residents have (up till now) enjoyed peace and quiet and able to enjoy their gardens at any time of the day. We are now all having to put up with continual noise, we can no longer sit and enjoyed our gardens and when we do go out in our own gardens, we have to wear masks due to the constant drift of dust from the site. Not only have we lost our countryside view to the new houses that are being built, but we are a now prisoner in our own homes during the process.

At the present time, we are still having to put up with clouds of dust and constant noise, the land that backs on to our gardens has been raised by at least 4 ft and we have been told a soak away has been put in to help – however we do not think this will work due the way it has been constructed. The fence that has been promised will now ether go in the gully between the gardens and the height of the new road – or put on the edge of that road but will

run the risk of it being able to slip over and cause damage to our gardens. When asked why the road had been made so much higher we were told this was because they could not afford to take away the soil that has been removed to build the houses so it has been spread over the road area – hence the new height between our gardens and the road.

We would like an independent person to view the way the new road has been constructed (the difference in height) and to ensure the soak away that has been constructed will be sufficient to stop our gardens and homes from being flooded and to explain where and when the fence will be erected. We would also like to ensure the developers are not breaking any development policies with the way in which they are completing the site. In regards to the removal of the earth that had to be dug out – were there removal plans for this in the original outline of the request to build?

We would like someone to take responsibility, someone to come and speak to each of us, to see how we are having to live, to listen to our voices and our concerns and someone to actually help to make this unacceptable situation at least tolerable.

Please see attached the petition that has been signed by the residents.

Petition not attached due to GDPR

BIGGLESWADE TOWN COUNCIL
Full Council 12th July 2022
Council Authorised Signatories

Implications of Recommendations

Corporate Strategy: This report refers to the 'Corporate Aspirations for Biggleswade 2021-2025' document specifically the undertaking to 'Implement the recommendations of the recently completed fundamental review of the finance function.'

Finance: The report seeks to define those Members and Officers who are authorised to agree expenditure and release online payments.

Equality: The Council pays due regard to all equality legislation.

Environment: The Council pays due regard to all environment legislation.

Community Safety: Not applicable.

Background

The nature of Town Councils means that a change of key participatory figures is an unavoidable fact. Members will take on different roles and responsibilities however it is fundamental to good governance that there is certainty and an approved protocol for ensuring that the Council meets its financial obligations. This Motion seeks to provide that certainty.

It is a requirement of the Financial Regulations of the Council that some Members are authorised signatories for the Council's bank accounts. Members' authorisation is an essential element in the toolkit that Officers employ to mitigate financial risk to the Council. The recommendation encompasses those Members who hold the predominant civic leadership roles, those who hold the Finance Portfolio and importantly those Members who have significant prior experience of the role. The potential to have seven Member signatories gives greater capacity to absorb the volume of work which can be significant.

It should be noted that Members resolved that Officers would engage Unity Trust Bank as the Town Council's approved bankers on 24th May 2022 – minute reference 22/0030.2 and that Members approved the Unity Bank BACS Payment Process - Multi Factor Authentication on 5th July 2022.

Recommendation

The recommendation is that Councilors resolve to approve the Motion that the banking signatories for Biggleswade Town Council be:

Members from a functional lead perspective:

the Chair (Mayor)

Chairman of Finance and General Purposes Committee

Vice-Chairman of Finance and General Purposes Committee

Members from a capacity/experience perspective:

Cllr Hazel Ramsey

Cllr Ian Bond

Cllr Michael North

Cllr Frank Foster

Officers:

Town Clerk and RFO

Head of Governance & Strategic Partnerships

Peter Tarrant

Town Clerk & Chief Executive

BIGGLESWADE TOWN COUNCIL
Full Council Meeting 12th July 2022
BTC Website

Implications of Recommendations

Corporate Strategy: None.

Finance: To spend an additional £1,214 to complete the remaining website work in this financial year.

Equality: None.

Environment: None.

Community Safety: None.

Background

The Town Council published a more modern, accessible and user-friendly website in April 2021. The published website included clearer, and more detailed, information in relation to the Town Council's services, meetings and more. There were further requested works to the website that were to be undertaken beyond April 2021, and a list of work outstanding is detailed below.

A website update was presented to the Finance & General Purposes meeting on the 15th March 2022. Members asked for the following:

- To understand the level of traffic the website was getting and to learn of the most and least popular pages on the website. This would help the Council understand what pages to spend greater resources updating and providing additional information.
- That the website is kept up-to-date, particularly by uploading the minutes of Council and Committee meetings once approved.
- To understand the cost in ongoing support from Tim's Digital and any other costs of completing the remaining website work.

