



Ref: Agenda/Council-22/09/2020

17th September 2020

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 22nd September 2020 via Virtual access, Biggleswade** commencing at **7.00 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

Peter Tarrant
Town Clerk & Chief Executive

Distribution: All Town Councillors Bedfordshire Constabulary
Notice Boards (2) County Library, Biggleswade
Central Bedfordshire Council
The Editor, Biggleswade Today

AGENDA

1. **APOLOGIES FOR ABSENCE**
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://zoom.us/webinar/register/WN_Ojr88LzgTmKx46UI23PB1g

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 – N/A**

6. **MEMBERS QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive the minutes of the Council Meeting held on **Tuesday 8th September 2020** 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 8th September 2020**.

9. **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. Click on the hyperlink on the heading of each planning application listed below.

a. **CB/20/03117/FULL – 5 Cedar Avenue, Biggleswade, SG18 0DE**

Proposed replacement of existing carport with an infill extension.

b. **CB/20/03076/FULL – 12 Pople Road, Biggleswade, SG18 8GJ**

Two storey side extension and garage conversion.

c. **CB/20/03247/FULL – 1 Milestones, Biggleswade, SG18 8PP**

Proposed Single Storey Rear Extension + Erection of 1.8M high fence with double gates.

10. **ITEMS FOR CONSIDERATION**

a. **Online Meetings**

Councillors are requested to consider that Standing Committee meetings will not be live streamed in future to YouTube, The Town Council will still record all meetings but these recordings will be kept on the Council's Zoom account and will not be released to the public. Going forward, Town Council meetings will still be streamed to YouTube for transparency reasons.

b. **Crime Statistics – August 2020**

Biggleswade crime statistics for August 2020. (Attached)

11. **ITEMS FOR INFORMATION**

a. **Public Notice – Temporary Prohibition of through traffic – Footpath Nos 30,33 and 36**

Attached is a copy of the Notice which will be published in the Biggleswade Chronicle by Central Bedfordshire Council as to their intention to make an Order for the temporary closure of the above Footpaths to enable resurfacing works to be carried out.

12. **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://zoom.us/webinar/register/WN_Ojr88LzqTmKx46UI23PB1g

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**.

13. **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.

(14a. Draft BGW Letter to Shuttleworth)

(14b. Website Design Proposals)

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 8th SEPTEMBER 2020
AT 7PM VIA ZOOM WEBINAR FUNCTION

PRESENT:

Cllr D. Albone
Cllr I. Bond
Cllr K. Brown
Cllr G. Fage (Vice Chairman)
Cllr F. Foster
Cllr L. Fage
Cllr M Foster
Cllr M. Knight
Cllr M. North
Cllr R. Pullinger
Cllr M. Russell (Chairman)
Cllr D. Strachan
Cllr C. Thomas
Cllr J. Woodhead

Mr P. Tarrant – Town Clerk & Chief Executive, Biggleswade Town Council
Mr P. Truppin – Assistant Town Clerk, Biggleswade Town Council
Mrs S. van der Merwe – Meeting Administrator, Biggleswade Town Council

Members of Public – 11

Meeting Formalities:

Following a reminder to meeting attendees, both panel and public, 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 the individual. The Mayor asked everyone to mute their microphones when not speaking.

1. APOLOGIES FOR ABSENCE

Cllr H Ramsay.

ABSENT WITHOUT APOLOGIES

None.

2. DECLARATIONS OF INTEREST

a. Disclosable Pecuniary interests in any agenda item:

Cllr I Bond – Item 11a - Lindsell's Crossing.

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

Cllr G Fage – Item 9d – Planning Application: 29 Market Square.

3. **TOWN MAYOR'S ANNOUNCEMENTS**

None.

4. **PUBLIC OPEN SESSION**

The IT Administrator advised members of the public wishing to speak to use the “raise hand” function on screen.

a. **Mr Paul How - Hallam Development**

Mr How has not seen any documents online displaying the public’s objections to Hallam’s proposed development. Members noted that further information should be available when the outline Planning Application is presented at Development Management Committee.

