

Ref: Agenda/Council080113

2 January 2013

To: All Town Councillors

Dear Sir or Madam

I hereby give notice that a meeting of the **Biggleswade Town Council** will take place on **Tuesday 8 January 2013** at the **Offices of Biggleswade Town Council, The Old Court House, 4 Saffron Road, Biggleswade** commencing at **7.00 pm** in order to transact the undermentioned items of business.

Yours faithfully



R.D.McGregor
Town Clerk

AGENDA

1. APOLOGIES

2. DECLARATION OF INTERESTS

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

Members may participate in and vote on matters before the Central Bedfordshire Council Development Control Committee on which they have already expressed a concluded view in their position as a Town Councillor so long as they declare their membership of the Town Council and the way they voted on the Town Council consideration of the application.

In addition, the decisions of the Town Council in respect of planning applications would not be binding on those members of the Council who hold office at the Town Council and the Central Bedfordshire Council Development Control Committee.

3. 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.

4. INVITED SPEAKER

5. MEMBERS QUESTIONS

6. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a.** For Members to receive the minutes of the Council meeting held on 11 December 2012 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

- b. For Members to approve the **Recommendations** of the **Public Lands & Open Spaces** meeting held on 11 December 2012.

Items as listed on the PLOS agenda:

6) **ITEMS FOR CONSIDERATION**

a) **Correspondence from Biggleswade Bowls Club**

Correspondence was received from Biggleswade Bowls Club requesting permission to open the green for play on the 1 April 2013.

It was **RECOMMENDED** that Town Council grant this request providing that this does not impact on Town Council staff with regards to maintenance etc.

b) **Public Consultation for Outdoor Access Improvement Plan 2013-2023**

Members are asked to comment on the above Public Consultation which started on 22 October. The full plan, a summary document and an online questionnaire are available on the website www.centralbedfordshire.gov.uk/consultations then go to: 'Have your say on getting out in the Countryside' (Committee Members are asked to view these documents before this meeting on 11 Dec 2012). Alternatively, a copy is available to view in Town Council office

The closing date for responses is **18 January 2013**.

It was **RECOMMENDED** that Members would pass any comments to the Town Clerk or Deputy Town Clerk before 18 January 2013.

c) **Request from the Dan Albone Memorial Group**

Correspondence was received from the above group who would like to erect a Monument to Dan Albone and are enquiring whether Town Council would agree to the idea in principle.

They would like to use the small area near the old cottage that stood in the entrance to Dan Albone car park, if this is acceptable they will apply for Lottery Funding.

It was **RECOMMENDED** that Town Council request more information before a decision is made.

d) **Central Bedfordshire Council Local Flood Risk Management Strategy**

Correspondence was received from CBC introducing the above Strategy and to ask for Town Councils help in providing key information that is needed.

They are in early stages and have provided a short Briefing Note describing the background to this important study, and to summarise, the Strategy will:

- Build on earlier related studies;
- Improve in-depth understanding of flood risk across Central Bedfordshire and; and
- Identify how those risks may be better managed in a way that enhances the natural and built environment

The questionnaire can be found at:

www.centralbedfordshire.gov.uk/surveys/floodstrategy/flooding - responses need to be submitted by **11 January 2013**.

It was **RECOMMENDED** that this be noted.

e) **Draft Biggleswade Green Wheel Greenspace Masterplan**

A copy of the Green Wheel Consultation Summary and questionnaire are attached to this agenda.

Members are asked to complete the questionnaire and submit by **28 December 2012**. Alternatively, it can be viewed and completed online at www.centralbedfordshire.gov.uk/consultations

It was **RECOMMENDED** that Town Council submit any comments by 28 December.

f) Replacement Play equipment for Watkin Walk, Biggleswade

Members were asked to approve the attached quotation for replacement play equipment for Watkin Walk.

It was **RECOMMENDED** that members approved the quotation.

g) Development of a memorial safety policy

Members were asked to consider the development and introduction of a memorial safety policy.

It was **RECOMMENDED** that Town Council agree to the introduction of a memorial safety policy and that a draft copy would be presented to PLOS committee to approve.

h) Biggleswade Town Bowls Club

Correspondence was received from Chrissie King, who was elected Secretary for the Bowls Club Management Committee at their AGM on Sunday 2 December 2012.