Introduction

The report includes four appendices which summarises the website analytics for the month of May 2022 and the month of June 2022. On learning that the A1 Retail Park page is the most visited page, further information on the shops available there along with additional pictures were added to this page. Further pictures of the Market were also added to the Market page.

The website continues to be updated with the latest news. An additional page, titled 'The Mayor's News and Events', has been added to showcase the work that the Mayor undertakes in the community.

The website continues to be kept up-to-date, including uploading the minutes of Council and Committee meetings once approved.

The Tennis Courts page now has an online tennis courts booking form.

Costings

The monies paid previously to Tim's Digital for completing the remaining phases of the website have now been spent on completing the majority of the website work. Therefore, to complete the remaining website work then, these additional costs will need Council approval.

The ongoing cost for Tim's Digital is £97 per month excluding VAT for VPS Hosting and managed updates. The update summary below details the estimated cost of completing the rest of the work which totals £1,975. The website budget has £2k set aside for this financial year of which £366 has already been spent.

Completing the remaining website work and paying ongoing costs to Tim's Digital would total £3,214 meaning we would overspend by £1,214 in this financial year.

Recommendation

For Members to approve the additional cost of £1,214 for completing the remainder of the website work.

Helen Calvert
Administration & HR Manager

Update Summary

Remaining website work

Title	Detail	Comments	Estimated cost to complete
Allotments	Allow allotment tenants to pay online for their allotment plot and issue an automatically generated receipt.		£225 plus VAT.
Cemeteries	Allow for funeral directors to submit their interment forms online, make payment and receive an automatic receipt.		Cost estimated to be in the region of £225 plus VAT.
Cemeteries	Allow members of the public to apply for and pay for a burial plot/plots on our website. Check postcode and upload documents of proof of address.		Cost estimated to be in the region of £225 plus VAT.
Car Parking Permits	Allow members of the public to apply and pay for a change of vehicle online. This would require approval from a member of the admin team before a parking permit could be issued.	Once approved, this work can be completed within one week.	£285 plus VAT.

Title	Detail	Comments	Estimated cost to complete
Events	To list future events in a calendar form. To list Town Council events as well as other events in Biggleswade.	Once approved, this work can be completed within two weeks.	£540 plus VAT.
Market Stall Changes	To allow for members of the public to book and pay for a market stall.	Pending requirements confirmation.	Cost estimated to be in the region of £225 plus VAT.
Football Pitch Calendar	To allow members of the public to book the football pitches online.	Football pitch bookings will in future be made using the Acuity booking system (the same as the Orchard Community Centre bookings) and so will require no further cost from Tim's Digital. A link will be added to the website for the public to book once the Acuity system has been set up.	No cost.
Update payments process	Update all payment forms to go to accounts@biggleswadetowncouncil.gov.uk in addition to enquiries@biggleswadetowncouncil.gov.uk	Once approved, this work can be completed within one week.	£20 plus VAT.

Update Memorial form	Add additional checkbox and open text fields for memorial masons to add sizing of the memorial when applying for a permit.	Once approved, this work can be completed within one week.	£115 plus VAT.
Memorial Form Receipt	Send memorial masons a confirmation about a memorial application with unique reference number.	Once approved, this work can be completed within one week.	£115 plus VAT.
Total cost			£1,975