5. **INVITED SPEAKER**

None.

6. **MEMBERS' QUESTIONS**

None.

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

Members received the minutes of the Council Meeting held on **Tuesday 25th August 2020**.

There were no amendments to be made and the minutes were approved as a true and accurate record.

8. **MATTERS ARISING**

Matters arising from the Minutes of the Town Council Meeting of **25th August 2020**.

- a. **Page 3: Item 8a: Implementation of Parking Orders:** Members were informed that Central Bedfordshire Council's Highways Team will contact the Town Clerk directly to resolve this.
- b. **Page 5: Allotment Access Road:** Members requested an update on this matter. The Town Clerk advised that he would contact Central Bedfordshire Council for an update on BTC's original request for information.

- c. **Page 5: Item 11c: Pedestrian Crossing: Potton Road:** Members noted that the zebra crossing has now been reinstated. However, residents have raised additional concerns about parking at the entrance to Nursery Close and Stratton Way school during school closing time. Members had previously asked for CBC to monitor these parking issues. The Town Council have asked CBC for an update on resolving these issues.

9. **PLANNING APPLICATIONS**

a. **CB/20/02905/FULL - 102 Sun Street, Biggleswade, SG18 0BZ**

Proposed rear extension & alterations to existing dwelling.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application providing the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations. In addition, the Council is to ensure that their guidelines on the size of the proposed dwellings are complied with to eliminate detriment in respect of light and privacy of adjacent residents.

b. **CB/20/02899/FULL – 87 Holme Court Avenue, Biggleswade, SG18 8PE**

Single storey side/rear extension.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application providing the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations. In addition, the Council is to ensure that their guidelines on the size of the proposed dwellings are complied with to eliminate detriment in respect of light and privacy of adjacent residents.

c. **CB/20/03030/OUT - Home Farm House, Dunton Lane, Biggleswade, SG18 8QU**

Erection of a detached dwelling and associated works.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application providing the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations. In addition, the Council is to ensure that their guidelines on the size of the proposed dwelling is complied with to eliminate detriment in respect of light and privacy of adjacent residents.

d. **CB/20/02044/LB - 29 Market Square, Biggleswade, SG18 8AQ**

Listed Building: external paintwork to the ground floor retail space from turquoise blue to black surrounds.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application providing the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

e. **CB/20/01393/VOC Land at the rear of 33 - 57 Shortmead Street, Biggleswade, SG18 0AT**

Variation to Condition 19 of Planning Permission CB/16/00181/FULL (Construction of 30 no. dwellings and associated road, demolition of commercial premises). Addition of working drawing for TH2 house type to approved plans RDC1034-TH2-200H.

It was **RESOLVED** that the Town Council **OBJECTS** to this planning application.

1. The objection is due to the height of the building.
2. The aesthetics of the building is overbearing and out of keeping to the original application.
3. The building is too close to the residential homes and have detrimental impact to adjacent residents.
4. Previous applications have been objected to for buildings of this height.

Councillors noted that this application has been “called in” for consideration at the Development Management Committee of CBC.

f. **CB/19/02827/PAPC - Land North of Biggleswade**

Development Brief relating to a residential scheme of around 400 dwellings at land north of Biggleswade, with access taken from Furzenhall Road.

It was **UNANIMOUSLY RESOLVED** that the Town Council **STRONGLY OBJECT** to this application.

Councillors considered a draft letter in support of the Town Council Objection to this planning application and to the Development Brief relating to it.

The main points are as follows:

“The Council believes that the Application does not comply with the National Planning Policy Framework (NPPF) and has the following comments:

1. The Applicant has failed to demonstrate that the location of the proposed development is sustainable.
2. The Applicant has failed to demonstrate that a safe and suitable means of access to the site can be achieved for all users.
3. The Applicant has failed to demonstrate that the development will not have an unacceptable impact on highway safety, most notably at a junction which is also the access point for a school.
4. The Applicant has failed to demonstrate that the development will not have an unacceptable impact on the operation of the highways network.
5. The Applicant has failed to demonstrate that the development will conserve and enhance the natural environment.
6. The Applicant has failed to demonstrate that the development will achieve a well-designed place.

