



MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 9th JANUARY 2024
AT 7.00PM AT BIGGLESWADE TOWN COUNCIL OFFICES
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL



PRESENT:

Cllr M Foster (Mayor)
Cllr M Knight (Deputy Mayor)
Cllr I Agnew
Cllr D Albone
Cllr G Barrett
Cllr P Guilcher
Cllr M North
Cllr M Russell
Cllr A Skilton
Cllr D Strachan
Cllr C Thomas
Cllr J Woodhead

Mr P Tarrant – Town Clerk & Chief Executive
Mr K Hosseini – Head of Governance & Strategic Partnerships
Mr R Youngs – Head of Finance & Deputy RFO
Ms F Gumush – Meetings Administrator

Members of the Public – 1 (online)

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 J Jones, Cllr S Patel, Cllr S Sajid.

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

None.

4. PUBLIC OPEN SESSION

No member of the public wished to speak.

5. INVITED SPEAKER

None.

6. MEMBERS' QUESTIONS

Cllr Skilton asked if any reports had been received in connection to the sewage issue in Dunton Lane. The Mayor responded that Officers had been in contact with Central Bedfordshire Council and other authorities to get the issue resolved as quickly as possible.

Cllr Russell asked if Officers could ensure that Parking Enforcement Agents were following procedures connected to illegal parking both in and around town.

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. P9 Item 9a. The resolution should be changed to read that Members RESOLVED to ACCEPT items 1-4 of the original report with the addition of item 5 below, subject to costing and consideration.

Members RESOLVED to REJECT items 5-8 of the original report.

P10 Item 9d. The resolution regarding cemeteries should read 'Town and Parish Councils as the burial authorities, when considering new developments and the need for a new cemetery'.

P11 Item 9g – the addition of 'As BTC is a statutory consultee, can CBC as the licensing authority explain why BTC was no consulted on this change?'

P12 Item 10g – The resolution should read 'will have an impact on the already congested road in Langford and Biggleswade and coalescence with Biggleswade'.

Subject to these amendments the Minutes were **APPROVED** as an accurate record of the Town Council Meeting held on **Tuesday 12th December 2023**.

8. MATTERS ARISING

P9 Item 9c. Members asked if a meeting had been arranged with Mr Jones regarding the 5km run. Officers reported that a meeting had been arranged.

P11 Item 9g. Members asked that Officers bring back the matter of the Jerk Hub to the next Council agenda.

P13 Item 13a. Members asked that a Rights of Way Officer concerned with the creation of footpaths and bridleways, is invited to the next Town Council meeting.

9. ITEMS FOR CONSIDERATION

a. Creation of Biggleswade Footpath Nos. 78 & 79 and Bridleway No. 80 and the extinguishment of parts of Biggleswade Footpath Nos. 16, 19 and Bridleway No.11

Members discussed the report by the Head of Governance & Strategic Partnerships with regards to extinguishment of footpaths and bridleways.

In his report, the Head of Governance & Strategic Partnerships provided several options received from CBC Officers.

Following discussions, Members **RESOLVED** to **ACCEPT** the Officer recommendation to agree with Option 1, and do nothing, maintaining the current situation allowing people to walk the existing route.

b. Update to Financial Regulations

Members briefly discussed the update made to the Financial Regulations.

Members **RESOLVED** to **ACCEPT** the recommendation to add a clause back to the Financial Regulations, which relates to required actions for any charitable body for which the Council is the sole trustee.

c. Pedestrian Safety Island, St. Andrew's Street

Members discussed the motion put forward by Cllr Madeline Russell.

The motion asked that 'Council resolves to write to CBC Highways to request that a pedestrian safety island be installed at the north end of St. Andrew's Street at the mini-roundabout junction with the High Street and Shortmead Street, similar to the one at the south end of Shortmead Street. If width allows, there should be two lanes going north to allow for turning to both High Street and Shortmead Street. One lane is sufficient turning into St. Andrew's Street but needs to be able to accommodate large HGVs accessing the Eldon and Albone Way industrial estates.'

Members **RESOLVED** to **ACCEPT** the motion and asked that Officers contact Central Bedfordshire Council to take the matter forward.

d. Proposed Diversion of parts of Footpath No. 21 and s. 26 proposed creation of a section of Bridleway No 22 in the parish of Biggleswade

Members discussed the correspondence from Central Bedfordshire Council which noted several sections of Footpath 21 were under water due to erosion from the river and proposed that these needed to be stopped up and new footpaths created. A new bridleway section to link to Mill Lane was also proposed.

Members **RESOLVED** to **AGREE** to the proposals made by CBC, and to request that the footpath from A-J, which is to be upgraded, should be designated as a footpath with rights to cycle in line with the new footpath with rights to cycle which is to be installed from Bridleway 22 to J.

Members expressed concern about the bank erosion between Y and K and the presence of kissing gates which impede cycles, mobility scooters and buggies.

Members therefore also **RESOLVED** to write to CBC request that the footpath at point K and Y be protected from erosion and to request that other solutions be sought to allow the removal of the kissing gates.

Members requested that Officers write to CBC and the River Authority to inspect the substantial erosion along the whole footpath A-Y and to implement measures to protect the bank, and therefore the footpath, from further erosion.

10. **PLANNING APPLICATIONS**

a. **CB/23/04091/FULL - 183 Holme Court Avenue, Biggleswade, SG18 8PB**

Single storey front extension.

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

b. **CB/23/01736/MW - Warren Villas Quarry, New Road, Sandy**

Change of use of land from a former mineral extraction plant to a working inert waste recycling site with associated landscaping with bunding, siting of operational machinery, areas of aggregate storage and 2no. Office/staff buildings. Retrospective change of use of adjacent land to the north for fishing lakes.

The Town Council **NOTES** this application and notes and supports the comments made by Northill and Sandy Town Councils.

11. **PLANNING APPLICATION OUTCOMES**

This report was **NOTED**.

12. **ACCOUNTS**

a. **Financial Administration**

- i) Balance Sheet to 31/12/23.
- ii) Detailed Income and Expenditure to 31/12/23.
- iii) Payment Listing from 01/12/23 to 31/12/23.
- iv) Summary Income and Expenditure to 31/12/23.

Members **RESOLVED** to note the Management Accounts report as attached in the agenda pack.

In addition, the usual financial documentation is available on the Council website.

13. **ITEMS FOR INFORMATION**

a. **Interim finance report for Mayoral Activities**

Members **NOTED** the report.

b. **Proposed Temporary Road Closure – Crab Lane/Chestnut Avenue**

Members **NOTED** the report but asked if Officers could confirm with the Streetworks Team that access to Brigham Gardens, the Fire Station and the Ambulance Station would be maintained.

- c. **Proposed Temporary Road Closure – Hitchin Street**
Members **NOTED** the report.
- d. **Proposed Temporary Road Closure – Beech Avenue**
Members **NOTED** the report.
- e. **Proposed Temporary Road Closure – Mulberry Close**
Members **NOTED** the report.
- 14. **PUBLIC OPEN SESSION**
No one from the public wished to speak.
- 15. **EXEMPT**
 - a. **The Orchard Community Centre Report**
Members **NOTED** the report.

The Mayor closed the meeting at **7.55pm**