Appendix A

Biggleswade Town Council

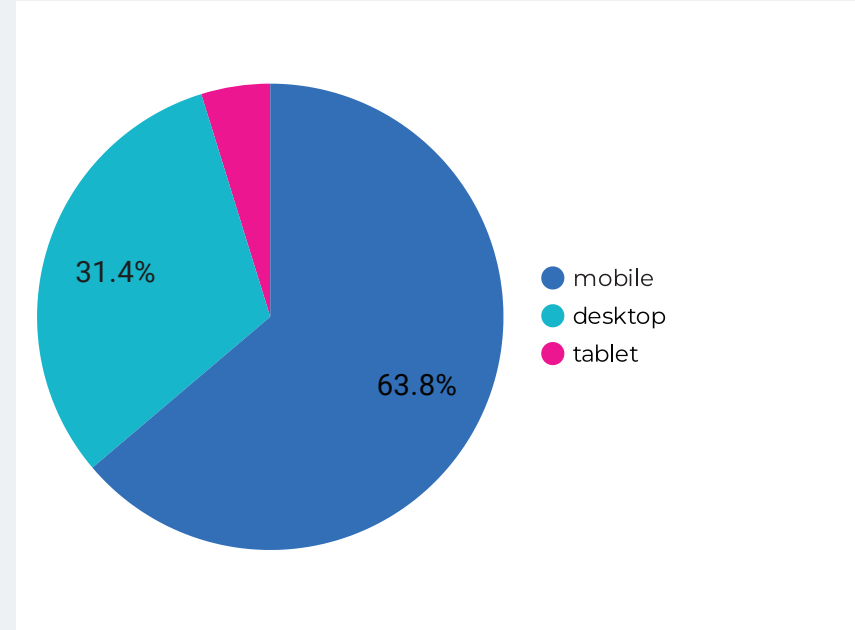
Website Performance

May 1, 2022 - May 31, 2022

Website Page Visits

	Website page	Views ▾	% Δ	Time on page (seconds)	% Δ
1.	/	1,815	16.9% ↑	13.1	11.8% ↑
2.	/a1-retail-park/	704	10.3% ↑	12.7	-18.4% ↓
3.	/vacancies/	596	554.9% ↑	15.7	-5.1% ↓
4.	/services/car-parks/	400	-24.8% ↓	26.5	-3.3% ↓
5.	/councillors/	248	68.7% ↑	60.8	35.2% ↑
6.	/meetings-calendar/	211	25.6% ↑	26.4	41.7% ↑
7.	/contact/	206	21.9% ↑	33.6	57.6% ↑
8.	/services/markets/	190	20.3% ↑	24.8	-12.9% ↓
9.	/meetings-list/	181	24.8% ↑	14.4	-9.3% ↓
10.	/services/orchard-centre-bigg...	178	-4.3% ↓	34.8	-7.5% ↓
11.	/biggleswade-community-ca...	170	132.9% ↑	19.1	82.6% ↑
12.	/about-the-council/council-st...	169	6.3% ↑	43.7	0.9% ↑
13.	/events/	155	84.5% ↑	19.6	9.9% ↑
14.	/category/news/	147	61.5% ↑	12.2	-4.9% ↓
15.	/mayor-of-biggleswade/	146	711.1% ↑	26.0	-15.4% ↓
16.	/services/grants/	142	1,928.6% ↑	24.6	-5.4% ↓
17.	/about-the-council/	131	28.4% ↑	12.5	19.3% ↑
18.	/queens-jubilee-events/	102	-	41.1	-
19.	/services/car-parks-2/	96	50.0% ↑	19.9	-35.5% ↓
20.	/queens-platinum-jubilee-str...	92	338.1% ↑	21.9	55.2% ↑
	Grand total	8,315	32.1% ↑	21.4	2.0% ↑

Devices Used



Sources of Visits

	User source	Sessions ▾
1.	google	2,861
2.	(direct)	840
3.	m.facebook.com	230
4.	bing	192
5.	lm.facebook.com	154
6.	yahoo	47
7.	l.facebook.com	31
8.	duckduckgo	30
	Grand total	4,481