Council also agreed that the use of the 2011 Census is outdated, and the methods used, and calculations made to underpin the assessment’s conclusions are incomplete, inaccurate, out of date and deliberately misleading.

Council also agreed that Cllr G Fage would be appointed to represent BTC and to speak at the Development Management Committee Meeting.

It was **RESOLVED** that the draft letter be approved, and that letter and the previous letter of objection be sent to the named planning officer and to the general planning address. Further, that a shorter version be circulated to Members of the CBC Development Management Committee for information.

10. **ACCOUNTS**

Members received and **ADOPTED** the following accounts:

- i. Lloyds Bank Payment listing 31/07/2020.

11. **ITEMS FOR CONSIDERATION**

a. **Lindsells Level Crossing, Biggleswade - Proposed closure Lindsells level crossing - Biggleswade Bridleway No. 11**

Members discussed the proposed closure of Lindsells Crossing and the creation of an alternative route via a new bridleway bridge.

It was felt that the crossing is an important part of the HIF bid and for the safety of residents. There are also upgrades to footpaths and bridleways and Members supported the proposed changes to enable access to the footbridge.

Members noted that the current plans had been agreed some time ago and that any delay to the HIF bid would be counter-productive.

Members **APPROVED** the proposal in its current format.

12. **ITEMS FOR INFORMATION**

a. **Planning Application Outcomes**

Members **NOTED** the contents of the current outcomes document.

Members were informed that the landlord of 4 London Road now wishes to keep this property as a commercial space and is seeking new commercial occupants.

b. **CB/20/00959/OUT - Land East of Biggleswade**

Members were informed that hard copies of various documents are held in the Council offices for inspection.

Members **NOTED** the extra information submitted for the second outline planning application.

13. 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.

a. Cllr H Whitaker – Allotment Access Road

Members were advised that CBC had granted the developer the right to create the road and block off access until the building work had been completed. It was noted that this building work is expected to be completed within three years. Members were informed that once the development has been completed there will be a new access road and a rights of way plan will be sent to the Town Clerk. It was noted that there is considerable heavy plant and machinery using the road which poses a danger to pedestrians. Cllr H Whitaker suggested that the Town Council check the allotment lease issued from CBC to check on what access rights were initially given.

14. EXEMPT ITEMS

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.

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

- a. Purchase of Old Town Hall
- b. Land North of Biggleswade
- c. Drove Road Chapel Wall Repairs

**Report to Council
Tuesday 22nd September 2020**

Report Title - Crime Statistics August 2020

Implications of Recommendations

Corporate Strategy: No implication.

Finance: No implication.

Equality: No implication.

Environment: No implication.

Community Safety: Seeks to meet Councils Statutory Safety Community responsibilities by ensuring that we have an overview of the relevant crime statistics for the month.

Background:

This report has been created following Members requests at the 25th August 2020 Council Meeting for a more user-friendly display of the crime statistics. Members requested a comparison with previous years statistics to understand if there is a connection with the lockdown and COVID-19.

Introduction:

The report displays the impact of COVID-19 on criminal activity within Biggleswade and a comparison of criminal activity in Biggleswade between 2019 and 2020.

Please note that if there have been no reported crimes of a category of crime then this will not be displayed in the graph. The appendix provides a breakdown of how the different types of crime reported in Biggleswade have been categorised.

The Council wish to express thanks to Amanda Cawthorn, Chair of Biggleswade Community Safety Group, for her assistance in providing a complete list of Crime Statistics for Biggleswade for the last two years. Amanda Cawthorn, on behalf of Biggleswade Community Safety Group, has been responsible for operating a range of watch schemes in Biggleswade to tackle criminal activity. Biggleswade Community Safety Group have assisted Bedfordshire Police with a number of operations and have also run their own campaigns targeting certain crime types in different areas across the town.

