



**MINUTES OF THE BIGGLESWADE PUBLIC LAND AND OPEN SPACES MEETING
HELD TUESDAY 1st APRIL 2025 AT 7.00PM AT BIGGLESWADE TOWN COUNCIL
OFFICES THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL.**

PRESENT:

Cllr M North (Chairman)
Cllr C Thomas (Deputy Chairman)
Cllr M Foster (ex-officio voting Member)
Cllr D Albone
Cllr G Barrett (ex-officio voting Member)
Cllr M Knight
Cllr A Skilton
Cllr D Strachan
Cllr J Woodhead

Mr P Tarrant – Town Clerk & Chief Executive
Mr K Hosseini – Head of Governance & Strategic Partnerships
Ms F Gumush – Deputy Administration & HR Manager
Mr H Henderson - Public Realm Manager
Miss A Green – Committee Clerk

Members of the Public – 1

Meeting Formalities:

Following a reminder to meeting attendees that this is a formal meeting, the Chairman 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 Chairman 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 P Guilcher, Cllr J Jones.

2. DECLARATIONS OF INTEREST

- a. **Disclosable Pecuniary interests in any agenda item:**

None.

- b. **Non-Pecuniary interests in any agenda item:**

Cllr A Skilton and Cllr C Thomas for Item 9c.

3. CHAIRMAN'S ANNOUNCEMENTS

None.

4. **PUBLIC OPEN SESSION**

Cllr Grant Fage, Ward Councillor

Commenting on an exempt agenda item, Cllr Fage asked why these issue was being discussed under the Exempt session. He added the belief that if it was an issue which concerned the town, then it should be discussed in the open session so that the public were made aware.

The Town Clerk & Chief Executive explained that the item was under exempt session because the documents pertaining to the item were defined in particular to Schedule 12A of the Local Government Act 1972, paragraph 3.

5. **INVITED SPEAKER**

None.

6. **MEMBERS' QUESTIONS**

There were no Members' questions.

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

Members **APPROVED** the Minutes of the Public Lands & Open Spaces Committee Meeting held on Tuesday 28th January 2025.

8. **MATTERS ARISING**

There were no matters arising.

9. **ITEMS FOR CONSIDERATION**

a. **PLOS Status Report and Presentation**

A presentation was shared on screen reflecting the work and initiatives being taken by the Public Realm team. The Public Realm Manager shared the excellent work being conducted by the PR team and the positive feedback they received from the public.

Members commended and congratulated the Public Realm Manager and the Public Realm team for their effort over the past year.

b. **Football Pitches Booking Policy and Terms & Conditions**

The Head of Governance & Strategic Partnerships presented the report and noted that the Football Pitches Booking policy had previously been adopted at the 28th of January 2025 PLOS Committee.

Since then, Officers have made a minor operational change to the current policy to enable booking cancellations to be processed only by Town Council staff.

Members indicated that the policy needed to be uniform, therefore the amendment should not say 'BTC staff' as suggested by Officers, but 'Town Council staff' as it was in the whole policy.

Members **RESOLVED** to accept the proposed minor operational change to the policy.

c. **Allotment Lettings Policy**

The Head of Governance & Strategic Partnerships presented the report and indicated that the existing policy had been brought up to date to ensure that it met current requirements of the Town Council. The policy had been shared with Members and their views incorporated in the document attached to the agenda pack.

Members **RESOLVED** to adopt the Allotments Letting Policy and for Officers to upload the policy to the Council's website

10. **ITEMS FOR INFORMATION**

- a. None.

11. **PUBLIC OPEN SESSION**

No member of the public wished to speak.

12. **EXEMPT**

a. **Sports Provision Update**

Members discussed the update and **AGREED** to bring back to a future meeting.

b. **Football Provision**

Members discussed the report and **RESOLVED** to hold an extra PLOS meeting to discuss the matter further.

c. **Residential Development**

Members discussed the report and **AGREED** Officers recommendations.

The Chairman closed the meeting at **9:00pm**