



Ref: Agenda/Council – 10/03/2026

26th February 2026

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 **10th March 2026** 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,

A handwritten signature in black ink, appearing to read 'Karim Hosseini'.

Karim Hosseini
Interim Town Clerk

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 and the Committee Clerk.

2. DECLARATIONS OF INTEREST

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

- a. Disclosable Pecuniary interests in any agenda item.

If a Member has declared a Disclosable Pecuniary interest, they must withdraw from the meeting during consideration of the item to which the interest relates. If the Member has been granted a dispensation by the Council, they must still declare the interest but may take part in the discussion and vote.

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

This is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest. Upon identification Members can take part in any vote.

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_UgCWBsoyTYWj9myXHmOEPw

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**

- a. Janine Graham, Bedfordshire Police Safer Neighbourhood Team, Community Inspector.

A presentation will be display onscreen on the evening.

6. **MEMBERS' QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive the minutes of the Town Council Meeting held on **Tuesday 10th February 2026** at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. **MATTERS ARISING**

- a. Minutes of the Council Meeting held on **Tuesday 10th February 2026**.

9. **ITEMS FOR CONSIDERATION**

- a. **2026/27 Meetings Calendar**

For Members to receive and consider a report from the Interim Town Clerk and the Committee Clerk.

b. **Parking and Road Safety**

For Members to receive and consider the following motion from Cllr. J Woodhead.

“That Biggleswade Town Council (BTC) express concern over the level of irresponsible parking around Biggleswade Academy at Kitelands Road and Mead End. Such parking is blocking resident's drives, verges and is now endangering children on their way to school. Recent incidents have included the driving over of 'parking buddies' installed by the school. A parking buddy is designed to represent an average 9–10-year-old child. To that end BTC should request that Ward Councillors insist Central Bedfordshire Council work with Biggleswade Academy to install physical deterrents such as railings or barriers. This is in order to mitigate the risk of children being run over or worse. Furthermore, additional parking inspections by Central Bedfordshire should take place at school drop off and collection times as an additional deterrent.”

c. **CBC Road Scheme: TRO-067 The Baulk, Biggleswade – One Way (Already in place, retrospective consultation)**

For Members to receive and consider a traffic order received from Central Bedfordshire Council (CBC). CBC's consultation ends on the 27th March 2026.

d. **Update on Proposed New Settlement in Tempsford**

For Members to receive and consider information related to the potential new settlement at Tempsford.

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/25/03759/ADV - Warburtons, 6 Symmetry Park, Stratton Business Park, Biggleswade, SG18 8YY**

Advertisement: Three non-illuminated fascia signs.

The Planning Officer has granted the Town Council an extension until midday on the 11th March to respond to this application.

b. **CB/TRE/26/00020 Amenity land south of 6 London Road, Biggleswade, SG18 8EB**

Works to a tree protected by Tree Preservation Order MB/7/2001/T3: Repeat crown reduction to the historic points. If the points are significantly decayed then the limb will be reduced to good wood to Horse Chestnut (*Aesculus hippocastanum*) (T005 on Tree Survey, T1 on sketch plan)

c. **CB/26/00286/FULL - Car park A1 London Retail Park, London Road, Biggleswade**

Installation of an electric vehicle charging hub and associated infrastructure.

d. **CB/25/03978/FULL - 20-22 High Street, Biggleswade, SG18 0JL**

Conversion of the first-floor offices (Use Class Ec) to, 2 residential flats (Use Class 3a), with the creation of a cycle store to part of the ground floor. Elevational alterations including replacement UPVC windows to first floor and new entrance door at ground floor.

*At the Town Council meeting held on 10th February 2026, Members **OBJECTED** to the original application on the grounds of overdevelopment and the associated implications for safety. Since Members raised this objection, the applicant has submitted an amendment to the Planning Officer.*

The Planning Officer has granted the Town Council an extension until midday on the 11th March to respond to this application.

e. **CB/25/03988/FULL - 15 Kayser Court, Biggleswade, SG18 8BG**

Conversion of an attached garage into habitable rooms.

f. **CB/25/03848/FULL - Stratton Farm, London Road, Biggleswade, SG18 9SX**

Erection of a new close boarded 3m fence and gates.

g. **CB/TRE/26/00073 - Holme Grove Farm, London Road, Biggleswade, SG18 9SS**

Works to a tree protected by Tree Preservation Order MB/1/1975/G1: Crown Reduction by 2–3m to lessen end loading and improve balance against the existing eastern lean, maintain natural shape and form to Beech (T14). Ensure reduction is proportionate and even, focusing on the eastern side to rebalance the crown.

h. **CB/26/00409/FULL - 2 The Avenue, Biggleswade, SG18 0PS**

Two storey side extension.

i. **CB/26/00249/FULL - 2 Lincoln Crescent, Biggleswade, SG18 8HW**

New boundary fence 1.95m high adjacent to an existing highway.

j. **CB/26/00022/FULL - 4 Auckland Road, Biggleswade, SG18 0DR**

Erection of a two storey and single storey rear extension, and front porch, with rooflight. Insertion of first floor side window and external alterations.

The Planning Officer has granted the Town Council an extension until midday on the 11th March to respond to this application.

k. **CB/26/00165/FULL - 38 Boddington Gardens, Biggleswade, SG18 0PJ**

Demolition of conservatory and construction of a single storey rear extension.

l. **CB/26/00329/FULL - 14 Brunswick Close, Biggleswade, SG18 0DA**

Demolition of existing garage, and the erection of a two-storey side extension.

m. **CB/26/00242/FULL - 4 Primrose Close, Biggleswade, SG18 8SN**

Single storey side extension. Loft conversion, raising the ridge height, with front rooflights and a rear dormer with a Juliette balcony.

n. **CB/26/00180/FULL - 15 Wilsheres Road, Biggleswade, SG18 0BU**

First floor side dormer, removal of rear door and install new window.

o. **Planning Appeal Outcome: CB/25/01267/FULL - 3 Sage Close, Biggleswade, SG18 8WH**

For Members to note the outcome of a planning appeal.

Erection of a rear part single, part two storey extensions, with roof light.

*At the Town Council meeting held on 12 August 2025, Members raised **NO OBJECTION** to this application, subject to consultation with neighbours and consideration of their comments.*

11. **PLANNING APPLICATION OUTCOMES**

- a. A report of the Planning Application Outcomes (by exception applications only) as of **Tuesday 03rd March 2026.**

12. **ACCOUNTS**

- a. **Financial Administration**

Position & Accounts for January 2026.

In addition, the usual financial documentation is available on the Council website as follows: Financial Transparency Documents | Biggleswade Town Council.

- i. Balance Sheet to 31/01/2026.
- ii. Detailed Income & Expenditure to 31/01/2026.
- iii. Payment Listing from 01/09/2025 to 31/01/2026.
- iv. Summary Income & Expenditure to 31/01/2026.