The figures used within this report are the crimes recorded in Biggleswade by Bedfordshire Police and that can be shared with the public.

Overview of Graphs:

Graph 1 Analysis

- Considerable reduction in thefts or attempted thefts, as well as assaults, for the month of August 2020.
- Theft or attempted thefts form the greatest number of crimes recorded in Biggleswade for months June to August 2020.

Graph 2 Analysis

- The COVID-19/lockdown period reported a significantly higher number of thefts or attempted thefts when compared with the same period for 2019.
- There has been a reduced number of burglary, criminal damage, and violent offences for the COVID-19/lockdown period when compared with the same period for 2019.

Graph 3 Analysis

- There have been a greater number of thefts or attempted thefts for the period January – August 2020 when compared with the same period for 2019.

Recommendations:

To note the Crime Statistics August 2020 report.

Requested Member Input:

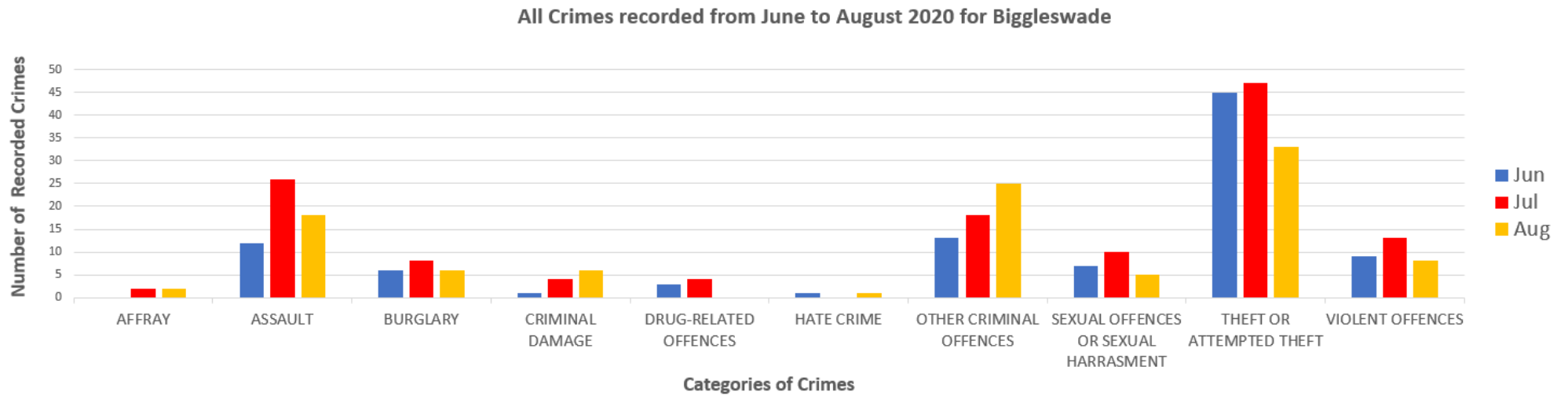
- Do the graphs displayed in the report meet the requests made at the 25th August 2020 Council Meeting?
- Are any additional/alternative graphs required for the 27th October 2020 Council Meeting?
- Is the categorisation of crimes as listed in the Appendix insightful?

Main Messaging:

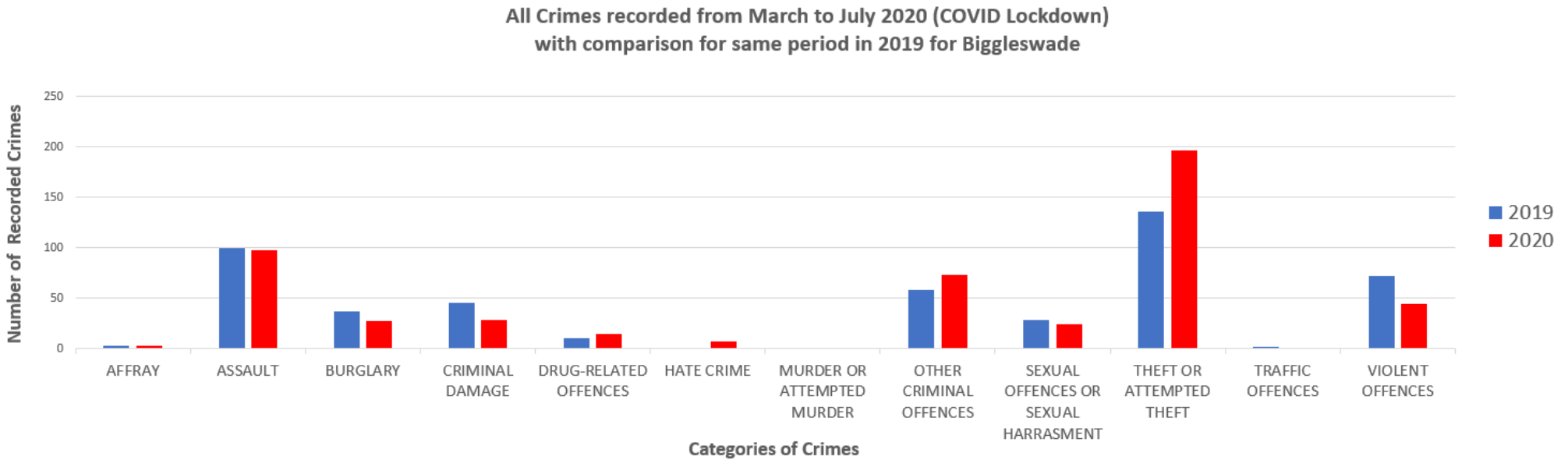
The increase of reported thefts or attempted thefts within Biggleswade is a cause for concern. This information will be discussed at the Community Safety Partnership meeting on the 8th October 2020. Peter Tarrant, Town Clerk and Chief Executive, will provide an update from this discussion at the 27th October 2020 Council Meeting.

Helen Calvert, Administrator, September 2020

Graph 1

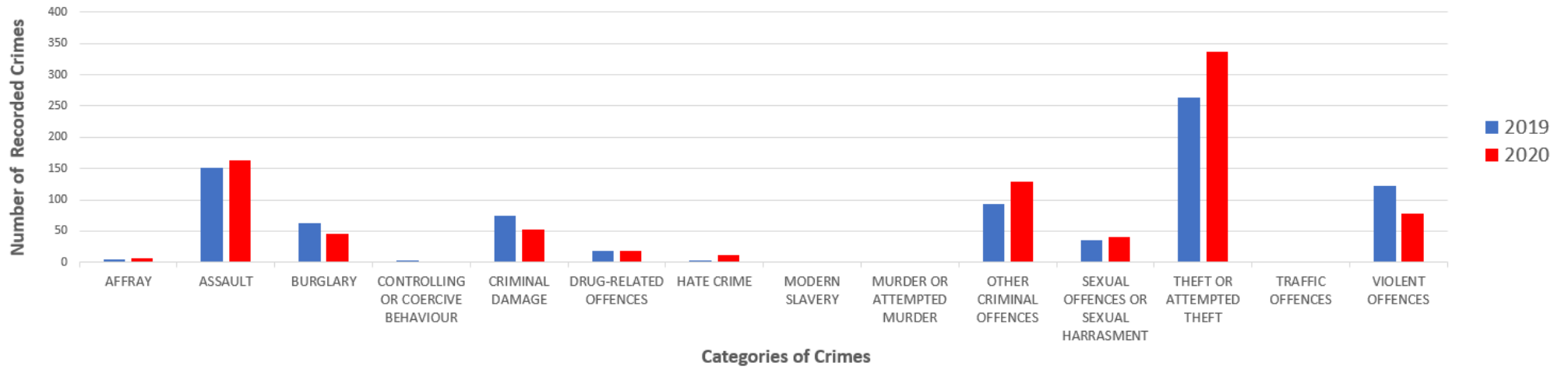


Graph 2



Graph 3

All Crimes recorded from January to August 2020
with comparison for same period in 2019 for Biggleswade



