

Ref: Agenda/Council-140616

9th June 2016

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 14 June 2016** at the **Offices of Biggleswade Town Council, Saffron Road, Biggleswade** commencing at **7.00 p.m.** in order to transact the under mentioned items of business.

Yours faithfully



Rob D McGregor
Town Clerk

Distribution: All Town Councillors
Notice Boards (2)
Central Bedfordshire Council
The Editor, The Advertiser

Bedfordshire Constabulary
The Editor, Bedfordshire on Sunday
County Library, Biggleswade
The Editor, Biggleswade Comet

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**

A period of up to 15 minutes is permitted to allow members of the public to ask questions that are pertaining to matters listed on this Agenda. (Members of the public will be allowed one three-minute slot).

5. **INVITED SPEAKER**

6. **MEMBERS QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For members to receive the minutes of the Annual Statutory Meeting held on 10 May 2016 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For members to receive and approve the **recommendations of the Personnel meeting held on 31 May 2016.**
- c. For members to receive and approve **the recommendations of the Finance & General Purpose meeting held of 31 May 2016.**
- d. For members to receive and approve the **recommendations of the Town Centre Management meeting held on 7 June 2016.**

8. **MATTERS ARISING**

- a. Minutes of the Annual Statutory meeting held on 10 May 2016.

9. **PLANNING APPLICATIONS**

a. **CB/16/01852/FULL- 143 Mead End, Biggleswade**

Front Porch.

b. **CB/16/01805/FULL- 27 Brunel Drive, Biggleswade**

Single storey rear extension and internal alterations.

c. **CB/16/01678/FULL – 2 Wilsheres Road, Biggleswade**

Two storey side extension and single storey front, side and rear extension following demolition of garage and single storey side elevation.

Planning Application CB/16/00521/FULL – 2 Wilsheres Road, Biggleswade Road, Biggleswade, went to Council on the 13 March 2016.

Two storey side extension and part single part two storey front side & rear extension following demolition of existing garage & utility room.

*It was **RESOLVED** that Town Council raise **NO OBJECTION** to this Application, provided 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 extension to the principle dwelling are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents. **Withdrawn 14 April 2016.***

d. **CB/16/01265/FULL – 42 Derwent Avenue, Biggleswade**

Proposed two storey side extension.

e. **CB/16/01590/FULL – Land rear of 49-51 Shortmead Street, Biggleswade**

One residential dwelling.

f. **CB/16/01278/FULL – 20 Back Street, Biggleswade**

Extend and convert the existing single storey brick structure to form a two storey building comprising 2 No. two bedroom maisonettes. Demolish and remove other existing structures and form associated external areas.

g. **CB/16/01982/FULL – 15 Torquay Close, Biggleswade**

Single storey rear extension and extension to side garage.

h. **CB/16/02111/FULL – 2 Kittiwake Close, Biggleswade**

Single storey front infill extension.

i. **CB/16/02167/FULL – Ivel Valley School Secondary Site, Hitchmead Road, Biggleswade**

Installation of a two-classroom 23m² modular unit on site for a temporary period of 5 years, plus extension to the existing school car park.

j. **CB/16/02098/VOC – Phases 5 and 6 Land East of Pegasus Drive, Biggleswade**

Variation of Condition 6 attached to Planning Permission CB/15/04111/FULL dated 15/04/16. Substitution of approved plans numbered 17073-SBP5-505-B and 17073-SBP5-5-509A for plans numbered 17073-SBP5-5-505C and 17073-SBP5-5-5-509B.

Variation 6 states:

The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans, number 17073-SBP5-508, 17073-SBP5-505B and 17073-SBP5-509 A.

This application was considered by Town Council on 24 November 2015:

CB/15/04111/FULL – Land at Phases 5 & 6 Stratton Business Park east of Pegasus Drive, Biggleswade

Infrastructure works associated with expansion of Business Park, including service roads, surface water and foul water sewers.

It was **RESOLVED** that the Town Council **OBJECT** to this application as Members felt it is difficult to determine where changes have been made and there are too many unanswered questions.

It was **RESOLVED** that in order to obtain clarification, the Town Clerk will write to invite a representative to attend the next Council Meeting in order to provide the relevant information and answer Members questions.

This application was considered again by Town Council on 15 December 2015:

CB/15/04111/FULL – Land at Phases 5 & 6 Stratton Business Park east of Pegasus Drive, Biggleswade

Infrastructure works associated with expansion of Business Park, including service roads, surface water and foul water sewers.

It was **RESOLVED** that the Town Council **OBJECT** to this application as Members felt it is difficult to determine where changes have been made and there are too many unanswered questions.

