

Ref: Agenda/Stat.Mtg.130514

7 May 2014

Dear Sir/Madam

I hereby give notice that the **Annual Statutory Meeting of Biggleswade Town Council** will take place on **Tuesday 13 May 2014** 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

- |    |               |  |   |
|----|---------------|--|---|
| 1. | Distribution: | All Town Councillors<br>Notice Boards (2)<br>Central Bedfordshire Council<br>The Editor, Beds Advertiser | Bedfordshire Constabulary<br>The Editor, Biggleswade Chronicle<br>County Library, Biggleswade |
|----|---------------|--|---|

#### **AGENDA**

**2. ELECTION OF TOWN MAYOR FOR THE YEAR 2014/2015**

To receive nominations for the office of Town Mayor for Biggleswade for 2014/2015.

**3 DECLARATION OF ACCEPTANCE OF OFFICE**

For the Town Mayor to sign the Declaration of Acceptance of Office as Town Mayor.

**4. ELECTION OF DEPUTY TOWN MAYOR**

To receive nominations for the office of Deputy Town Mayor for the year 2014/2015

**5. DECLARATION OF ACCEPTANCE OF OFFICE**

For the Deputy Town Mayor to sign the Declaration of Acceptance of Office.

**6. MEMBERSHIP OF STANDING COMMITTEES**

- a. For members to determine membership of the Town Council's standing committees. Information setting out the Committees of the Council and membership is attached to the Agenda.
- b. For each Committee to appoint a "Chair".
- c. For each Committee of appoint a 'Vice Chair'

**7. APPOINTMENT OF REPRESENTATIVES**

- a. For members to consider appointments to the following bodies.
  - i. Bedfordshire Association of Town & Parish Councils - 3 members
  - ii. Highways - 2 members
  - iii. Biggleswade Twinning Committee - 1 member & 1 substitute

- |       |  |                           |
|-------|--|---------------------------|
| iv.   | Lets Talk Together                     | - 2 members               |
| v.    | Parish Paths Partnership (P3)          | - 2 members               |
| vi.   | Sir John Cotton Educational Foundation | - 1 member                |
| vii.  | Fen Reeves Meetings                    | - 1 member as proxy voter |
| viii. | Biggleswade Town Plan Steering Group   | - 3 members               |
| ix.   | Ivel Valley Cycle Forum                | - 1 member                |
| x.    | Police Liaison                         | - 1 member & 1 substitute |

8. **APOLOGIES FOR ABSENCE**

9. **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

10. **TOWN MAYOR'S ANNOUNCEMENTS**

11. **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.

12. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For members to receive the minutes of a meeting of the Town Council meeting held on 22 April 2014 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

13. **MATTERS ARISING**

- a. Minutes of the Town Council meeting held on 22 April 2014.

14. **PLANNING APPLICATIONS**

- a. **CB/14/01316/ADV – Aldi Store, Bonds Lane, Biggleswade**  
 Advertisement: Three non-illuminated aluminium backed advertisements fixed to the existing unit wall.
- b. **CB/14/00906/RM – Land at the Kings Reach Development, South of Potton Road, Biggleswade**  
 Reserved Matter: Landscaping. Following Outline Application MB/03/01205/OUT application for creation of formal sport areas and ancillary open space comprising football pitches, a range of agreed play facilities & games areas.
- c. **CB/14/01248/FULL – Holmemills, Langford Road, Biggleswade**  
 Change of use of land from scrap yard to amenity land including the demolition of buildings/structures and the erection of a maintenance store. Change of use from agriculture land to grassed events field with overflow car parking area and improvements to access in association with the Jordan's Mill Heritage Centre.
- d. **CB/14/01136/FULL – 43 High Street, Biggleswade**  
 Change of Use from A1 Retail to A5 Hot food take-away.
- e. **CB/14/1352/FULL – 1 High Street, Biggleswade**  
 Single storey rear extension and pitched roof to existing single storey rear elevation.
- f. **CB/14/01368/FULL – 20 Spring Close, Biggleswade**  
 Erection of new chalet bungalow with alteration to existing garage and parking.
- g. **CB/14/00444/FULL – 20 Back Street, Biggleswade, SG18 8JA**  
 Demolish existing single storey shop and stores and erect a two storey building to incorporate 2 houses and 2 flats & creation of yard area and parking