Appendix

Categorisation of Crimes for Biggleswade Crime Statistics August 2020

Summary

Summary of Categories

AFFRAY

Affray

ASSAULT

Assault occasioning actual bodily harm (ABH)

Assault or assault by beating of a constable

Assault or assault by beating of an emergency worker (except a constable)

Assault Police - Assault occasioning actual bodily harm (ABH) (S.47)

Assault without Injury - Common assault and battery

Assault without injury on a constable (Police Act offence)

BURGLARY

Aggravated Burglary - Business and Community

Aggravated Burglary - Residential - Dwelling

Attempted Burglary - Business and Community

Attempted Burglary - Residential - Dwelling

Burglary - Business and Community

Burglary - Residential - Dwelling

Burglary - Residential - Non-Dwelling

CONTROLLING OR COERCIVE BEHAVIOUR

Controlling/Coercive behaviour

DRUG-RELATED OFFENCES

Having possession of a controlled drug - Class A - Cocaine

Having possession of a controlled drug - Class A - Heroin

Having possession of a controlled drug - Class A - Other

Having possession of a controlled drug - Class B - Cannabis

Possession of a controlled drug with intent to supply - Cannabis

Possession of a controlled drug with intent to supply - Class B - Cannabis

Possession of a controlled drug with intent to supply - Class B - Other

Production or being concerned in production of a controlled drug - Class B - Cannabis

Supplying or offering to supply a controlled drug - Class A - Cocaine

HATE CRIME

Racially or religiously aggravated assault

Racially or religiously aggravated common assault or beating

Racially or religiously aggravated fear or provocation of violence

Racially or religiously aggravated Harassment or stalking without violence

Racially or religiously aggravated Harassment without violence

Racially or religiously aggravated harassment, alarm or distress

Racially or religiously aggravated intentional harassment, alarm or distress

MODERN SLAVERY

Hold person in slavery or servitude

MURDER OR ATTEMPTED MURDER

Attempted murder (Indictable)

OTHER CRIMINAL OFFENCES

Abstracting electricity

Attempted - Fraud etc

Blackmail (Indictable)

Breach of a restraining order

Breach of conditions of injunction against harassment

Breach of non-molestation order

Intimidating a juror or witness or person assisting in investigation

Intimidating or intending to intimidate a witness

Kidnapping - False imprisonment (Indictable)

Malicious Communications

Owner or person in charge allowing dog to be dangerously out of control

Possession of offensive weapon

Possession of offensive weapon without lawful authority

Possession of offensive weapon without lawful authority or reasonable excuse

Receiving stolen goods

Sec 4a POA Causing intentional harassment, alarm or distress

Sec 5 POA Harassment, alarm or distress

Sending letters etc with intent to cause distress or anxiety

Sending letters etc with intent to cause distress or anxiety, Malicious Communications Act 1988

Threats to kill

Wounding with intent to do grievous bodily harm (Indictable)

SEXUAL OFFENCES OR SEXUAL HARRASMENT

Harassment - Pursue course of conduct which amounts to stalking

Harassment - Pursue course of conduct in breach of Sec 1 (1) which amounts to stalking

Harassment - which amounts to stalking

Sexual

Stalking

Stalking involving serious alarm/distress

Voyeurism

THEFT OR ATTEMPTED THEFT

Aggravated vehicle taking

Attempted - Theft from automatic machine or meter

Attempted - Theft from shops and stalls

Attempted - Theft from the person of another

Attempted - Theft if not classified elsewhere

Attempted - Theft in a dwelling

Going equipped for stealing etc

Interference with a motor vehicle

Making off without payment

Theft by an Employee
Theft from a motor vehicle
Theft from automatic machine or meter
Theft from shops and stalls
Theft from the person of another
Theft if not classified elsewhere
Theft in a dwelling other than from automatic machine or meter
Theft of a motor vehicle
Theft of conveyance other than a motor or pedal cycle
Theft of Mail
Theft or Unauthorised Taking of a Pedal Cycle
Unauthorised taking of a motor vehicle