It was **RESOLVED** that in order to obtain clarification, the Town Clerk will write to invite a representative to attend the next Council Meeting in order to provide the relevant information and answer Members questions.

Unfortunately, the Planning Officer was unable to attend the Council Meeting on 15th December 2015.

Following receipt of additional information, it was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application.

This application was then considered again by Town Council on 9 February 2016:

CB/15/04111/FULL – Land at phases 5 and 6 Stratton Business Park east of Pegasus Drive, Biggleswade

Infrastructure works associated with expansion of Business Park, including service roads, surface water and foul water sewers.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this application.

Revised and original plans will be on display in the Council Chamber.

k. CB/16/00860/REG3 – Land at Dunton Lane, Biggleswade

Regulation 3: New use of land as new traveller site incorporating 10 permanent pitches with studio buildings 2 transit pitches with studio buildings, a site managers office and a sewage treatment plant.

This application was considered by Town Council on 22 March 2016:

CB/16/00860/FULL – Land at Dunton Lane, Biggleswade

New use of land as new traveller site incorporating 10 permanent pitches with studio buildings, 2 transit pitches with studio buildings, a site manager's office and sewage treatment plant.

Following presentation by Tony Kearney Town Council **RESOLVED** to raise **NO OBJECTION** to this Application.

I. **CB/16/02269/FULL – 51 Boddington Gardens, Biggleswade**

Erection of 1 dwelling.

This application as considered by Town Council on 22 March 2016:

CB/16/00229/FULL – 51 Boddington Gardens, Biggleswade (REVISED)

Demolition of existing garage and the erection of 2 No. 1 bedroom bungalows.

In addition to the previous revisions dated 08.03.16, revised site layout plans 04a & 05a have been received on 15.03.16 which results in the relocation of both proposed units a further 1 metre back from the proposed access.

*It was **RESOLVED** that Town Council **OBJECT** to this Application on the grounds of over-development, access and impact on neighbours.*

The original application was withdrawn.

m. **CB/16/01706/FULL – 138 Holme Court Avenue, Biggleswade**

Single storey front extension and replacement lean-to roof at rear.

10. **ITEMS FOR CONSIDERATION**

a. **Beds FA - East Biggleswade Proposal**

Bedfordshire FA are asking for support from the Town Council for their proposals to install and manage a 3G pitch on Land East of Biggleswade.

The Beds FA would also like to host a drop in day at the Town Council Chamber where members of the public can drop in and look at their proposals for a 3G pitch.

Members are asked to consider this request.

The details are attached.

b. **Request to hold dog training classes on one of Biggleswade Town Councils Recreation spaces**

A request has been made to hold dog training classes on one of the Recreation grounds.

The proposal is attached.

c. **Finance – Internal Audit Report 2015-16 (Final Update)**

For Members to receive and approve the Internal Audit Report 2015-2016 (Final Update).

A copy is attached to this agenda.

d. **Standing Orders**

Annual Statutory meeting 10th May 2016, members were asked to consider a proposal to amend Standing Order 16, subsections (e) and (n) to read as follows (revision underlined and in italics):

e) To adjourn for a period of up to 15 minutes for the public to put questions *to the Council or to make observations* relating to matters listed on the agenda. 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.

n) To adjourn for a period of up to 15 minutes for the public to put questions *to the Council or to make observations* relating to matters listed on the agenda. 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.

Cllr Mrs H Ramsay proposed an amendment to this proposal to read as follows:

e) 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.

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.

n) 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*. 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.

In accordance with Standing Orders the amendments were proposed and seconded, and were held in abeyance until the Council meeting 14th June 2016.

11. **ITEMS FOR INFORMATION**

a. **The New Police and Crime Commissioner for Bedfordshire is Kathryn Holloway**

The details are attached.

b. **Thank you letters**

The letters are attached.

c. **Biggleswade Town Cricket Club**

2016/17 Information attached.

d. **Erlensee – Work Experience**

Letter attached.

e. **Central Bedfordshire Local Plan Call for Sites' publication**

CBC has supplied copies of maps showing submissions from the Council's Local Plan 'Call for Sites' process. Included is a large map of Central Bedfordshire and a small map at parish-level.

Each site submitted will be assessed by officers using the approved site assessment criteria. These criteria will be consulted on at the end of June 2016, CBC will notify Town Council when this consultation starts.

A copy of the Parish map is attached, a copy of the large map will on display in Council Chamber.

12. **PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask question. (Members of the public 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 (Recommendation & notification - Personnel Meeting held on 31st May 2016)

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.