



MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 14th NOVEMBER 2023
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 J Jones
Cllr M North
Cllr M Russell
Cllr S Sajid
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
Mr J Woolley – Public Realm Manager
Ms F Gumush – Meetings Administrator

Members of the Public – 2 (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 S Patel.

2. DECLARATIONS OF INTEREST

a. Disclosable Pecuniary interests in any agenda item:

None.

b. Non-Pecuniary interests in any agenda item:

Cllr G Barrett for Item 9d.

3. TOWN MAYOR'S ANNOUNCEMENTS

a. Respite at Home Volunteers AGM

On 30th October, the Mayor attended the Annual General Meeting of the Respite at Home Volunteers Charity. He noted that the charity was one of the organisations the Town Council had approved as a grant applicant.

b. Diwali Celebrations

On 10th November, the Mayor attended Diwali Celebrations at the Weatherly Centre. He enjoyed celebrating Diwali with members of the community.

c. Armistice Day

On 11th November, the Mayor took part in the Armistice Day service. He noted that it was well-attended by both Councillors and members of the public and well organised by the Royal British Legion with involvement from the Town Council.

d. Remembrance Sunday

On 12th November, the Mayor alongside other Councillors took part in the Remembrance Day Parade held in the Market Square. He pointed out that there was very good public attendance and reiterated his thanks to all Town Council Officers and Public Realm staff for their contributions on the day.

4. PUBLIC OPEN SESSION

No member of the public wished to speak.

5. INVITED SPEAKER

None.

6. MEMBERS' QUESTIONS

There were no Members' questions.

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

a. The Draft Minutes were **APPROVED** as an accurate record of the Town Council Meeting held on Tuesday 24th October 2023.

b. Members **NOTED** the minutes of the Public Land and Open Spaces Committee Meeting held on Tuesday 3rd October 2023.

c. Members **NOTED** the minutes of the Biggleswade Joint Committee Meeting held on Thursday 12th October 2023.

d. Members **NOTED** the minutes of the Town Centre Management Committee Meeting held on Tuesday 17th October 2023.

8. MATTERS ARISING

None.

At this point in the meeting, the Mayor indicated that Item 9a on the agenda referring to the PWLB Update report would be discussed as the last item on the agenda, ahead of the Exempt Session.

9. **ITEMS FOR CONSIDERATION**

a. **Opening of new bank account for Lindsell's Bequest Charity**

Members discussed the report by the Head of Finance, following the recent internal audit by Heelis & Lodge.

The auditors recommended that a separate bank account was opened in the name of Henry Martin Lindsell's Bequest as the cricket ground was gifted to the Town Council and should be considered separately from the Town Council accounts.

Members **RESOLVED** to approve application for a new bank account with Unity Trust Bank and to extend the existing bank signatories and access to the new account

b. **Christmas Ice Rink**

Members discussed the report by the Place Shaping Manager following an informal discussion between Officers and Members.

Members commenting noted that the town was unable to offer an ice rink this Christmas; they added that if discussions were held early it would give Officers time to source sponsorships and identify external contractors.

Members **RESOLVED** to accept the recommendation to defer the ice rink until next year with an update report presented at the Town Centre Management Committee meeting in February 2024.

c. **A00419 Wharf Mews, Biggleswade - Waiting Restrictions**

Members discussed the public notice from Central Bedfordshire Council to introduce a no waiting at any time on a length of road on Wharf Mews.

Members **RESOLVED** to accept the recommendations made by CBC.

d. **Central Bedfordshire Council's Draft Planning Obligations Supplementary Planning Document (SPD) Consultation Notification (Database)**

Members commenting on the consultation indicated that it was important to come to an informed view through further discussion and asked that Officers request an extension so that the item can be brought back to the next Council meeting.

Members **RESOLVED** to **DEFER** the item for the next Council meeting in December and asked Officers to request an extension for response from CBC.

e. **Red Lion Planning Appeal Hearing**

Members **RESOLVED** that Cllr Colin Thomas would be representing the Town Council at the Red Lion Planning Appeal Hearing at CBC Offices on November 15th and November 16th 2023.

10. **PLANNING APPLICATIONS**

a. **CB/23/03223/FULL - 88 Lawrence Road, Biggleswade, SG18 0LU**

Detached rear garden outbuilding and alterations to first floor rear windows.