Appendix B

Biggleswade Town Council

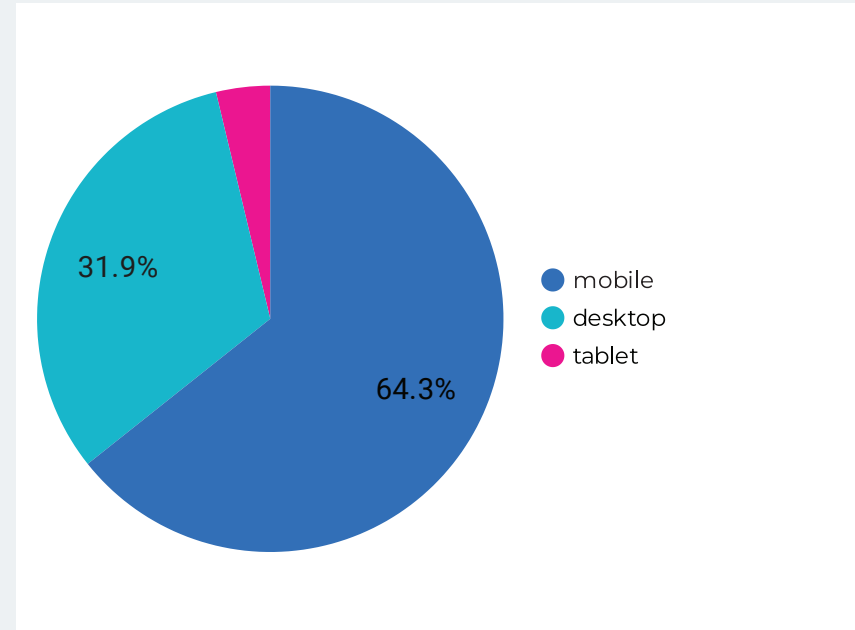
Website Performance

Jun 1, 2022 - Jun 30, 2022

Website Page Visits

	Website page	Views ▾	% Δ	Time on page (seconds)	% Δ
1.	/	1,927	7.5% ↑	14.0	6.7% ↑
2.	/a1-retail-park/	600	-10.8% ↓	17.7	39.8% ↑
3.	/biggleswade-community-ca...	586	255.2% ↑	18.8	-0.3% ↓
4.	/services/car-parks/	338	-12.0% ↓	24.2	-6.1% ↓
5.	/public-works-loan-public-co...	282	-	28.0	-
6.	/meetings-calendar/	259	24.5% ↑	18.3	-29.9% ↓
7.	/councillors/	200	-19.0% ↓	44.9	-26.5% ↓
8.	/events/	189	21.9% ↑	21.4	9.5% ↑
9.	/category/news/	185	25.9% ↑	15.2	24.5% ↑
10.	/vacancies/	185	-69.0% ↓	21.9	39.5% ↑
11.	/services/orchard-centre-bigg...	179	2.9% ↑	38.3	9.8% ↑
12.	/services/markets/	171	-8.6% ↓	30.8	23.3% ↑
13.	/contact/	154	-21.0% ↓	30.9	-12.3% ↓
14.	/about-the-council/council-st...	153	-9.5% ↓	48.7	11.5% ↑
15.	/meetings-list/	129	-28.7% ↓	12.1	-15.9% ↓
16.	/mayor-of-biggleswade/	112	-23.3% ↓	16.4	-36.9% ↓
17.	/about-the-council/	109	-16.2% ↓	26.4	110.7% ↑
18.	/trains-at-trinity-2022-biggles...	107	1,088.9% ↑	20.8	28.0% ↑
19.	/queens-jubilee-events/	100	-2.0% ↓	11.2	-72.8% ↓
20.	/the-mayors-news-events-2/	93	24.0% ↑	9.4	-39.6% ↓
	Grand total	8,775	7.3% ↑	22.0	2.6% ↑

Devices Used



Sources of Visits

	User source	Sessions ▾
1.	google	2,953
2.	(direct)	1,133
3.	bing	275
4.	m.facebook.com	113
5.	yahoo	75
	Grand total	4,886



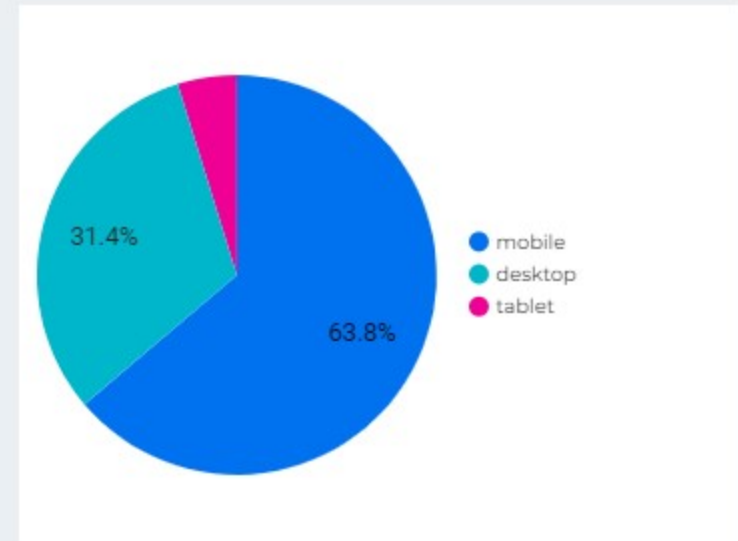
Biggleswade Town Council Website Performance

