



**MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING**  
**HELD ON TUESDAY 7<sup>TH</sup> JANUARY 2025**  
**AT 7.00PM AT BIGGLESWADE TOWN COUNCIL OFFICES**  
**THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL**

**PRESENT:**

Cllr M Foster (Mayor)  
Cllr G Barrett (Deputy Mayor)  
Cllr I Agnew  
Cllr D Albone  
Cllr P Guilcher  
Cllr J Jones  
Cllr M Knight  
Cllr M North  
Cllr S Patel  
Cllr M Russell  
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 E Bour – Head of Finance & Deputy RFO  
Mx K Chambers – Committee Clerk

Members of the Public – 1.

**Meeting Formalities:**

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

**1. APOLOGIES FOR ABSENCE**

- a. Cllr A Skilton.
- b. **Remote Attendance**

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**

- a. The Mayor had no announcements to share.

**4. PUBLIC OPEN SESSION**

No member of the public wished to speak.

**5. INVITED SPEAKER**

**6. MEMBERS' QUESTIONS**

a. **St Andrew's Street Pedestrian Island**

Cllr Russell asked whether any update had been received regarding the requested pedestrian island. The Town Clerk responded that CBC has confirmed informally that due to "the location of the exit of the Conservative Club a pedestrian refuge island would be impossible due to safety concerns". Officers are pursuing a formal response.

b. **Footpath on the River Ivel**

Cllr Woodhead raised concerns over an eroded footpath by the River Ivel which no longer has any safety bollards or signage. The Town Clerk responded that Christopher Dorow from CBC had responded, confirming that they are aware of the issue and are considering the best steps forward.

**7. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. Item 3: Change "the event" to "the Christmas Lights Switch On".

Item 6a: Add the request to ask for the upcoming cutting schedule of Crab Lane.

Subject to these amendments the Minutes were **APPROVED** as an accurate record of the Town Council Meeting held on **Tuesday 10<sup>th</sup> December 2024**.

- b. Members **NOTED** the minutes of the Finance & General Purposes Committee meeting held on **Tuesday 3<sup>rd</sup> December 2024**.

**8. MATTERS ARISING**

a. **Item 13a: Dunton Lane Road Closure**

Members asked whether Officers have received further information about the closure. Officers responded that none had been received but that this will be chased.

Cllr Woodhead noted that Grant Palmer have released information about changes to bus services and school runs, and that he will share this with the Committee Clerk.

**9. ITEMS FOR CONSIDERATION**

a. **School Admission Arrangements 2026/27 Consultation**

Members **NOTED** the consultation information from CBC.

## 10. PLANNING APPLICATIONS

### a. CB/24/03050/FULL – Biggleswade Academy, Mead End, Biggleswade, SG18 8JU

CBC Excerpt: Creation of new hardstanding area for children's collection point, new footpath link with associated ramps and associated landscaping and ancillary works (Kitelands Road entrance).

The Town Council maintains its objection to this application on the basis of highways safety concerns.

### b. CB/24/03438/FULL – Land to the west of Units 6 and 7, Albone Way, Biggleswade, SG18 8BN

CBC Excerpt: Change of use to open storage (Use Class B8) and erection of perimeter fencing, double entrance gates and single swing gates and resurfacing (part retrospective).

The Town Council has **NO OBJECTION** to this application, subject to consideration of the Officer's comments on flooding risks.

### c. CB/24/03619/FULL – 14 Bunyan Road, Biggleswade, SG18 8QQ

CBC Excerpt: Erection of external store to replace existing store.

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

### d. CB/24/03620/FULL – 14 Bunyan Road, Biggleswade, SG18 8QQ

CBC Excerpt: Garage conversion, external covered seating area, replace cladding to main building.

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

### e. CB/24/03550/FULL – 2A Dells Lane, Biggleswade, SG18 8LP

CBC Excerpt: Renovation of 1980's dwelling to include painted exterior, re cladding, new windows, skylights and doors with reconfigured internal layout.

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

### f. CB/24/03727/FULL – 28 Larkinson Avenue, Biggleswade, SG18 0RF

CBC Excerpt: Open front porch, single storey side and rear extensions and detached garage conversion.

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

## 11. PLANNING APPLICATION OUTCOMES

This report was **NOTED**.

**12. ACCOUNTS**

**Financial Administration**

**a. November 2024 Position & Accounts**

Members **RESOLVED** to consider and approve the report.

**13. ITEMS FOR INFORMATION**

**a. Call for Sites – New Local Plan**

Members **NOTED** the report.

**b. Biggleswade Access for All Update**

Members **RESOLVED** that a representative highlight the Town Council's concerns about lack of progress and information at the upcoming Network Rail meeting.

**c. CB/TPO/24/00040 - Amenity land along frontage of A1 Retail Park**

Members **NOTED** the report.

**14. PUBLIC OPEN SESSION**

No one from the public wished to speak.

**15. EXEMPT**

**a. Housing & Partnership Working Update**

Members **RESOLVED** to agree to the recommendations.

**b. Planning Update**

Members **RESOLVED** to agree to the recommendations.

The Mayor closed the public session at **7:20pm**.