13. **ITEMS FOR INFORMATION**

- a. **CBC Update - New recycling services and updates to bin collections**

For Members to note a leaflet from Central Bedfordshire Council.

- b. **Proposed Temporary Speed Restriction – Langford Road, Biggleswade**

For Members to receive information from Central Bedfordshire Council's Street Works Team regarding temporary speed restrictions.

This information was received by Officers after the Town Council Meeting on the 10th February.

- c. **IT Tender**

For Members to receive and consider a report from the Administration and HR Manager.

d. **Standing Orders**

Members have reviewed and noted the BTC Standing Orders. The Standing Orders Working Group have agreed that a further review of the Standing Orders will be conducted at the beginning of the new financial year.

e. **BedsRCC Stratton Community Farm Consultation**

For Members to note the ongoing Stratton Community Farm consultation.

Stratton Community Farm is inviting residents of Biggleswade to provide feedback on the future of the site.

The consultation will inform plans to develop the farm to support local food growing, enabling people to produce fresh, nutritious food and share surplus with those in need. The consultation also aims to create a supportive, nature-based environment that encourages community participation, meaningful activity, and improves local biodiversity.

A series of events be run to enable residents to share their ideas, express their level of interest, and help guide the future development of Stratton Community Farm.

The consultation events will take place on the following dates:

- Saturday 14 March, 11am to 2pm, at Stratton Community Farm (refreshments available for a small donation)
- Wednesday 18 March, 3:30pm to 5pm, at Stratton Community Farm (refreshments available for a small donation)
- Saturday 21 March, 10am to 2pm, at Biggleswade Market

The consultation can be accessed via the link below:

Stratton Community Farm Consultation – Beds RCC

Further information is available by email at sara.white@bedsrcc.org.uk.

f. **Bedfordshire, Luton, Milton Keynes Integrated Care Board (BLMK ICB) Update**

Prior to the Joint Committee Meeting on 15th January 2026, Members submitted a list of questions to the Chairman, who subsequently shared these with the ICB for them to answer when they attended the meeting. Due to timing constraints, not all questions were able to be addressed during the meeting, and representatives of the ICB therefore agreed to provide written responses to the queries raised by Members.

Following the update provided by representatives of the ICB at the last meeting, Members **RESOLVED** that Central Bedfordshire Council health representatives, including the Executive Member for Health (Cllr Mark Smith) and an appropriate Officer, be invited to the next meeting to progress the ongoing discussion regarding health provision in Biggleswade.

Members are asked to note the written responses received from the BLMK ICB regarding the queries raised by Members of the Joint Committee.

g. **CBC Road Scheme: TRO-086 Various Off Street Car Parks, Biggleswade Town Council – Variation of Charges**

For Members to note a notice of variation of parking changes for BTC car parks. CBC's consultation ends on the 27th March 2026.

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_UqCWBsoyTYWj9myXHmOEPw

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**.

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.

(Exempt minutes of the Council Meeting 10th February 2026).
(Service Provision).
(Community Update).
(Sports Provision).

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.



MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 10TH FEBURARY 2026
AT 7.00PM AT BIGGLESWADE TOWN COUNCIL OFFICES
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL

PRESENT:

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

Mr K Hosseini – Interim Town Clerk
 Mr E Bour – Head of Finance & Deputy RFO
 Mr I Campbell – Community Development Manager
 Miss A Green - Committee Clerk

Members of the Public – 4

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. Apologies were received from the following:**

Cllr. M Russell, Cllr. S Sajid.

No other apologies were received.

2. DECLARATIONS OF INTEREST**a. Disclosable Pecuniary interests in any agenda item:**

No disclosable pecuniary interests were declared.

b. Non-Pecuniary interests in any agenda item:

No disclosable non-pecuniary interests were declared.

3. TOWN MAYOR'S ANNOUNCEMENTS

- a. The Mayor provided Members with an update on his recent civic engagements. Since the last Town Council meeting, the Mayor has undertaken the following activities:
- Unveiled the new Market Charter sign alongside Ruth Lloyd MBE JP, Deputy Lieutenant for Bedfordshire, and fellow Town Councillors.
 - Visited Hela Brands, located on the Stratton Way Business Park, and received a tour of the facilities along with information regarding their operations. The Mayor also had the opportunity to have a discussion with the directors.
- b. The Mayor expressed appreciation to Cllr P. Guilcher, for his heroic actions in response to a car crash in Edworth and conveyed best wishes for the individual involved.

4. PUBLIC OPEN SESSION

Mark Inskip - Manager, Biggleswade FC

- a. Mr. Inskip addressed Members regarding item 9c (Land East design Code Forum).

Mr. Inskip commented that leisure provision within Biggleswade had fallen significantly behind the town's development in other areas. He noted that retail expansion, residential and commercial development growth have all significantly outpaced the provision of leisure facilities within Biggleswade, particularly sporting infrastructure.

He noted the importance of Members being invited to take part in the design code forum, emphasising that this Working Group represented a significant and positive opportunity for Biggleswade.

In his address to Members, Mr. Inskip referenced the allocation of land for leisure in the S106 agreement for Land East. He urged that Members defend against the erosion of these commitments to ensure that the mistakes that occurred during the planning of the Kings Reach development are not repeated.

Mr. Inskip stressed the importance of Members, who are present at these meetings, highlighting the need to have dedicated parcels of land allocated to ensure the adequate provision of sports. As this is a key consideration that needs to be raised at the initial planning stage to avoid the same pitfalls seen at Kings Reach.

Closing his address, Mr. Inskip requested that Biggleswade Town Council, alongside Central Bedfordshire Council (CBC), adopt a consistent position to ensure that past failings are not replicated and residents of Biggleswade have greater sporting provision.

The Mayor thanked Mr. Inskip and invited him to provide a written summary of the points raised.

b. **Mr. Tony Dellow - Owner, House of Hatton**

Mr. Dellow addressed Members regarding item 10f (planning application CB/25/03949/FULL)

Mr. Dellow expressed concerns about the proposal to repurpose the former Halifax Bank to create a bingo centre.

Mr. Dellow raised concerns over the potential hours of operation proposed by the applicant. Should the application be granted the business would operate daily from 8.00am until 1.30am, with the potential to cause great disruption to the people of Biggleswade.

Mr. Dellow noted that his business caters to individuals who bring sentimental and high-value jewellery items for repair, and he tends to serve a large majority of the older population of Biggleswade.

He expressed fears that the presence of a Bingo centre has the potential to increase the likelihood of individuals monitoring customers as they enter or leave his premises, particularly given that his shop handles gold purchases and other high value transactions.

The Mayor thanked Mr. Dellow and invited him to provide a written summary of the points raised.

He noted that Members would be considering this item later in the agenda but urged Mr. Dellow to also raise his point with CBC as they are the principal planning authority and will have the ultimate say on the outcome of this application.

c. **Cllr. G Fage - Ward Councillor for Biggleswade East**

Cllr. Fage addressed Members regarding item 9C (Land East Design Code Forum).