May 1, 2022 - May 31, 2022

Website Page Visits

Website page	Views	% Δ	Time on page (seconds)	% Δ
101. /markets/	5	-50.0% ↓	14.6	-36.8% ↓
10... /meetings/annual-assembly/a...	5	-86.1% ↓	9.8	126.2% ↑
10... /meetings/finance-and-gener...	5	-50.0% ↓	2.8	-15.2% ↓
10... /meetings/joint-committee/bi...	5	-	5.0	-
10... /meetings/public-land-and-o...	5	400.0% ↑	14.2	136.7% ↑
10... /update-from-the-police-and-...	5	0.0%	15.6	6.8% ↑
10... /accessibility-statement/	4	33.3% ↑	39.8	171.0% ↑
10... /biggleswade-substation/	4	100.0% ↑	1.0	-85.7% ↓
10... /brcc-social-prescribing-servi...	4	-	5.5	-
110. /category/mayor/	4	-	15.3	-
111. /council-and-committee-mee...	4	100.0% ↑	4.8	-87.5% ↓
112. /elementor-9611/	4	-	7.3	-
113. /meetings/finance-and-gener...	4	300.0% ↑	3.3	-35.0% ↓
114. /meetings/full-council/council...	4	300.0% ↑	4.0	-87.1% ↓
115. /meetings/full-council/council...	4	-	1.8	-
116. /meetings/joint-committee/bi...	4	-	3.5	-
117. /meetings/town-centre-mana...	4	0.0%	12.3	390.0% ↑
118. /privacy-statement/	4	100.0% ↑	7.5	400.0% ↑
119. /services/cemeteries/memori...	4	-	1.5	-
12... /Biggleswade-TC/UserFiles/l...	3	-	1.7	-
Grand total	8,315	32.1% ↑	21.4	2.0% ↑

Devices Used



Sources of Visits

User source	Sessions
1. google	2,861
2. (direct)	840
3. m.facebook.com	230
4. bing	192
5. lm.facebook.com	154
Grand total	4,446



Biggleswade Town Council Website Performance

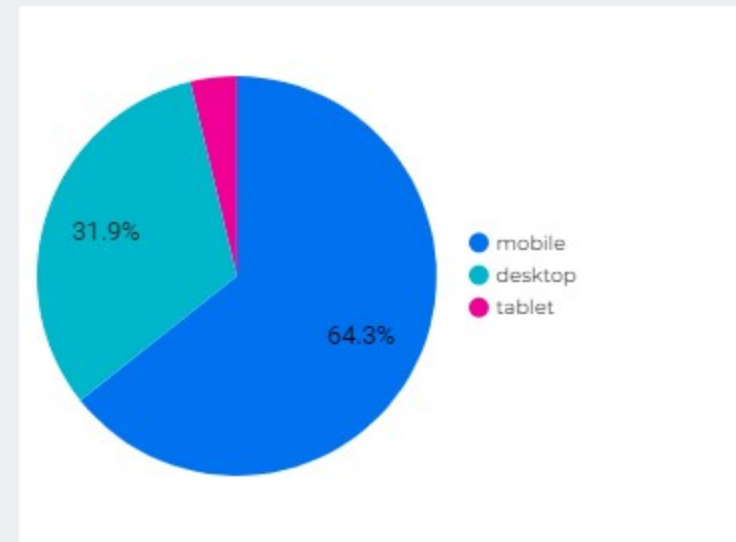
Jun 1, 2022 - Jun 30, 2022

Website Page Visits

	Website page	Views	% Δ	Time on page (seconds)	% Δ
81.	/category/news/page/2/	12	300.0% ↑	13.1	-45.5% ↓
82.	/rapid-covid-19-tests-in-biggle...	12	-63.6% ↓	10.7	-46.4% ↓
83.	/services/cemeteries/memori...	12	-	47.0	-
84.	/community-engagement-gr...	11	22.2% ↑	40.8	-12.7% ↓
85.	/page/2/	11	-15.4% ↓	20.3	-21.3% ↓
86.	/purchase-a-plot-in-stratton-...	11	1,000.0% ↑	78.9	-13.3% ↓
87.	/services/food-waste/	11	0.0%	18.7	-2.4% ↓
88.	/anniversary-of-the-queens-a...	10	-37.5% ↓	5.1	27.5% ↑
89.	/support-the-mayors-charity-f...	10	-	97.4	-
90.	/biggleswade-town-council-p...	9	-18.2% ↓	27.8	-15.6% ↓
91.	/category/news/community/	9	80.0% ↑	13.3	-51.7% ↓
92.	/mayors-charity-fund/	9	50.0% ↑	18.1	20.7% ↑
93.	/services/biggleswade-comm...	9	-40.0% ↓	21.4	-21.0% ↓
94.	/town-twinning/	9	-10.0% ↓	44.0	-62.8% ↓
95.	/Biggleswade-TC/Default.aspx	8	300.0% ↑	8.6	475.0% ↑
96.	/about-the-council/biggleswa...	8	100.0% ↑	5.0	-39.4% ↓
97.	/meetings/full-council/full-co...	8	-50.0% ↓	10.0	79.8% ↑
98.	/meetings/public-land-and-o...	8	60.0% ↑	9.3	-34.9% ↓
99.	/new-parking-regulations-apr...	8	60.0% ↑	17.3	12.0% ↑
10...	/orchard-community-centre-i...	8	700.0% ↑	17.0	21.4% ↑
	Grand total	8,775	7.3% ↑	22.0	2.6% ↑