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

The Town Council **RESOLVED** for an enduring condition to be applied that the outbuilding should not be used for residential or commercial purposes, partly due to restricted access to the site.

b. **CB/23/03150/FULL - 172 London Road, Biggleswade, SG18 8EH**

Single storey side extension.

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

Members indicated that they agreed with the advice offered by CBC officers on this application.

c. **CB/23/03338/FULL - 12 Tate Drive, Biggleswade, SG18 8UD**

Single storey rear extension conversion of garage to a habitable room and store.

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

Members indicated that they agreed with the advice offered by CBC officers on this application.

d. **CB/23/03337/FULL - 124 Drove Road, Biggleswade, SG18 0HN**

Two storey side extension, with a first floor rear Juliet balcony and alterations to existing fenestration.

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

e. **CB/23/03355/FULL -157 Holme Court Avenue, Biggleswade, SG18 8PB**

Side single storey extension.

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

f. **CB/23/03218/FULL - 75 The Rowlands, Biggleswade, SG18 8NZ**

Proposed dropped kerb.

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

g. **CB/23/03421/VOC - Asda Store, Church Street, Biggleswade, SG18 0JS**

Removal of condition 3 (Goods delivery hours) of planning permission CB/20/03923/VOC 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 for 363 cars, store serving and access arrangements (all matters reserved except siting and means of access). Change of opening hours).

The Town Council **STRONGLY OBJECTS** to this application for variation of condition on the following issues:

- The impact and disruption at any time to local residents.
- The effect of noise and light pollution stemming from extended hours of service.

Members highlighted that there were inaccuracies within the correspondence received.

11. **PLANNING APPLICATION OUTCOMES**

Members **NOTED** the report

12. **ACCOUNTS**

a. **Financial Administration**

- i) Balance sheet to 31/10/23.
- ii) Detailed Income and Expenditure to 31/10/23.
- iii) Payment Listing from 01/10/23 to 31/10/23.
- iv) Summary Income and Expenditure to 31/10/23.

Members **RESOLVED** to receive the reports as laid out.

13. **ITEMS FOR INFORMATION**

a. **Christmas Lights Switch-on Road Closures**

Members **NOTED** the correspondence from CBC.

14. **PUBLIC OPEN SESSION**

No one from the public wished to speak.

15. **PWLB Update Report**

The Town Clerk presented the report. He indicated that he would be meeting with the Cemetery Manager and Crematorium Transformation Manager of Hendon Cemetery in Barnet, who have both agreed to support the Town Council going forward.

With regards to the Drove Road Site Development (tennis courts and bowls club), an LTA representative visited recently and took samples from the courts to ascertain whether or not it was possible to build on the tarmac or if it would need to be removed completely. The Town Clerk & Chief Executive indicated that according to the LTA representative, the tennis courts foundations have degraded to a point that would not allow any resurfacing to be placed on top of the existing base, rather each court would need to be rebuilt from scratch. He added that an indicative cost would be approximately £30,000 per court.

Members discussed the report and **RESOLVED** the following:

- To proceed with a drawing down of £44,994 from a PWLB loan of 12 years, for the development of Brunel Drive.
- To draw £1,079 from capital reserves for phase 2 of the Drove Road Chapel work.
- To defer the Drove Road Site Development item and bring it to the Public Land & Open Spaces Committee Meeting at the end of January 2024.
- That £500 would be sourced from the general budget for Capital Asset Improvement works to continue.
- To defer to a future Council meeting, a decision to borrow in connection with Stratton Cemetery and 11 Play Area Upgrades until new specifications are agreed for these projects.

16. **EXEMPT**

a. **All Play Areas Update Report**

Members **RESOLVED** to **DEFER** the item to a future Council meeting.

b. **Brunel Drive Play Areas Report**

Members **RESOLVED** to accept the recommendations by Officers in the report.

c. **Kitelands Play Area Project**

Members **RESOLVED** to accept the recommendations by Officers in the report.

d. **Stratton Way Cemetery Report**

Members **RESOLVED** to **DEFER** the item to a future Council meeting.

e. **Drove Road Chapel Update Report**

Members **RESOLVED** to accept the Officer recommendations in the project.

The Mayor closed the meeting at **8.15pm**