He commented that the last opportunity for the town to influence a development within Biggleswade on this scale was in 2005 in relation to the Kings Reach development.

He urged Members to nominate individuals who had the time and knowledge to work constructively and collaboratively with all ward councillors to prevent the replication of past failures seen in the King's Reach development process.

The Mayor thanked Cllr Fage for his contribution.

5. **INVITED SPEAKER**

a. **Anglian Water - Matthew Newbold, Stuart Deany, Andrew Gibbons, Loraine Willis**

Representatives of Anglian Water and the @One Alliance presented a brief presentation regarding the upcoming improvement works on Hitchin Street.

Anglian Water plan to replace 800 metres of aged water mains pipes along Hitchin Street at an investment cost of £3 million.

The original timeline for this schedule of works was estimated to be 46 weeks, however through extensive planning and reprogramming this has been reduced to a thirty-one-week schedule.

The scheduled works will begin on 26 April 2026, following a two-week period beginning on the 13th of April, of preparatory work at the land opposite Biggleswade Town FC to establish a hub of operation.

It was emphasised that there would be extensive communication with residents prior to and during the improvement works, including letters, text alerts, social media updates, QR coded signage in the work area, and a dedicated, continually updated webpage providing progress information.

Representatives stated that they were in ongoing dialogue with bus operators, including Grant Palmer and the Ivel Sprinter.

Following the presentation Members raised the following:

- Whether roads could be reopened overnight when works were paused.
- The quality of reinstatement and previous failures in the road structure.
- The coordination of these works with other utilities.
- The overall capacity of the Water Recycling Centre
- Whether any outreach had been undertaken with local schools, noting that many children are transported by private operators to Etonbury and Samuel Whitbread and may be significantly affected by the diversion routes.

Anglian Water responded that, where it was safe and practical to do so, road closures would be lifted during the evenings when work was not taking place.

They explained that some areas of the existing road surface would be incorporated into their programme of reinstatement by virtue of the scope of the works, and that, once the project was completed, all affected sections would be repaired and resurfaced to an appropriate standard.

They further confirmed that consultation with local schools would commence shortly.

It was agreed that the Community Development Manager remain as the first point of contact between BTC and Anglian Water.

Concluding the discussion, the Mayor thanked the representatives of Anglian Water and the @One Alliance, for their thorough and clear presentation and confirmed that the Council looked forward to continued dialogue throughout the duration of the improvement works.

6. **MEMBERS' QUESTIONS**

There were no Members' questions.

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. The minutes were **APPROVED** as an accurate record of the Town Council Meeting held on **Tuesday 13th January 2026**.
- b. No amendments were made to the minutes.

The minutes were **APPROVED** as an accurate record of the Town Council Meeting held on **Tuesday 20th January 2026**.

- c. Members **NOTED** the minutes of the Finance and General Purposes Meeting held on **Tuesday 06th January 2026**.
- d. Members **NOTED** the minutes of the Biggleswade Joint Committee Meeting held on **Thursday 15th January 2026**.

8. MATTERS ARISING

- a. **Minutes of the Council Meeting held on Tuesday 13th January 2026.**

There were no matters arising from the minutes.

- b. **Minutes of the Council Meeting held on Tuesday 20th January 2026.**

There were no matters arising from the minutes.

9. ITEMS FOR CONSIDERATION

- a. **Meeting Schedule 2026–2027**

Members **RESOLVED** to defer this item to the next Town Council Meeting.

- b. **Insurance Renewal 2026–2027**

The Interim Town Clerk and The Head of Finance provided Members with a brief overview of the report.

Officers clarified that the quotes provided in the report are a three-year general insurance quote, terrorism cover, cyber insurance, and a one-year fleet insurance quote.

Following a brief discussion of the report, Members **RESOLVED** to renew the insurance policy including cyber and terrorism cover as per the quotes provided in Appendix A and B.

- c. **Land East Design Code Forum**

Members **RESOLVED** to appoint Cllr. D Albone, Cllr. M Foster and Cllr. M Russell to the Working Group.

- d. **CBC Consultation: Nuisance Vehicles Public Space Protection Order Consultation 2026**

Members **NOTED** the consultation.

- e. **CBC Creation Notice: Biggleswade Bridleway No. 89 and Part of Bridleway No. 58**

Members **NOTED** the path creation notice.

- f. **CBC Extinguishment Notice: Part of Biggleswade Footpath No. 39**

Members **NOTED** the path extinguishment notice.

10. **PLANNING APPLICATIONS**

a. **CB/TRE/25/00598 - 1 Dells Lane, Biggleswade, SG18 8LP**

The Town Council has **NOTED** this application.

b. **CB/25/04006/REG3 - Biggleswade Academy, Mead End, Biggleswade, SG18 8JU**

The Town Council has **NO OBJECTION** to this application.

c. **CB/25/03115/VOC - 124 Drove Road, Biggleswade, SG18 0HN**

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

d. **CB/25/03417/FULL - Land between 15 and 16 Anne Street, Biggleswade, SG18 0DD**

The Town Council has **NO OBJECTION** to this application, subject to the consideration of comments raised by Officers on the planning portal.

e. **CB/26/00022/FULL - 4 Auckland Road, Biggleswade, SG18 0DR**

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

f. **CB/25/03949/FULL - 20-22 High Street, Biggleswade, SG18 0JL**

Members discussed this application in connection with item 10i, as both applications relate to the same property.

Members engaged in a lengthy discussion regarding the proposed conversion of the basement and ground floor of the vacant Halifax Bank, into a Bingo Hall with a new entrance and new doors.

Members acknowledged the concerns raised by residents both during the public open session and through correspondence outside the meeting, agreeing that there were several concerning elements to this planning application.

It was noted that while the Town Council shared many of the concerns raised by residents, any official objection raised by of the Town Council in response to the planning application must focus on material planning considerations.

A Member suggested that the Council could object to the application on the basis of community impact, specifically on the grounds that this planning application would heighten the community fears of potential crime, have a disproportionate impact on more deprived or vulnerable residents, and encourage forms of gambling that may adversely affect individuals within the community who are already financially vulnerable.

Members agreed to this objection and noted that they would like to request that a ward councillor and or CBC call in the application for further review.

Resolution:

The Town Council **OBJECTS** to this application, on the basis that this application has the potential to cause significant impact to the community.

g. **CB/25/03283/FULL - 18 Stratton Way, Biggleswade, SG18 0NS**

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

h. **CB/TRE/26/00031 - Shortmead House, Shortmead Lane, Biggleswade, SG18 0FG**

The Town Council has **NO OBJECTION** to this application, subject to the consideration of the arborist's comments on the planning portal.

i. **CB/25/03978/FULL - 20-22 High Street, Biggleswade, SG18 0JL**

Members discussed this application in connection with item 10f, as both applications relate to the same property.