During this meeting it was decided that they should make the six rinks that they use Non-Smoking, although smoking will be permitted on the banks and surrounding areas. They are asking for Town Councils support by making the same ruling for Rink 7 thus keeping continuity throughout.

It was **RECOMMENDED** that Town Council agree to this request.

Cllr Mrs J Lawrence abstained.

7) ITEMS FOR INFORMATION

a) Drove Road Cemetery Chapel Works

Works commenced at Drove Road Chapel on 3rd December 2012.

It was **RECOMMENDED** that this be noted.

b) Removal of Play Equipment Grasmere

The waterlogged conditions have continued to cause difficulty in removing the play equipment, safety surfacing and foundations at Grasmere.

The majority of play equipment and surfacing has now been removed, but the waterlogged conditions have prevented further work to remove the foundations and reinstate the site to grass.

It was **RECOMMENDED** that this be noted.

7. MATTERS ARISING

- a. Council meeting held on 11 December 2012

8. PLANNING APPLICATIONS

a. CB/12/04103/FULL – 2 Shortmead Street, Biggleswade

Change of use of vacant shop (A1) and office (B1) to residential (C3) and shop, incorporating the erection of a third floor above an existing two storey flat roof building and a three storey addition to replace the existing single storey corner part of the building, to provide a total of 5 x 2 bed flats and a shop unit. Erection of front stairwell and balcony and improvement works to the extract flue at the adjoining restaurant (No 4 Shortmead Street)

b. CB/12/04104/CA – 2 Shortmead Street, Biggleswade

Conservation Area; demolition of single storey part of building

- c. **CB/12/04399/ADV – Homebase Ltd, London Road Trading Estate, London Road, Biggleswade**
Advertisement: installation of new fascia sign
- d. **CB/12/04444/ADV – The Yorkshire Grey, 140 London Road, Biggleswade**
Advertisement: replacement signage: 1 totem sign, 2 x entrance signs, 1 x corporate logo sign & 1 x door plaque.

9. **ITEMS FOR CONSIDERATION**

a. **Further to item 8b Council meeting 11/12/12- The Localism Act 2011**

To receive and endorse the Dispensations relating to setting the precept granted by the Clerk, to all affected Councillors for the duration of their term of office.

b. **Invitation to consult on-line – 2013/2014 Draft Budget Consultation – Beds Fire and Rescue Authority**

Members are invited by Beds Fire and Rescue Authority to comment on-line regarding their 2013/2014 draft budget consultation document.

A copy is attached to this agenda.

c. **Request for Circus visit 2013**

Correspondence has been received requesting permission to stage a Circus in Biggleswade in March 2013. They are a small family show and do not use animals. They have such performers as musical clowns, magic and illusion, jugglers, acrobats from Kenya, hand balancers, aerial silks and similar trapeze acts, to name just a few as well as the youngest female clown in Europe.

The Circus tent is 24 metre in diameter and they have approximately 12 vehicles in total, including living accommodation. The overall space needed is 60 x 60 metres; the area needed for the big top is 30 x 30 metres.

They will supply their own electricity but will need water connection.

Members are asked to consider this request.

d. **CBC spending plans for next year**

CBC has published their spending plans for next year and are seeking Town Councils views on the proposals, which include freezing their share of council tax for a third year and making £14m of savings.

They have also published their draft capital programme of £81m which outlines investments in road maintenance – an area which residents highlighted as important in a last year's survey – as well as street lighting and new residential care facilities.

Other priorities for the 2013/14 budget include equalising Council Tax rates so that residents in the south of the area pay the same lower rate as those in the north. In effect this means a reduction in Council Tax for residents in the south of Central Bedfordshire for the second year.

Both draft budgets will be formally discussed by the Council's Executive on 8 January 2013.

The budget proposals can be viewed online at consultations@centralbedfordshire.gov.uk, members are invited to comment before 31 January 2013.

e. **Request from Specsavers**

Members are asked to consider a request from Specsavers. They have requested to use a room at the Old Courthouse to carry out NHS hearing tests.

They need a room one day a week from early March 2013, from 9am to 5pm, for 12 months and have agreed to pay £70 (ex VAT) for each day they use the room.