TRAFFIC OFFENCES

Dangerous Driving

VIOLENT OFFENCES

Attempted - Robbery (Personal) (Indictable)
Attempted - Sec 4 POA Fear or provocation of violence
GBH serious wound without intent (s20)
Harassment - Putting people in fear of violence
Harassment - without violence (course of conduct)
Harassment etc. of a person in his home
Having an article with a blade or point in a public place
Possessing firearm or imitation firearm
Robbery (Business) (Indictable)
Robbery (Personal) (Indictable)
Sec 4 POA Fear or provocation of violence
Threaten with a blade or sharply pointed article in a public place
Threaten with an offensive weapon in a public place

CRIMINAL DAMAGE

Acquisition, use & possession of criminal property
Arson endangering life (Indictable)
Arson not endangering life
Attempted - Other criminal damage to a vehicle (Under £5,000)
Other criminal damage to a building other than a dwelling
Other criminal damage to a building other than a dwelling (£5,000 and over)
Other criminal damage to a building other than a dwelling (Under £5,000)
Other criminal damage to a building other than a dwelling +£5,000
Other criminal damage to a dwelling (£5,000 and over)
Other criminal damage to a dwelling (Under £5,000)
Other criminal damage to a vehicle (£5,000 and over)
Other criminal damage to a vehicle (Under £5,000)
Other criminal damage, other (£5,000 and over)
Other criminal damage, other (Under £5,000)
Threats to destroy or damage property

PUBLIC NOTICE

ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)

CENTRAL BEDFORDSHIRE COUNCIL

(BIGGLESWADE: PARTS OF FOOTPATH NOS 30, 33 AND 36)

(TEMPORARY PROHIBITION OF THROUGH TRAFFIC) ORDER 2020

Notice is hereby given that Central Bedfordshire Council intend not less than seven days from the date of this Notice to make an Order the effect of which will be to prohibit any person proceeding on foot along the following lengths of Footpath:

- i) Footpath No 30, Biggleswade which extends from Ordnance Survey Grid Reference (OS GR) TL 2003 4566 to OS GR TL 2041 4586
- ii) Footpath No 33, Biggleswade which extends from OS GR TL 1998 4530 to OS GR TL 2019 4541
- iii) Footpath No 36, Biggleswade which extends from OS GR TL 1994 4560 to OS GR TL 2008 4535

These temporary closures are required to enable resurfacing works to take place. The closures are expected to take place between 5 October 2020 and 31 October 2020. Each path will be closed at different times as per local signage.

The alternative routes for footpath users while the closures are in operation will be:

Footpath No 30: along Baden Powell Way, Footpath No 33, Footpath No 36 to an unaffected section of Footpath No 30 and vice versa

Footpath No 33: along Walker Mead, Evans Grove, Footpath No 35, Stratton Way onto an unaffected section of footpath No 33 and vice versa

Footpath No 36: along Footpath No 33, Stratton Way, Potton Road, Footpath No 30 and vice versa.

Further details, including a map, can also be found on the Council's website at:

https://www.centralbedfordshire.gov.uk/info/82/countryside/431/rights_of_way/2

The proposed Order will come into operation on 5 October 2020 for a period not exceeding six months or until the works which it is proposed to carry out on or near to the footpaths have been completed, whichever is the earlier. If the works are not completed within six months the Order may be extended for a longer period with the consent of the Secretary of State for Transport.