Resolution:

The Town Council **OBJECTS** to this application on the grounds of overdevelopment and the associated implications for safety.

11. **PLANNING APPLICATION OUTCOMES**

This report was **NOTED**.

12. **ACCOUNTS**

Financial Administration

a. **Position & Accounts for December 2025.**

The Head of Finance outlined the report to Members.

The projected outturn after nine months indicates a year-end deficit of £9,084 for 2025-26.

Any remaining deficit will be covered by the Council's general reserves if not offset through underspend within the approved budget.

Members **NOTED** the report.

13. **ITEMS FOR INFORMATION**

a. **Quarterly Bank Reconciliations**

Members **NOTED** the report.

b. **Health Hub Funding Update**

Members **RESOLVED** the following:

- Officers write to the local GP surgeries to ensure they are made aware of the comments made by the ICB at the last Joint committee meeting.
- That Officer invite the local GP surgeries and the ICB to a meeting to discuss the future of health provision in Biggleswade.

14. **PUBLIC OPEN SESSION**

a. **Cllr. G Fage - Ward Councillor for Biggleswade East**

Cllr. Fage addressed Members regarding item 9C (Land East Design Code Forum).

He explained that he would shortly circulate the Terms of Reference for the separate Joint Committee strategic working group, noting that this group would meet after the design code forum and would focus on broader strategic matters rather than detailed design principles.

He also noted that concerns about the condition of Hitchin Street, raised again during the Anglian Water presentation, had also been raised directly with the Assistant Head of Highways at the BJC meeting on 18 November.

- b. No members of the public were present online, and no other members of the public within the chamber indicated a wish to speak.

It was **RESOLVED** to go into the exempt session in view of the nature of the business to be discussed.

The Mayor concluded the public session.

15. **EXEMPT**

a. **HR Update**

Members **NOTED** the HR Update.

The Mayor closed the meeting at **8:51 pm**

BIGGLESWADE TOWN COUNCIL
Town Council Meeting 10th March 2026
Item 9a: Meetings Schedule Update Report

Implications of Recommendations

Corporate strategy: ENGAGEMENT: Improve our engagement with all stakeholders, including hard-to-reach groups.

Finance: Not Applicable.

Equality: Not Applicable.

Environment: Not Applicable

Community Safety: Not Applicable

Background

Officers obtained a Town Council resolution on 11th March 2024 to implement the current meetings schedule, displayed on the Town Council notice boards. The current meetings schedule is at appendix A.

Summary

Officers have produced a new Town Council meetings schedule for this meeting, at Appendix B. The proposed meeting schedule incorporates the financial meetings and budget building calendar. The proposed schedule has been agreed with the Mayor and Deputy Mayor.

- For the 2026–27 municipal year calendar, Officers are proposing five F&GP, four TCM, four PLOS, four Personnel Committee meetings, and four Joint Committee meetings. Officers are also proposing fourteen full Town Council meetings and eight Council Reserve meeting dates.
- The proposed schedule has been shared with CBC Officers for transparency. BTC Officers have also sought CBC confirmation on the proposed dates of the Biggleswade Joint Committee meeting (BJC, four per annum). The Joint Committee Chairman have indicated a preference for January (completed), April, July, and October to maintain the quarterly rhythm. Specific dates are being agreed and once confirmed the BJC meetings will be locked into the meetings schedule.
- Officers expect that the election of a new Council will take place on 6th May 2027. As such, the Annual Statutory Meeting will take place on 18th May 2027.

Recommendation

That Members consider and resolve to enable Officers to action the proposed meetings schedule for 2026-2027 and to place it on the Town Council noticeboards and website ahead of the start of the next municipal year, and once CBC Officers have confirmed the BJC meeting dates.

Asia Green
Committee Clerk

Karim Hosseini
Interim Town Clerk

Appendices:

Appendix A: Current Meetings Schedule.

Appendix B: Proposed 2025-26 Meetings Schedule.



Appendix A: Current Meeting Dates 2025-26



MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

DATES	TIME	MEETING
29 th April	7.30 pm	Annual Assembly
2025		
13 th May	7.00 pm	Annual Statutory Council
20 th May	7.00pm	Personnel
27 th May	7.00 pm	Council Reserve
3 rd June		
10 th June	7.00 pm	Council
17 th June	7.00 pm	Public Lands & Open Spaces
24 th June	7.00 pm	Council Reserve
1 st July	7.00 pm	Finance & General Purposes
8 th July	7.00 pm	Council
15 th July	7.00 pm	Town Centre Management
22 nd July	7.00 pm	Council Reserve
24 th July	7.00 pm	Joint Committee
29 th July		
5 th August		
12 th August	7.00 pm	Council
19 th August	7.00 pm	Personnel
26 th August	7.00 pm	Council Reserve
2 nd September		
9 th September	7.00 pm	Council
16 th September	7.00 pm	Finance & General Purposes
23 rd September	7.00 pm	Council Reserve
30 th September		
7 th October		
14 th October	7.00 pm	Council
21 st October	7.00 pm	Public Lands & Open Spaces (Budget)
23rd October	7.00 pm	Joint Committee – RESCHEDULED
28 th October	7.00 pm	Town Centre Management (Budget)

4 th November	7.00 pm	Personnel (Budget)
11 th November	7.00 pm	Council
18 th November	7:00pm	Joint Committee
25 th November	7.00 pm	Council – Broader Budget Setting
2 nd December	7.00 pm	Finance & General Purposes (Budget)
9 th December	7.00 pm	Council
16 th December		
23 rd December		
30 th December		
2026		
6 th January	7.00 pm	Finance & General Purposes (Budget)
13 th January	7.00 pm	Council
15 th January	7.00 pm	Joint Committee
20 th January	7.00 pm	Council - Precept
27 th January	7.00 pm	Public Lands & Open Spaces
3 rd February	7.00 pm	Personnel
10 th February	7.00 pm	Council
17 th February	7.00 pm	Town Centre Management
24 th February	7.00 pm	Council Reserve
3 rd March		
10 th March	7.00 pm	Council
17 th March	7.00 pm	Finance & General Purposes
24 th March	7.00 pm	Council Reserve
31 st March	7.00 pm	Public Lands & Open Spaces
7 th April		
14 th April	7.00 pm	Council
16 th April	7.00 pm	Joint Committee
21 st April	7.00 pm	Town Centre Management
28 th April	7.30 pm	Annual Assembly
New Municipal Year – 2026/27		
5 th May		
12 th May	7.00 pm	Annual Statutory
19 th May		



