

Ref: Agenda/Stat.Mtg.190515

13 May 2015

Dear Sir/Madam

I hereby give notice that the **Annual Statutory Meeting of Biggleswade Town Council** will take place on **Tuesday 19 May 2015** 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, Beds Advertiser

Bedfordshire Constabulary
The Editor, Biggleswade Chronicle
County Library, Biggleswade

AGENDA

1. **ELECTION OF TOWN MAYOR FOR THE YEAR 2015/2016**

To receive nominations for the office of Town Mayor for Biggleswade for 2015/2016.

2. **DECLARATION OF ACCEPTANCE OF OFFICE**

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

3. **ELECTION OF DEPUTY TOWN MAYOR**

To receive nominations for the office of Deputy Town Mayor for the year 2015/2016

4. **DECLARATION OF ACCEPTANCE OF OFFICE**

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

5. **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 to appoint a 'Vice Chair'

6. **BIGGLESWADE JOINT PARTNERSHIP COMMITTEE**

To elect members for the Biggleswade Joint Partnership Committee, (5 Town Councillors),

The Committee will consist of 5 CBC Councillors and 5 BTC Councillors, with a non-voting co-opted member from the Chamber of Trade. The Committee will meet quarterly.

The Committee will operate under the Town Council's Standing Orders the terms of the Committee are incorporated into CBC's constitution.

The Chair of the Committee will be a CBC Councillor and the Vice Chair will be a BTC Councillor. Members serve on the Committee for a period of four years or the nearest election.

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 28 April 2015 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 28 April 2015.

14. PLANNING APPLICATIONS

- a. **CB/15/01341/FULL – 1 Milestones, Biggleswade**
Single storey rear extension.
- b. **CB/15/01431/ADV – London Road Trading Estate, London Road, Biggleswade**
Advertisement: 1 No. internally illuminated fascia sign.
- c. **CB/15/01458/FULL – 91 Shortmead Street, Biggleswade**
Conversion of first floor to three self-contained flats.
- d. **CB/15/00600/FULL – 120 Shortmead Street, Biggleswade**
Rear conservatory.

- e. **CB/15/01305/FULL – 20 Market Place, Biggleswade**
Replacement of existing shop front with two new aluminium shop fronts, reinstate rear door and sub division of existing retail unit.
- f. **CB/15/01571/FULL – 3 Beech Avenue, Biggleswade**
Single storey extension to front & side, pitch roof to replace existing flat roof, insertion of roof lights to side roof slope.
- g. **CB/15/01577/FULL – 3 Sabel Close, Elocin Baile, Biggleswade**
Single storey front extension & two storey side extension.
- h. **CB/15/01217/FULL – Dunton Lane, Land South of Tenleigh, Manor Court, Biggleswade**
Change of use of land to form part of existing mobile home site.
- i. **CB/15/1214/ADV – 20-21 Market Square, Biggleswade**
Sign ABC) Aluminium fascia panel with aluminium Specsavers POD with vinyl Specsavers text applied to fascia panel by stand off locators. Aluminium Opticians and Audiologists letters applied to fascia by stand off locators. Externally illuminated. Sign D) Built up aluminium projection sign with applied vinyl Specsavers text. Externally illuminated.
- j. **CB/15/01465/FULL – Asda Store, Church Street, Biggleswade**
Erection of a 'Click & Collect' canopy with some illuminated signs & one pole mounted sign within the store's customer car park.
- k. **CB/15/01466/ADV – Asda Store, Church Street, Biggleswade**
Advertisement: Erection of a 'Click and Collect' canopy with some illuminated signs & one pole mounted sign within the store's customer car park.
- l. **CB/15/004242/FULL – 48A Shortmead Street, Biggleswade (REVISED)**
Erection of replacement two storey building to provide 2 No. two bedroom flats following demolition of existing single storey workshop building, detached garage/outbuildings, and provision of 3 No. parking spaces, amenity space and cycle storage.

This Planning Application was originally discussed at the Council Meeting held on 24th March 2015 and the following decision was made:

*"It was **RESOLVED** that Town Council **OBJECT** to this planning application on the grounds of over development and restricted vehicular access & egress causing safety issues".*

- m. **CB/15/01412/ADV – Land at Baden Powell Way, Biggleswade**
Advertisement: Placement of a display board.
- n. **CB/15/01597/FULL – 46 Cooks Way, Biggleswade**
Single storey side extension.
- 15. **ITEMS FOR CONSIDERATION**
 - a. **CB/TCA/15/00152 – Stratton House Hotel, London Road, Biggleswade**
Works to trees within a Conservation Area: Prune one large Pine tree located closest to the property and along the boundary adjacent to Chestnut Avenue.
 - b. **Biggleswade Town Council Replacement Lighting Columns**

Members are asked to consider the replacement of column P201X on Lawrence Road at a cost of £1366.20. Central Bedfordshire Council has confirmed that once the columns are upgraded they will adopt the upgraded units.

16. ITEMS FOR INFORMATION

a. Thank You Letter

Thank you letter has been received from the following recipient of Town Council Grants:

Keech Hospice Care

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.