



Ref: Agenda/Council – 21/05/2024

16<sup>th</sup> May 2024

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the Council Meeting of Biggleswade Town Council that will take place on **Tuesday 21<sup>st</sup> May 2024** at the **Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at **7:00pm**, for the purpose of considering and recommending the business to be transacted as specified below.

Yours faithfully

Peter Tarrant  
Town Clerk & Chief Executive

Distribution: All Town Councillors  
Notice Boards  
The Press

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk.

### **2. DECLARATIONS OF INTEREST**

To receive Statutory Declarations of Interests from Members in relation to:

- a. Disclosable Pecuniary interests in any agenda item.
- b. Non-Pecuniary interests in any agenda item.

### **3. TOWN MAYOR'S ANNOUNCEMENTS**

### **4. PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

Please register in advance for this webinar:

**[https://us06web.zoom.us/webinar/register/WN\\_BRhLzlwITESC0N5p8wJ5Wg](https://us06web.zoom.us/webinar/register/WN_BRhLzlwITESC0N5p8wJ5Wg)**

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

5. **INVITED SPEAKER**

None.

6. **MEMBERS' QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

None.

8. **MATTERS ARISING**

9. **ITEMS FOR CONSIDERATION**

a. **Local Plan Settlement Audit and Commonplace**

For Members to receive and consider communications from the Head of Strategic Growth at CBC.

10. **PLANNING APPLICATIONS**

You can view details of applications and related documentation such as application forms, site plans, drawings, decision notices and other supporting documents for planning applications on the Central Bedfordshire Council website. Click on the hyperlink (electronic copy) on the heading of each planning application listed below.

a. **CB/TCA/24/0016 – Car park near to 2 Ivel Gardens, Biggleswade, SG18 0AN**

Works to trees within a Conservation Area: Fell ivy covered Holly Tree to the ground (T1).

b. **CB/TRE/24/00167 - 19 Ivel Gardens, Biggleswade, SG18 0AN**

Works to a tree protected by a Tree Preservation Order (MB/09/00002) and in a Conservation Area: Remove the Horse Chestnut Tree (T7).

**Further information from CBC regarding this application:**

“Apologises for not sending this over before. There is some additional information on this application. The Horse Chestnut is in fact in severe decline. I have previously been out to this property and assessed the tree. There is evidence of dieback within the canopy. The general condition is at a point where the tree is likely to fail soon. Although no report has been provided as part of the application I am confident that any report which had of been provided would have said the same.”

**Previous resolution by Members on 14<sup>th</sup> May 2024:**

The Town Council **OBJECTS** to this application on the following grounds:

The tree has a TPO and no arboreal report has been provided.

11. **PLANNING APPLICATION OUTCOMES**

a. None.

12. **ACCOUNTS**

- a. None.

13. **ITEMS FOR INFORMATION**

- a. None.

14. **PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Please register in advance for this webinar:

**[https://us06web.zoom.us/webinar/register/WN\\_BRhLzlwITESC0N5p8wJ5Wg](https://us06web.zoom.us/webinar/register/WN_BRhLzlwITESC0N5p8wJ5Wg)**

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15. **EXEMPT ITEMS**

The following resolution will be **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

(Planning Matters Update).

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.



**From:** Local Plan <[LocalPlan@centralbedfordshire.gov.uk](mailto:LocalPlan@centralbedfordshire.gov.uk)>  
**Sent:** Monday, April 15, 2024 2:35 PM  
**Subject:** Local Plan Settlement Audit and Commonplace

Dear Clerks and Town and Parish Councillors

Thank you to those of you who have been involved in our initial engagement on the Local Plan, either by attending one of the workshops or by responding through the Commonplace Local Plan Engagement website (or both). Your feedback is gratefully received and will be really important to us in the development of the new Local Plan. Some of what you told us is already being used to inform the Engagement and Communication Strategy that is being developed. We will, of course, provide you with further feedback on how your input has been taken into account in due course.

#### Tell us about your area

We are keen to ensure we are starting off with as much information as possible, and we have reflected on comments made in the workshop about deadlines being sufficient to enable an informed response. As such, we have taken the decision to extend the opportunity for you to contribute to the 'Tell us about your area' section on Commonplace, which is the map-based exercise. We hope that re-opening this until **31<sup>st</sup> May 2024** will provide you with sufficient time to liaise with your communities and to go through formal committee processes (if required). As a reminder, here is the link to the Commonplace website:

[Have Your Say Today - Local Plan Launch Town And Parish Council Engagement - Commonplace](#)

If you have tried using Commonplace and need any support, or if you want to provide us with information in a different way, please do let us know and we will be happy to help and discuss this with you. Please also let us know if you feel you cannot meet the 31<sup>st</sup> May deadline, as at this stage in the process, we do have some flexibility we can offer.

#### Settlement Audit

At the workshops we touched upon the wide range of evidence studies that are required to support the new Local Plan. One of those studies is the Settlement Audit. The purpose of the Settlement Audit is to provide an open and transparent assessment of the infrastructure, services and facilities that we currently have within our settlements to help us understand their sustainability and functionality. This will help us when reviewing the hierarchy of settlements and will help to inform the growth strategy for the Local Plan.

As part of this work, officers have undertaken an initial baseline audit of each settlement, using a range of different sources. We are now keen to use your local knowledge and expertise to review the information we have gathered, to make sure the data is accurate and nothing has been overlooked.

Attached is the audit for your area. It includes instructions of what we would like you to review and complete.

We really value your input and hope you will be able to assist us in completing this study. We would be grateful if you could complete and return the Settlement Audits by email to [LocalPlan@centralbedfordshire.gov.uk](mailto:LocalPlan@centralbedfordshire.gov.uk) by **31<sup>st</sup> May 2024**.

If you have any questions, or would like any support with this, please do get in touch via the email address above or by calling 0300 300 8307 and we will be happy to help.

Kind regards

Caroline

**Caroline Danby MRTPI**

Head of Strategic Growth

Place and Communities Directorate

**Central Bedfordshire Council** Priory House, Monks Walk, Chicksands, Shefford, Bedfordshire, SG17 5TQ

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