Appendix B: Proposed 2026-27 Meeting Dates



MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

DATES	TIME	MEETING
28 th April	7.30 pm	Annual Assembly
New Municipal Year – 2026/27		
5 th May		
12 th May	7.00 pm	Annual Statutory
19 th May	7.00pm	Personnel
26 th May	7.00 pm	Council Reserve
2 nd June		
9 th June	7.00 pm	Council
16 th June	7.00 pm	Public Lands & Open Spaces
23 rd June	7.00 pm	Council Reserve
30 th June	7.00 pm	Finance & General Purposes
14 th July	7.00 pm	Council
21 st July	7.00 pm	Town Centre Management
28 th July	7.00 pm	Council Reserve
30 th July	7.00 pm	Joint Committee
4 th August		
11 th August	7.00 pm	Council
18 th August	7.00 pm	Personnel
25 th August	7.00 pm	Council Reserve
1 st September		
8 th September	7.00 pm	Council
15 th September	7.00 pm	Finance & General Purposes
22 nd September	7.00 pm	Council Reserve
29 th September		
6 th October	7.00 pm	Public Lands & Open Spaces (Budget)
13 th October	7.00 pm	Council
20 th October	7.00 pm	Town Centre Management (Budget)
22 nd October	7.00 pm	Joint Committee

27 th October	7.00 pm	Council Reserve
5 th November	7.00 pm	Personnel (Budget)
10 th November	7.00 pm	Council
17 th November		
24 th November	7.00 pm	Council Reserve
01 st December	7.00 pm	Finance & General Purposes (Budget)
8 th December	7.00 pm	Council
15 th December		
22 nd December		
29 th December		
2027		
5 th January	7.00 pm	Finance & General Purposes (Budget)
12 th January	7.00 pm	Council
14 th January	7.00 pm	Joint Committee
19 th January	7.00 pm	Council - Precept
26 th January	7.00 pm	Public Lands & Open Spaces
2 nd February	7.00 pm	Personnel
9 th February	7.00 pm	Council
16 th February	7.00 pm	Town Centre Management
23 rd February	7.00 pm	Council Reserve
2 nd March		
9 th March	7.00 pm	Council
16 th March	7.00 pm	Finance & General Purposes
23 rd March	7.00 pm	Council Reserve
30 th March	7.00 pm	Public Lands & Open Spaces
6 th April		
13 th April	7.00 pm	Council
15 th April	7.00 pm	Joint Committee
20 th April	7.00 pm	Town Centre Management
27 th April	7.30 pm	Annual Assembly
New Municipal Year – 2027/28		
4 th May		
11 th May		
18 th May		Annual Statutory

PUBLIC NOTICE



CENTRAL BEDFORDSHIRE COUNCIL PROPOSES TO INTRODUCE A ONE-WAY TRAFFIC ORDER WITH CONTRAFLOW CYCLING ON THE BAULK, BIGGLESWADE

Reason for proposal: The proposed Order is considered necessary for facilitating the passage of traffic on the road and for preserving or improving the amenity of the area. The proposal is intended to reduce traffic conflicts and promote active travel and sustainable modes of transport. Please note that this is a retrospective consultation as the restriction is already in place. It has recently come to light that the permanent Traffic Regulation Order (TRO) is missing. We are therefore undertaking this retrospective consultation to meet statutory requirements and formally implement a new TRO.

Effect of the Order

To introduce a One Way Traffic Order with Contraflow Cycling on the following length of road in Biggleswade:-

1. The Baulk, from its junction with Chestnut Avenue to its junction with Drove – motor vehicles permitted to travel in that direction only.

Cyclists can enter at the Drove Road end.

Details may be viewed online at www.centralbedfordshire.gov.uk/publicstatutorynotices.

Comments should be sent by e-mail to highways.consultation@centralbedfordshire.gov.uk by 27th March 2026. Any objections must state the grounds on which they are made **and must quote unique reference number TRO-067**. If you want to send in your comments in writing please send them to the address shown below FAO Emily Hirst.

Please note that any comments received will be redacted of personal information and uploaded onto the Central Bedfordshire Council website as part of a report on the scheme a few days before the proposal is discussed at the relevant Traffic Management Meeting, where it will remain in the public domain. If you do not wish for your comments to be part of the report please state this explicitly within your response.

Order Title: If made will be "Central Bedfordshire Council (Drove Road, Biggleswade) (One-way Traffic with Contraflow Cycling) Order 202**"

Central Bedfordshire Council
Priory House
Chicksands
Shefford SG17 5TQ

Gary Powell
Service Director
Highways

06 March 2026



RE: Update on Proposed New Settlement in Tempsford

[REDACTED]

Subject: Update on Proposed New Settlement in Tempsford

Dear Clerk Karim Hosseini,

As the MP for North Bedfordshire, the Leader of Central Bedfordshire Council and the Chair of Tempsford Parish Council, we are writing to you as a parish that may be directly or indirectly affected by the Government's potential new settlement at Tempsford. Although we are still awaiting further detail, we wanted to update you on what we know so far, and on the steps we are taking to ensure local communities' views are included in the Government's consideration of this proposal.

As you are likely aware, last September, a [report](#) by the Government's New Towns Taskforce shortlisted Tempsford as one of 12 possible sites for a New Town. The report indicated a scale of "over 40,000 homes" but gave no detail about the potential site boundaries. The Government has described Tempsford as one of the "[most promising](#)" locations. This also follows the [Chancellor's announcement](#) of a new railway station at Tempsford last year.

Since the shortlist announcement, we have individually and collectively taken an active part in communicating with the Government and the public. Several letters have been sent to the Government, and meetings have also been held with Departmental officials to seek clarity on timescales and process. Officials advised that they were unable to provide details on final scale or boundaries because their work remains at an investigative stage. They did confirm, however, that they intend to coordinate this work with other major infrastructure projects in the region. In January, we held a meeting with Tempsford residents to hear their priorities and concerns, and these have been shared with the Department for consideration.

Although no final decisions have yet been confirmed about Tempsford's status, boundaries, scale, or delivery mechanism, the Minister recently advised in a [parliamentary debate](#) that the Government would consult on the New Towns programme in the coming weeks. This consultation should offer greater clarity on the proposed boundaries and scale of any potential settlement. Once published, we intend to convene a meeting with all parish councils and ward councillors likely to be affected.

In the meantime, please do not hesitate to contact any of us if you have views or concerns you would like to discuss.

Sincerely,

Richard, Adam and David

[REDACTED]

Development Management

Central Bedfordshire Council

Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ
www.centralbedfordshire.gov.uk



Biggleswade Town Council
Committee Services
The Old Court House
4 Saffron Road
Biggleswade
Beds
SG18 8DL

Contact Planning Appeals
Email planning.appeals@centralbedfordshire.gov.uk
Date 18 February 2026

Dear Committee Services,

TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78

Site address: 3 Sage Close, Biggleswade, SG18 8WH
Description of development: Erection of a rear part single, part two storey extensions, with roof light
Appellant's name: Mr and Mrs Kwiatkowski
Appeal reference: APP/P0240/D/25/3376039
Application reference: CB/25/01267/FULL

The decision against this appeal has been received as 'Allowed with Conditions'.