81 - 100 / 237 < >

Devices Used



Sources of Visits

	User source	Sessions
1.	google	2,953
2.	(direct)	1,133
3.	bing	275
4.	m.facebook.com	113
5.	yahoo	75
	Grand total	4,886

1 - 5 / 29 < >

Development Management

Central Bedfordshire Council

Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ
www.centralbedfordshire.gov.uk



Mr Peter Tarrant
Clerk to Biggleswade Town Council
The Old Court House
4 Saffron Road
Biggleswade
Beds
SG18 8DL

Contact Joanna Baker
Direct Dial 0300 300 6990
Email planning@centralbedfordshire.gov.uk
Your Ref
Date 05 July 2022

Dear Mr Tarrant,

Application No: CB/TCA/22/00346

Proposal: Works to trees within a Conservation Area: Raise crowns and thin by approximately 15% to Sycamore Trees (numbered 1 and 2). Fell and poison stump to Rowan Tree (numbered 3) . Reduce by approximately 10% and reshape crowns to Cherry Trees (numbered 4, 5 and 6).

Location: Ivel Mill, Mill Lane, Biggleswade, SG18 8AZ.

I have received an application to carry out work to tree(s) at the above property which is within the **Biggleswade Conservation Area**. You can view the application details and documents on our website by visiting:

<http://www.centralbedfordshire.gov.uk/tree-works-register>.

If you wish to comment on the application, please do so in writing by **26 July 2022** quoting the above application number.

All letters received are open to public view and therefore cannot be treated in confidence. Normally, your letter will not be acknowledged.

Yours sincerely,

Joanna Baker
Tree and Landscape Officer

OUTCOME OF CBC DETERMINED PLANNING

Address	Application No.	Committee date	BTC Decision	Description	Central Beds Outcome/DATE
2019					
Biggleswade, Land North of	19/04301/OUT	14/01/2020	Strongly Object - does not comply with NPPF and various other comments made against the Applicant	Outline Application: planning permission with all matters reserved except for access for the development of the land situated north of Biggleswade, east of the ECML railway to provide for up to 406 dwellings including affordable housing:green infrastructure accommodating landscaping, allotments, community orchard, public open space, children's playspace;new roads, car parking, cycleways and footways; associated infrastructure; including a sustainable drainage system; vehicular access to be secured from Furzenhall Road.	Awaiting Decision
Biggleswade, Land North of	19/02827/PAPC	08/09/2020	Strongly Object - For reasons set out in previous corresp Council also agreed that Cllr G Fage would be appointed to represent BTC and to speak at the Development Management Committee Meeting. It was resolved that the draft letter be approved, and that letter and the previous letter of objection be sent to the named planning officer and to the general planning address. Further, that a shorter version be circulated to Members of the CBC Development Management Committee for information.	Development Brief relating to residential scheme of around 400 dwellings at land north of Biggleswade, with access taken from Furzenhall Road.	No details as at 05/07/2022.PAPC applications are Private enquiries submitted before Planning Applications and only available to the Applicant/Agent that submitted them
Biggleswade, Land North of	19/04301/OUT	24/08/2021	Separate correspondence for this application has been sent to the Planning Officer, Nikolas Smith, as agreed with Council. Strongly Object - Due to: 1) Inadequate access to the site. 2) Severe Highways impact at Sun Street/Shortmead Street junction. 3) Severe Highways impact at Drove Road/London Road junction. 4) Exaggeration of site sustainability. 5) Reduction in Public Rights of Way. 6) Disruption to irreplaceable Archaeology.	Outline Application: planning permission with all matters reserved except for the development of the land situated north of Biggleswade , east of the ECML railway to provide for up to 416 dwellings including affordable housing; green infrastructure acomodating landscaping, allotments, community orchard, public open space, children's play space; new roads, car parking, cycleways and footways; associated infrastructure, including a sustainable drainage system; vehicular access to bve secured from Furzenhall Road.	Awaiting Decision

