



MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 28 FEBRUARY 2023
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 D Albone
Cllr I Bond
Cllr K Brown
Cllr M Foster
Cllr M Knight
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
Ms F Gumush – Meetings Administrator

Members of the Public – 2

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.

1. APOLOGIES FOR ABSENCE

Cllr F Foster.

NO APOLOGIES FOR ABSENCE

Cllr L Fage.

2. DECLARATIONS OF INTEREST

a. Disclosable Pecuniary interests in any agenda item:

None.

b. Non-Pecuniary interests in any agenda item:

None.

3. TOWN MAYOR'S ANNOUNCEMENTS

a. Stotfold Civic Service

On Sunday 19th February, Cllr G Fage attended the Stotfold Civic Service hosted by the Mayor of Stotfold. Cllr G Fage noted that a 30-person strong rock choir entertained the attendants at the service which was an enjoyable occasion.

b. Leighton Linlade Civic Service

On Sunday 26th February, Cllr G Fage attended the Leighton Linlade Civic Service and noted that it was a good celebration of their community. The Mayor of Leighton Linlade presented awards to long standing members of the community.

c. Biggleswade Civic Service

Cllr G Fage reminded Members that on Sunday 12th March the Town Council will be hosting our Civic Service.

d. Willow Foundation

On Saturday 4th March, the Willow Foundation will have their official opening of their charity shop in Biggleswade Town Centre. Cllr G Fage noted that he will be cutting the ribbon.

4. PUBLIC OPEN SESSION

No member of the public wished to speak.

5. INVITED SPEAKER

No guest speaker was invited.

6. MEMBERS' QUESTIONS

Cllr Albone enquired about the closure of a footpath on Biggleswade Common, noting that no formal announcement had been made to the Town Council. Cllr Pullinger answering Cllr Albone's query pointed out that the footpath had been closed due to an incident involving cattle.

Cllr Woodhead asked whether it would be possible to invite the Community Agent to a future meeting to discuss her work.

Cllr Russell indicated that since the Community Agent had been newly appointed it would be best to give her time to settle into the role before extending an invitation.

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

Members noted that Cllr Bond's name was missing from the list of attendees for the meeting.

Cllr G Fage indicated that the second paragraph under Matters Arising, regarding the two exempt items, should be brought between Item 9 and Item 9a as an introduction.

Item 9d. The resolution should read 'to next working day', striking out the words '24-hour working day'.

Item 9f. To replace the word 'enforcement' with 'restrictions'.

Item 10 Planning Applications. Members indicated that the outcome for the planning applications did not need to include the standard wording which would be included in responses to the Planning Authority. The Council resolution would suffice.

Subject to these amendments the Minutes were **APPROVED** as an accurate record of the Town Council Meeting held on Tuesday 14th February.

8. **MATTERS ARISING**

Cllr Strachan asked about the outcome of the meeting invitation with regards to the Ivel Medical Centre and relevant stakeholders.

The Head of Governance & Strategic Partnerships responded that the Integrated Care Board and other relevant stakeholders had been contacted and Officers were waiting for a response to arrange a mutually suitable date and time for the meeting.

9. **ITEMS FOR CONSIDERATION**

a. **Play Areas project – Franklins Recreation Ground Specifications**

Members discussed the report by the Public Realm Manager.

Members asked whether it was possible to seek funding from Section 106.

Members also pointed out that the recommendation which proposes an indicative budget of £20,000 should clarify that the funds would come from the Public Works Loan Board.

Following discussions Members **RESOLVED** to:

- Accept the recommendations to deliver the proposed improvements to an indicative £20,000 budget.
- Continue discussions with BRCC to identify specific items covered by their £3,000 contribution.
- Fully explore the possibility of sourcing funding from S106 monies before drawing down on PWLB.
- Enhance the fencing as well as the gate around Mill Lane.
- Be cognisant of later discussions around security at Franklins when looking at a wildlife camera.
- Establishing a Working Group following the May Local Elections.

b. **Change to Town Council Meeting Dates**

Members discussed the report from the Head of Governance & Strategic Partnerships and noted that dates were missing for later Council meetings in September.

Members **AGREED** to:

- Note the recommended dates for the confirmed Biggleswade Joint Committee meetings.
- Change the 25th April 2023 Town Council meeting to a Planning Applications Meeting cognisant of election purdah.
- Move the Annual Statutory Council from 9th May to 16th May 2023.
- Add a Council meeting for 12th September 2023.

- Personnel Committee meeting scheduled for 12th September to move to 19th September 2023.

c. **CCTV Update**

Members discussed a recent response from Central Bedfordshire Council with regards to CCTV for Biggleswade and noted that the matter was recently discussed at the Town Centre Management Committee.

Members expressed their dissatisfaction with the response and noted that the Town Clerk & Chief Executive has regular meetings with the Director of Place and Communities at Central Bedfordshire Council.

Members **NOTED** that the Town Clerk & Chief Executive will brief Council Members following his next meeting.

10. **PLANNING APPLICATIONS**

a. **CB/TCA/22/00601 - 5 Mill Close, Biggleswade, SG18 8BQ**

The Town Council has **NO OBJECTION** to this application, subject to consultation with neighbours and consideration of their comments.

b. **CB/23/00446/FULL - 8 Chaucer Drive, Biggleswade, SG18 8QG**

The Town Council has **NO OBJECTION** to this application, subject to consultation with neighbours and consideration of their comments.

c. **CB/23/00235/FULL - 45 High Street, Biggleswade, SG18 0JF**

The Town Council has **NO OBJECTION** to this application, subject to consultation with neighbours and consideration of their comments.

d. **CB/22/04824/FULL - St Andrew's Church, Shortmead Street, Biggleswade**

The Town Council has **NO OBJECTION** to this application, subject to consultation with neighbours and consideration of their comments.

e. **CB/23/00405/FULL - Warehouse, Bonds Lane, Biggleswade, SG18 8AY**

The Town Council **OBJECTS** to this planning application on the grounds of insufficient parking and difficulty of access.

11. **PLANNING APPLICATION OUTCOMES**

This report was **NOTED**.

12. **ACCOUNTS**

a. **Financial Administration**

- Detailed Balance Sheet to 31/01/23.
- Detailed Income and Expenditure by Committee 31/01/23.
- Payment Listing from 01/01/23 to 31/01/23.
- Summary Income and Expenditure to 31/01/23.

Members **ADOPTED** the January Accounts as laid out.

13. ITEMS FOR INFORMATION

a. **ASDA Car Parking Update.**

Cllr Russell noted that no formal response had been received to the latest letter sent to ASDA.

Members **AGREED** to bring the item back to the agenda if necessary.

14. PUBLIC OPEN SESSION

a. No one from the public wished to speak.

15. **EXEMPT**

a. **Franklins Recreation Ground Vandalism Report**

Members **AGREED** to the recommendations for Officers to source cost effective quotes for security around Franklins Recreation Ground. The Town Clerk & Chief Executive will then make a decision and report back to Council.

Members **AGREED** to the use of reserves.

Members **AGREED** for Officers to procure a permanent pole for the erection of a wildlife camera and, in the longer term, the installation of CCTV and lighting as well as provide signage saying that CCTV is in operation.

Members **AGREED** for clear signage to be erected to describe all security measures.

b. **Chamber Project Update**

Members **AGREED** that equipment for the Council Chamber should be included as part of the new IT tender.

The Mayor closed the meeting at **8.17pm**