10. **ITEMS FOR INFORMATION**

a. **Thank you letter received from Sandy Town Council**

Sandy Town Council has written to Biggleswade Town Council to send thanks for the help received in supporting the Sandy Christmas lights switch-on by providing market stalls and for the Groundstaff assistance in collecting the Christmas tree.

A copy is attached to this agenda.

b. **Proposed temporary road closure – London Road/High Street, Biggleswade**

CBC has notified Town Council of a proposed temporary road closure at London Road/High Street, Biggleswade between 20 January and 1 February 2013 to enable resurfacing works to be carried out in safety.

A copy is attached to this agenda.

c. **CCTV Management Report for Biggleswade – 1 Jan through to 31 Oct 2012 and comparison to same period last year.**

<u>Location</u>	<u>Offence type</u>	<u>1 Jan to 31 Oct 2011</u>		<u>1 Jan to 31 Oct 2012</u>	
		<u>Arrests</u>	<u>Incidents</u>	<u>Arrests</u>	<u>Incidents</u>
ASDA & rear Of Crown Hotel	Assault Robbery	3	2		
	Missing Person		6		
	Theft/Shoplifting		3		1
Threshers	Assault Robbery		1		1
	Drunken behaviour				1
	Missing Persons				1
	Public Request				1
	Theft/Shoplifting		1	3	3
The Crown Hotel & New Inn	Assault Robbery		2		
	Drunken behaviour		1		1
	Missing Persons				2
	Concern for Welfare		1		
	Nuisance/Disorder		1		3
	Other				1
	Police request		1		1
	Rape/Sexual assault				1
	Suspicious activity		1		1
	Theft/Shoplifting		1	1	1
	Traffic offences				2
	Warrant or Warranted			1	1
The White Hart	Affray		1		
	Alarm activation		1		
	Arson/Fire		1		
	Assault Robbery		2		4
	Burglary		1		1
	Broken down vehicle				1
	Concern for Welfare		1		
	Criminal damage	1	1		1
	Deception/Fraud			1	1
	Domestic				1
	Drug related	1	1		
	Drunken behaviour	1	2		
Emergency inc		1			

	Missing Persons	2		1
	Nuisance/Disorder	2		4
	Other	1		1
	Police Request	2		
	Suspicious Activity		1	3
	Traffic Offences	2		
	Warrant or Warranted		1	1
Bingo Hall & Fairfield Products	Assault Robbery		1	1
	Theft/Shoplifting	2		
	Suspicious Activity	1		1
	Vehicle Crime	1		
Car Park	Domestic	1		
	Missing Persons	1		
	Rape/Sexual assault	1		
	RTC	1		

<u>Location</u>	<u>Offence type</u>	<u>1 Jan to 31 Oct 2011</u>		<u>1 Jan to 31 Oct 2012</u>	
		<u>Arrests</u>	<u>Incidents</u>	<u>Arrests</u>	<u>Incidents</u>
St Andrews Street	Assault Robbery			2	1
	Criminal Damage			1	1
	Domestic				2
	Drug related	2	1		
	Drunken behaviour		2	2	2
	Missing Persons		2		
	Other		1		3
	Police Request				3
	Public Request		1		1
	Ram Raid		1		
	Suspicious Activity		1		1
	Traffic Offences	1	1	1	1
Shortmead Street	Assault Robbery				1
	Missing Persons				1
	Other				1
	Rape/Sexual Assault				1
TOTALS	9	60	15	69	
<u>EVIDENTIAL DISCS PRODUCED</u>	<u>51</u>				

d. Proposed temporary road closure – C209 Southill Road, Broom

CBC has notified Town Council of a proposed temporary road closure at Southill Road, Broom between 31 January and 4 February 2013 to enable resurfacing works to be carried out in safety.

A copy is attached to this agenda.

e. Roundabout at Shortmead Street/Sun Street

A member of the public has contacted CBC regarding the need for the above roundabout.

A copy of the emails is attached to this agenda.

f. Letter from the Police and Crime Commissioner for Bedfordshire

Olly Martins, the Police and Crime Commissioner for Bedfordshire has replied to Town Councils request that he attend a Council meeting with regards to PCSO funding.

He would be prepared to meet with a group of parish and town councils and will make contact in the New Year to make necessary arrangements for a meeting before the end of the current financial year.

A copy is attached to this agenda.

11. PUBLIC OPEN SESSION

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

12. 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.

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.