- h. **CB/14/01583/FULL – 165 Holme Court Avenue**  
Two storey side extension
- i. **CB/14/01420/FULL – 15 Lilac Grove**  
Proposed single storey rear extension with a new detached garden shed and replacement metal railing to front boundary
- j. **CB/14/01102/FULL – 3 The Dells, Biggleswade, SG18 8LL**  
Single & two storey rear/side extension
- k. **CB/14/01109/VOC – London Road Retail Park, London Road, Biggleswade**  
Variation of Condition No's 25 & 26 on planning application CB/13/04399/VOC dated 20/03/14:  
  
Variation of condition 25 to reflect the section 278 agreement in relation to the scheme phasing.  
  
Variation of condition 26 (approved plans) to make the following amendments:
  - The elevations and layout of Plot S to create 3 units instead of 2 units;
  - The elevations and floor plans of unit H;
  - New electrical substitutions at the entrance and end of the service road;
  - A new area for refuse and compactors
  - Electrical kiosks along the service road.
  - Increase in the finished floor levels at the main retail terrace and at Plot S by approximately 330mm.

**15. ITEMS FOR CONSIDERATION**

**a. Work to Trees – 2 Ivel Gardens, Biggleswade, SG18 0AN**

CBC has notified Town Council of an application to carry out work to trees at the above property which is within the Biggleswade Conservation Area.

The proposal is for Hedge Trees 3- 25 conifers and hornbeam – reduce by 40% - located at edge of garden and land to the north.

A copy is attached to this agenda.

**b. Safety Cameras in Bedfordshire**

Correspondence has been received from CBC to inform Town Council of their proposals and work to date regarding existing safety cameras and the installation of new digital cameras across Central Bedfordshire.

Central Bedfordshire has 36 existing Wet Film safety cameras on its highway network. This stock is old and will need replacing over the next few years. The cost of replacing a wet film camera with a new digital one is circa £35,000 (this assumes that some of the existing infrastructure can be used). The capital budget has been agreed to enable up to 10 of the existing cameras to be replaced in 2014/15.

A further £400,000 has been agreed for the installation of new digital cameras. There is already a commitment for some new cameras that will cost in the region of £150,000, which leaves around £250,000 for new site installations that are to be determined. Where a new site is identified the full cost of the installation will be circa £41,000.

They are seeking to work in partnership with local communities, via Town and Parish Council.

Parishes are encouraged to collaborate and contribute to the cost of installation of camera units in their parishes. The approximate cost of unit is circa £13,000. The cost of a camera is circa £29,000.

A copy is attached to this agenda.

**c. Town Council logo**

Further to the Town Council meeting of 12 February 2013, when Members were asked to consider options for the re-design of the Town Council logo (previous paperwork attached) when 'it was **RESOLVED** to keep the blue cross, use the crown from option 1, possibly swap the words and the crown and to produce copies in letterhead size as well as black and white.'

Members are now asked to consider the new options attached.

**16. ITEMS FOR INFORMATION**

**a. Thank you letters – re Grants 2014**

Thank you letters have been received from the following recipients of Town Council Grants:

Trinity Community Project	New Horizon Club
Biggleswade Twinning Association	The Avenue
Beaver Swimming Club	Biggleswade Talking Newspaper
Friends of Abbotsbury	Biggleswade First Aid Club
Biggleswade Sports Meeting	Vitalise
Biggleswade Crab Lane Railway Embankment Committee	
The Mayflower Social Club	Keech Hospice Care
Link-a-Ride	Biggleswade Sea Cadets

**b. Thank you letter – re Mayors Chosen Charity**

A thank you letter has been received from Trinity Community Project, to thank the Mayor for including them as one of the charities chosen to receive a donation from the Civic Service collection.

**c. Thank you letter – re Grants 2013**

A thank you letter has been received from The Bedfordshire Regiment thanking Town Council for the donation towards their Regimental Memorial Appeal in 2013.

A copy is attached to this agenda.

**17. PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask question.

**18. 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.

**There are no 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.