For further information please contact Chris Dorrow, Tel: 0300 300 6906,

Christopher.dorrow@centralbedfordshire.gov.uk

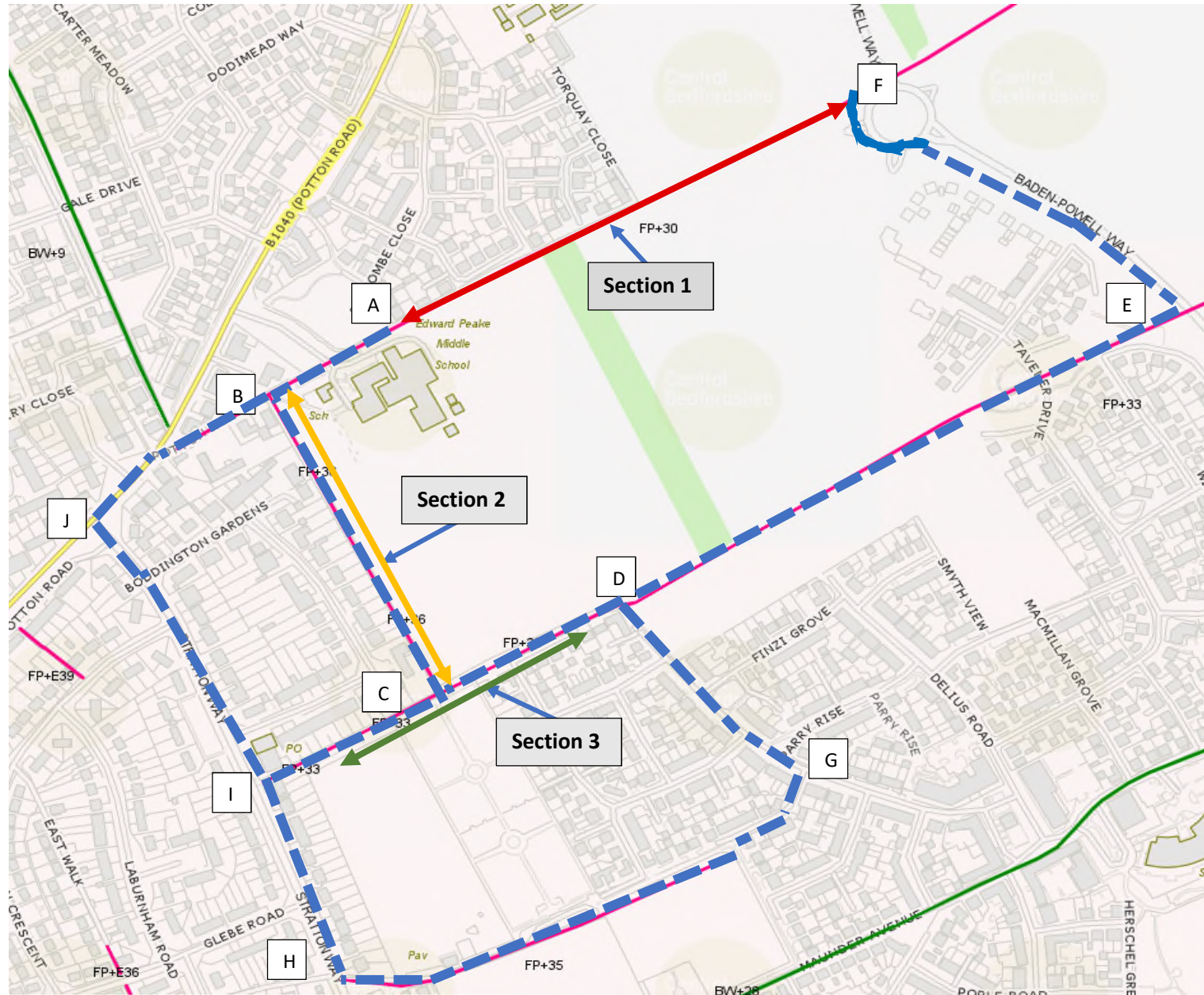
DATED 18 September 2020

Priory House, Monks Walk
Chicksands, Shefford
Beds SG17 5TQ

PAUL MASON
Chief Highways Officer, Highways

Alternative routes during closures

Order of closure: Section 1 to close first. When section 1 complete, route will re-open and section 2 will close. When section 2 complete, route will re-open and section 3 will close. When section 3 complete all routes will be open and usable.



Key: Alternative routes

- Section 1 Use alternative route A-B-C-E-F
- Section 2 Use alternative route C-I-J-B
- Section 3 Use alternative route D-G-H-I