This decision can be viewed at <http://www.centralbedfordshire.gov.uk/planning-register> by entering the planning application reference 25/01267.

Yours sincerely,

Customer and Operations Team

planning.appeals@centralbedfordshire.gov.uk

Item 11a: Planning Application Outcomes

Outcome of CBC Planning Applications						
Date	Application No.	Location	Description	BTC Objection	Outcome from CB	Notes
10/02/2026	CB/25/03949/FULL -	20-22 High Street, Biggleswade, SG18 0JL	Conversion of basement and ground floor from a vacant Bank to a Bingo Hall with the insertion of a new entrance and new doors	The Town Council OBJECTS to this application, on the basis that this application has the potential to cause significant impact to the community.	Awaiting Outcome	Earliest Decision Date (Consultation Period Expires):03 / 03 / 2026 Target Date for Decision:17 / 03 / 2026
10/02/2026	CB/25/03978/FULL -	20-22 High Street, Biggleswade, SG18 0JL	Conversion of the first floor offices (Use Class Ec) to, 2 residential flats (Use Class 3a), with the creation of a cycle store to part of the ground floor. Elevational alterations including replacement upvc windows to first floor and new entrance door at ground floor.	The Town Council OBJECTS to this application on the grounds of overdevelopment and the associated implications for safety.	Awaiting Outcome	Earliest Decision Date (Consultation Period Expires):06 / 03 / 2026 Target Date for Decision:19 / 03 / 2026

BIGGLESWADE TOWN COUNCIL
Town Council Meeting 10th March 2026
Item 12a: Financial Management Report for January 2026

Implications of Recommendations

Corporate Strategy: Good Governance - ensure that the Town Council continues to operate within legislation, regulation, ethical guidelines and best practice.

Finance: Improve Financial reporting with commentary for additional context.

Equality: Not applicable.

Environment: Not applicable.

Community Safety: Not applicable.

Background

The usual four reports are on the Council's website. The full pathway for the January 2026 reports is:

<https://biggleswadetowncouncil.gov.uk/about-the-council/finance-transparency-documents/>

The projected outturn position after ten months indicates an underspend of £724 for 2025-26 financial year.

This improved financial position is mainly attributable to:

- Increased interest income compared to budgeted level.
- Unspent allocations within approved expenditure budgets.
- Strong budget monitoring practices, which have, for example, resulted in credits being received from the Council's utility provider.

The Financial Management Report for January 2026 is available as Appendix A.

Recommendation:

Members consider and approve the January 2026 Financial Management report.

Ernest Bour
Head of Finance

Appendices:

Appendix A: Financial Management report for January 2026

Biggleswade Town Council		Management Accounts Finance Report 31/01/2026						APPENDIX A
		Actual	Actual	Budget	Variance	Projected	Committed	
		FY24/25	FY 25/26	FY 25/26	FY 25/26	Outturn	Expenditure	
						FY 25/26		
							COMMENTARY	
ALLOTMENTS	Income	10740	10273	12400	(2127)	10273	Few allotment plots have recently been relinquished, to minimise the number of vacant plots, Officers are offering full plots to existing tenants who currently hold half plots. At present, there is nowaiting list for allotment plots.	
	Expenditure	2387	4050	7200	2882	6200		
	Movement to/(from) Gen Reserve	8353	6223	5200	(5009)	4073		
BURIAL GROUNDS	Income	80045	44629	75018	(30389)	51114	The projected income has been reduced because the actual income has reduced considerably compared to the same time last year.	
	Expenditure	8433	10343	9900	443	10442	The projected cost has been increased to incorporate the electrical installation review at the old Chapel and the follow - up cost associated with remedial works.	
	Movement to/(from) Gen Reserve	71612	34286	65118	(30832)	40672		
CAR PARKS	Income	40698	43372	50500	(7128)	50653	Actual income from the car park for this financial year has reduced compared to the same time as last year due to software issues affecting the new car parking machines during the first quarter. Council Officers have worked with the car park machine provider to implement a permanent resolution to these technical problems. The company has acknowledged the disruption and agreed to compensate the Council for the associated loss of income. This compensation will help mitigate the impact on the overall budget and support a more stable financial position moving forward.	
	Expenditure	78937	80729	87701	1878	90177	The projected expenditure has been increased to cover the costs related to the external grant and successful insurance claim. An equivalent amount is included in the car park income.	
	Movement to/(from) Gen Reserve	(38,239)	(37357)	(37201)	(9006)	(39524)		
MARKET	Income	20985	19036	23500	(4464)	22626	Projected income has been slightly reduced. Officers have increased efforts to raise awareness of the charter market.	
	Expenditure	4545	2835	4850	2015	3796		
	Movement to/(from) Gen Reserve	16440	16201	18650	(6479)	18830		
TOWN CENTRE GENERAL	Income	79879	8267	3500	4767	8268	Excess actual income over budget relates to external grant received. Excess actual expenditure over budget relates to external grant expenses. The town centre CCTV cabling contract has been increased by 100% by the current provider.	
	Expenditure	83436	128691	65050	(65910)	85681		
	Movement to/(from) Gen Reserve	(3557)	(120424)	(61550)	70677	(77413)		
CAPITAL EXPENDITURE	Income	84416	75593	0	0	0		
	Expenditure	212282	42497	94000	(24617)	71000		
	Movement to/(from) Gen Reserve	(127866)	33096	(94000)	24617	(71000)		
PUBLIC CONVENIENCES	Expenditure	17697	12513	16380	3867	16721	0	
CORPORATE MANAGEMENT	Income	1662390	1872338	1862460	9878	1878460	The Council has received the total precept for this financial year. Excess actual income over budget relates to interest income received.	
	Expenditure	3700	405	4000	(3595)	4000		
	Movement to/(from) Gen Reserve	1658690	1859420	1842080	9606	1857739		
DEMOCRATIC REP'N & MGM'T	Expenditure	9010	6160	12900	6740	11500	0	
CIVIC ACTIVITIES & EXPENSES	Income	1713	1683	0	448	1683	This income represents funds for Mayors Charity. The projected expenditure has been increased to cover related expenditure for the recent visit by delegates from Germany and France.	
	Expenditure	3622	2181	3250	1017	5933		
	Movement to/(from) Gen Reserve	(1,909)	(6658)	(16150)	(7309)	(15750)		
ORCHARD COMMUNITY CENTRE	Income	55055	59597	62000	(2403)	63113	The introduction of badminton, table tennis, and the repurposing of the Barnett Room are expected to achieve or slightly exceed the budgeted income, driven by anticipated high participation and popularity of these activities.	
	Expenditure	23903	22949	40580	15897	38917		
	Movement to/(from) Gen Reserve	31152	36648	21420	(18300)	24196		
RECREATION GROUNDS	Income	13190	15534	21500	(5966)	14751	The projected income has been reduced because the local football team decided not to proceed with renting the Lakes pitch on a long-term basis after internal reorganisation. Negotiations are taking place with another tenant to rent the pitches. The projected expenditure has been reduced because of credit received from the utility company for the old depot.	
	Expenditure	74705	53856	83730	28097	75372		
	Movement to/(from) Gen Reserve	(61,514)	(38322)	(62230)	(34063)	(60621)		
CENTRAL SERVICES (includes Magistrates Court and Grants)	Income	810	1696	340	442	1696		
	Expenditure	1300576	1191327	1474669	270948	1467448		
	Movement to/(from) Gen Reserve	(1,299,766)	(1189631)	(1474329)	(270506)	(1465752)		
PUBLIC REALM (includes Depot and Repairs & Maintenance)	Income	7350	18469	18600	(131)	18469	The projected expenditure has been reduced compared to previous months and this is because the Council has received credits from the utility company for the new depot.	
	Expenditure	188264	205349	225608	16548	233195		
	Movement to/(from) Gen Reserve	(180,914)	(186880)	(207008)	(16679)	(214726)		
GRAND TOTALS								
Income		2057271	2170487	2129818	(37073)	2121106		
Expenditure		2011497	1763885	2129818	365933	2120382	103419	
Movement to/(from) Gen Reserve		45774	406602	0		724		