Biggleswade, Land North of	19/04301/OUT	24/08/2021	Separate correspondence for this application has been sent to the Planning Officer, Nikolas Smith, as agreed with Council. Strongly Object - Due to: 1) Inadequate access to the site. 2) Severe Highways impact at Sun Street/Shortmead Street junction. 3) Severe Highways impact at Drove Road/London Road junction. 4) Exaggeration of site sustainability. 5) Reduction in Public Rights of Way. 6) Disruption to irreplaceable Archaeology.	Outline Application: planning permission with all matters reserved except for the development of the land situated north of Biggleswade, east of the ECML railway to provide for up to 416 dwellings including affordable housing; green infrastructure accommodating landscaping, allotments, community orchard, public open space, children's play space; new roads, car parking, cycleways and footways; associated infrastructure, including a sustainable drainage system; vehicular access to be secured from Furzenhall Road.	Awaiting Decision
Dunton Lane, Stratton Park Drive	19/02839/VOC	08/10/2019	No Objection	Variation of Condition no.1 on Planning Permission MB/83/456 "Renewal of Planning Permission for caravan park on a permanent basis" to state that the total number of caravans shall not exceed twenty-two at any time.	Awaiting Decision
2020					
Biggleswade Road, Land East of	20/00959/OUT	28/04/2020	No Objection - provided the following points are considered: 1) Dunton Lane is upgraded. 2) The speed limit from Saxon Drive be reduced from the current 60 mile per hour to 40 miles per hour. 3) The necessary facilities be provided for pedestrian footpath and cyclist pathway. 4) Adequate access for Motorists to the A1.	Outline application: seeking Planning Permission for up to 1,500 dwellings (use Class C3) and up to a 2ha of commercial development dwellings (use Class C3) and up to a 2ha of commercial development (use Class A1, A2, A3, A4, A5, B1a,bc,B2, B8) up to 5ha of primary school development (class D1) and up to 4ha of other leisure and	See Below
Biggleswade Road, Land East of	20/00959/OUT	11/08/2020	As above.	Outline application: seeking Planning Permission for up to 1,500 dwellings (use Class C3) and up to a 2ha of commercial development dwellings (use Class C3) and up to a 2ha of commercial development (use Class A1, A2, A3, A4, A5, B1a,bc,B2, B8) up to 5ha of primary school development (class D1) and up to 4ha of other leisure and	See Below
Biggleswade Road, Land East of	20/00959/OUT	13/10/2020	As above.	Outline Application: seeking Planning Permission for up to 1,500 dwellings (use Class C3) and up to a 2ha of commercial development (use Class A1, A2, A3, A4, A5, B1a,b,c, B2, B8) up to 5ha of primary school development (Class D1) and up to 4ha of other leisure and community development (Use Classes D1 and D2) up to 61ha of	Awaiting Decision

Church Street, Asda Store	20/03923/VOC	10/11/2020	No Objection - provided that all lorry delivery hours not changed.	Variation of condition 3 of appeal decision APP/P0240/A/12/2185842 (Redevelopment for construction of retail store with catering facilities, bakery, pharmacy, dry cleaners, crèche and associated level parking	Awaiting Decision
2021					
Chestnut Avenue, The Library	21/02802/REG 3	29/06/2021	No Objection.	Change of Use from ancillary garage to a children's centre working space (Class E). Building works to windows and doors.	Awaiting Decision
Shortmead Street, 130	21/02886/FULL	21/09/2021	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations. Also, 1) Clarification of the extent of F1(a) use is required; 2) To limit education use of the premises to current use; 3) There are concerns about the limited parking.	Change of Use of a building from the existing mixed E(a) and Sui generis (hot food takeaway; A5), to primarily E(a) Use Class with an ancillary E use class and F1(a) educational use.	Awaiting Decision
2022					
Banks Road, 17	22/02083/FULL	14/06/2022	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Creation of new vehicular access to the rear of the dwelling, and new carport.	Awaiting Decision
Drove Road, Land off, adjacent to 1A Drove Rd	22/00575/FULL	08/03/2022	It was resolved that the Town Council objects to this planning application on the following grounds: 1) Refuse vehicles will not be able to use the access road and bins will need to be put onto a very narrow pathway, obstructing pedestrian traffic. 2) The construction encroaches into the root protection area of trees nearby which are covered by a TPO. 3) Parking arrangements for the houses that front onto Drove Road indicate there will be a drop over the pavement, posing a danger to pedestrians using the footpath. 4) Vehicles will be reversing into the narrow Drove Road which has high traffic volume. 5) The bus stop would need to be relocated. 6) Over-development of the site for the amount of land that is incorporated in this plan. 7) The Eagle Farm/London Road junction is already very busy during peak traffic and school run periods. The additional vehicular traffic this development will bring to this junction will only compound the significant traffic flow	Erection of five dwellings with associated car parking, access road and amenity space.	See Below
Drove Road, Land off, adjacent to 1A Drove Rd	22/00575/FULL	22/03/2022	This item was resolved at the Town Council Meeting of 8th March 2022 and Central Bedfordshire Council was directed to the Town Council's previous response (above).	Erection of five dwellings with associated car parking, access road and amenity space.	Awaiting Decision
Eldon Way, Units 1-4	22/01567/FULL	14/06/2022	No Objection	Replace roofs and increase all pitched roof heights. Replace cladding to first floor rear elevation and ground floor rear gable elevation of all 4 units. Replace windows to front and rear elevations of all 4 units. Refurbishment to 4 buildings	Awaiting Decision
Lawrence Road,13	22/01555/FULL	24/05/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided that there are no obstructions to rights of way.	First floor rear extension.	Awaiting Decision
Langford Road, The Club House	22/00196/FULL	22/02/2022	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Erection of 12 no. 12 metre high floodlight columns with associated lighting units.	Awaiting Decision