New recycling services and updates to bin collections

The latest news from Central Bedfordshire Council

Share this news update

Recycling in Central Bedfordshire is about to get a whole lot easier

We're making
recycling
easier for you



Changes coming on
30 March 2026



What's changing?

From **Monday 30 March 2026**:

- you will be able to add glass bottles and jars to your mixed dry recycling bin
- flats can start to use their new food waste caddies
- bin collection days will change in some areas

These improvements are based on what you've told us about recycling, and they're designed to make recycling at home simpler and easier for you.

We're making recycling easier for your everyday routine

These improvements to your service will make it easier than ever to recycle more from home.

What's changing from 30 March?

From this date you will be able to put glass bottles and jars in your kerbside mixed dry recycling bin, along with paper, card, cans, tins, aluminium foil, plastic bottles, pots, tubs, trays and cartons. Please use your existing bin with a green or orange lid.

If you currently have a separate kerbside glass collection using a box, you'll start to use your mixed dry recycling bin for glass. You can keep the box for your own use or take it to your nearest [Household Waste Recycling Centre](#) to recycle it.

Broken glass bottles and jars will be able to go in your mixed dry recycling bin from this date too, if it's safe to do so. You can wrap broken glass bottles and jars in paper, or place them in a cardboard box, and put them in your dry recycling bin.

What stays out?

Drinking glasses, Pyrex, light bulbs, mirrors, ceramics and cookware should **not** be placed in your recycling bins.

Ideally, these should be taken to your nearest [Household Waste Recycling Centre](#) (HWRC) for reuse or disposal. However, if they are broken, they can go in the black bin or the general rubbish at the HWRC.

[Find out more about glass recycling](#)

Bin collection day changes

To support the new recycling service, we need to make some changes to bin lorry routes. If your home is affected, we will write to you in mid-March.

You can also check the bin collection calendar on our website from early March to see if your household is affected.

[Check my bin collection day](#)

New food waste collections for flats

From 30 March all residents living in flats will receive weekly food waste collections.

Food waste caddies and food waste bins for flats will be delivered from late February and throughout March in time for the new collections starting. They will contain a leaflet with instructions detailing how to use the caddy.



[Find out more food waste for flats](#)

Removal of bottle banks



Once the service changes are in place, bottle banks will be removed across Central Bedfordshire.

Glass recycling will continue to be available at our [Household Waste Recycling Centres](#)

your
reference
our reference CBC 103187
please ask for Streetworks
direct line
e-mail streetworks@centralbedfordshire.gov.uk
web-site www.roadworks.org

For your information

Proposed Temporary 40mph Speed Limit Restriction – Langford Road, Biggleswade

I have a request for a Temporary 40mph Speed Limit Restriction at the above location to enable safe ingress & egress into site compound. Details are listed in the schedule below and having assessed the application I am satisfied the request is justified.

The restrictions are to be in operation only when the necessary signs are erected on site. The Legal Order will be made to cover an 18 month period. Access may be allowed from time to time according to local signing.

If you have any observations, you wish to make I would be grateful if you could let me know as soon as possible.

Streetworks Team

.....

Road: Langford Road, Biggleswade

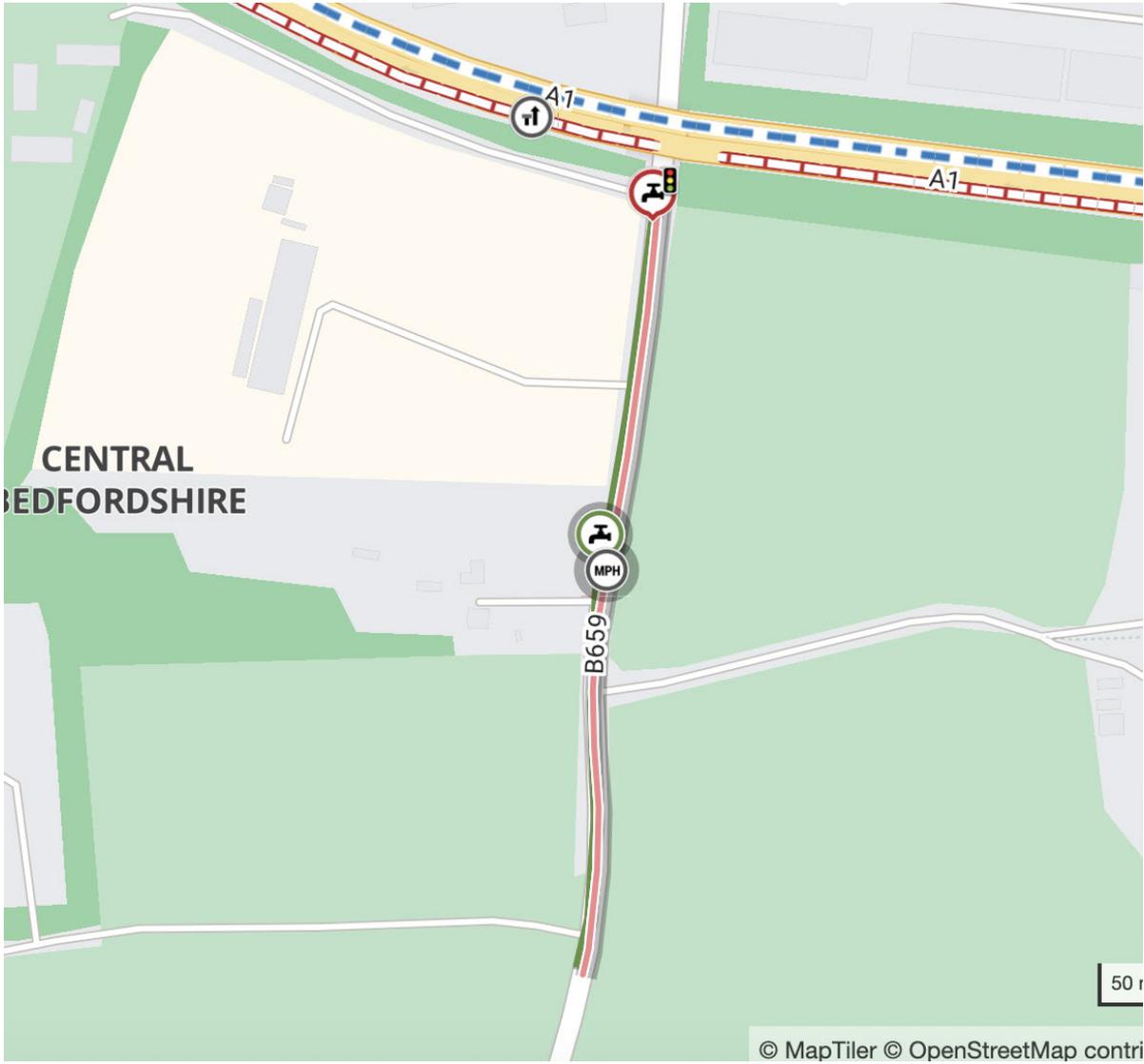
Application from: Anglian Water - 08457145145