London Road, 1 The Red Lion	22/00857/FULL	12/04/2022	See comments below.	Conversion of former public house to one dwelling and demolition of a single storey rear extension with conversion of the outbuilding into garage and storage building.	Awaiting Decision
London Road, 135	22/02057/FULL	14/06/2022	No objection, subject to neighbours	Single storey rear extension, garage conversion with front bay window.	Awaiting Decision
London Road, 1 The Red Lion	22/01357/LB	12/04/2022	It was resolved that the Town Council objects to this planning application on the grounds that: a) The recent owner of this site (UK Regeneration) presented commercially viable plans to this Town Council evidencing commercial and community-supported demand for town centre hospitality and publican facilities. b) The low number of large, vacant commercial buildings in town centre supports that there is good demand for commercial properties in the town centre and the current owner has not given sufficient evidence as to why the conversion of this property to a dwelling is necessary. c) A recent pre-planning advice issued by Central Bedfordshire Council for the Whistle & Flute on Mill Lane in Biggleswade indicated that CBC was not minded to support a conversion of the property to a residential dwelling. It would stand that the same principle should apply to this property if consistency in approach is to be maintained. d) This Town Council is concerned that this planning application proposes demolishing part of a listed site. e) The Pollution Officer has concerns over noise and the Town Council wishes to note that the nearby Stratton House Hotel is a popular outdoor venue and an important community asset. f) The Local Plan sets out under Policy EMP2 that a change of use to non-employment generating sites should "only be considered where there is no reasonable or viable prospect of the site delivering an employment generating use". Evidence has not been supplied with this planning application demonstrating this property would no longer support employment-generating use.	Conversion of former public house to one dwelling and demolition of a single storey rear extension with conversion of the outbuilding into garage and storage building.	Awaiting Decision
Montgomery Way, Stratton Business Park, JRL Plant & Logistics	22/00727/FULL	12/04/2022	It was resolved that the Town Council has no objection to this planning application.	Erection of a workshop.	Awaiting Decision
Normandy lane, Unit B	22/01782/FULL	14/06/2022	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Change of Use: Unit B external alterations comprising recladding, new glazing, roller shutter doors and other alterations to facilitate use of the building for its existing use and / or for B8 use (storage and distribution).	Awaiting Decision
Rutherford Way, 14	22/02162/FULL	14/06/2022	No Objection - provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Single storey rear extension.	Awaiting Decision
Salcombe Close, Land West	22/01990/FULL	28/06/2022	It was RESOLVED that the Town Council would like to PROVISIONALLY OBJECT to this planning application pending provision of the following information: 1) further information is required on the sizing of mounds and elevations in the play area; 2) the potential effect of the proposed lighting on the existing neighbours on Sale Mews; and 3) information on why the CCTV is not under variations to conditions.	Flatten the existing mounds in the play area, install lighting columns, and improve the perimeter fence.	Awaiting Decision
Shortmead Cottage, Shortmead Lane	22/01860/FULL	28/06/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application	Erection of new dwelling with a detached annexe.	Awaiting Decision 40

Shortmead Street, 46	22/01519/LB	14/06/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations subject to the following: 1) That there is support from Conservation Officers 2) That the Council recognises that this shop is reverting back to a house in an area that is outside of the town centre conservation policy.	Conversion from shop to 2 residential dwellings.	Awaiting Decision
Shortmead Street, 46	22/01520/FULL	14/06/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations subject to the following: 1) That there is support from Conservation Officers 2) That the Council recognises that this shop is reverting back to a house in an area that is outside of the town centre conservation policy.	Listed building: Conversion from shop to 2 residential dwellings and internal alterations.	Awaiting Decision
South View, 14	22/02317/FULL	28/06/2022	It was RESOLVED that the Town Council has NO OBJECTION to this planning application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.	Proposed single storey rear extension, replacing conservatory on the back of an existing extension.	Awaiting Decision