Reason: enable ingress & egress into site compound

Length affected: 100m south of Eldon Way to 135m south of Cow Close

Date: The speed restriction will be in place from 23rd February 2026 to 26 February 2027

NB. The applicant will be responsible for taking down all Central Bedfordshire Council public notices immediately after the works requiring the Order have been completed.



BIGGLESWADE TOWN COUNCIL
Town Council Meeting 10th March 2026
Item 13c: IT Tender

Implications of Recommendations

Corporate Strategy: PERFORMANCE: Continuously improve our efficiency and effectiveness.

Finance: Funds will be sourced from the IT 2026/27 budget which is £74k including hardware and software (Approved by the RFO).

Equality: Not applicable.

Environment: Not applicable.

Community Safety: Not applicable.

Background

The Council's current IT Contract with Node IT ends in October 2026. In line with the current Financial Regulations, the Council will need to go to Tender to appoint a provider and sign a new contract.

Summary

The Finance & Administration Officer has drafted an IT Tender document. The specification covers ongoing IT support, maintenance and cybersecurity measures. The draft tender document is in line with the Council's Financial Regulations.

Timeline

The expectation would be that this tender document is published onto the Government's Contract Finder platform from May 2026, with the deadline for tender applications being July 2026.

The opening of the tender envelopes will take place in August 2026, and nominated Members will be required to open and sign the envelopes consistent with our Financial Regulations. Each tender application will be measured against the following criteria: technical specifications, supplier experience and capabilities, quality, price, and social value.

Tenders will be evaluated by Officers with a recommendation brought back to Council in August 2026. The tender evaluation will be completed by Officers, with the final outcome reported to Council in August 2026 under Items for Information. To meet the required timelines, the choice of IT provider cannot be reconsidered or discussed further at the August 2026 Council meeting.

Recommendations

- For Members to note the report.

- For Members to nominate which Members will be the signatories for the tender opening.

Helen Calvert
Administration & HR Manager



PUBLIC NOTICE



CENTRAL BEDFORDSHIRE COUNCIL ON BEHALF OF
BIGGLESWADE TOWN COUNCIL

NOTICE OF VARIATION OF PARKING CHANGES

Notice is hereby given that Central Bedfordshire Council, in exercise of its powers under Sections 35(1), 35(3) and 35C of the Road Traffic Regulation Act 1984, and all other enabling powers, proposes to revise the charges for Off-Street Parking Places in Biggleswade on behalf of Biggleswade Town Council as follows:

Tariff Changes for Car Parks and Permits

Location	Pay and Display Times	Existing Charges up to 31/03/2026	New Charges from 01/04/2026
Mill Lane	Monday – Friday 08:00am -6:00pm (Excluding Bank Holidays)	Up to 2 hours Free Up to 3 hours £1.50 Up to 4 hours £2.00 No Permits available	Up to 2 hours Free Up to 3 hours £1.60 Up to 4 hours £2.10 No Permits available
St Andrews	Monday – Friday 08:00am -6:00pm (Excluding Bank Holidays)	Up to 2 hours Free Up to 3 hours £1.50 Up to 4 hours £2.00 Residents Permit Annual £169.00 Bi Annual £102.00 Quarterly £54.00 Monthly £24.00	Up to 2 hours Free Up to 3 hours £1.60 Up to 4 hours £2.10 Residents Permit Annual £175.00 Bi Annual £106.00 Quarterly £56.00 Monthly £25.00
Dan Albone	Monday – Friday 08:00am -6:00pm (Excluding Bank Holidays)	Up to 2 hours Free Up to 3 hours £1.50 Up to 4 hours £2.00 Up to 6 hours £2.50 Up to 10 hours £5.00 Workers Permit Annual £299.00 Bi Annual £163.00 Quarterly £109.00 Monthly £72.00	Up to 2 hours Free Up to 3 hours £1.60 Up to 4 hours £2.10 Up to 6 hours £2.60 Up to 10 hours £5.20 Workers Permit Annual £310.00 Bi Annual £169.00 Quarterly £113.00 Monthly £75.00
Chestnut Avenue	Monday – Friday 08:00am -6:00pm (Excluding Bank Holidays)	Up to 2 hours Free Up to 3 hours £1.50 Up to 4 hours £2.00 No Permits available	Up to 2 hours Free Up to 3 hours £1.60 Up to 4 hours £2.10 No Permits available

Rose Lane	Monday – Friday 08:00am -6:00pm (Excluding Bank Holidays)	Up to 2 hours Free Up to 3 hours £1.50 Up to 4 hours £2.00 Up to 6 hours £2.50 Residents Permit Annual £169.00 Bi Annual £102.00 Quarterly £54.00 Monthly £24.00 Workers Permit Annual £299.00 Bi Annual £163.00 Quarterly £109.00 Monthly 72.00	Up to 2 hours Free Up to 3 hours £1.60 Up to 4 hours £2.10 Up to 6 hours £2.60 Residents Permit Annual £175.00 Bi Annual £106.00 Quarterly £56.00 Monthly £25.00 Workers Permit Annual £310.00 Bi Annual £169.00 Quarterly £113.00 Monthly £75.00
White Hart	Monday – Friday 08:00am -6:00pm (Excluding Bank Holidays)	Up to 1 hour Free No Permits available	Up to 1 hour Free No Permits available

New charges to be effective from 1st April 2026

Central Bedfordshire Council
 Priory House
 Chicksands
 Shefford SG1917 5TQ

Gary Powell
 Assistant Director
 Highways

06 March 2026

