

Ref: Agenda/Council081013

2 October 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 October 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

2.1 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.

2.2 TOWN MAYOR'S ANNOUNCEMENTS

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

Iain Finnigan – CBC – re Flood Risk Management Strategy

5. MEMBERS QUESTIONS

6. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive and approve the minutes of the Council meeting held on 24 September 2013 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For Member to **approve the recommendations** of the **Public Lands and Open Spaces** meeting held on 17 September 2013.

Items as listed on the **Public Lands and Open Spaces** agenda:

6) **ITEMS FOR CONSIDERATION**

a) **Boundary Fence, 173 Mead End**

Correspondence was received from the resident of the above address, who moved into the property in July 2012. The property is adjacent to the public alleyway leading from Mead End to Kitelands recreation ground, and a boundary fence separates the property from the alleyway. The previous owners explained that the fencing is the responsibility of Biggleswade Town Council and that BTC had recently measured up the fencing with a view to replacing it in the near future.

The title deeds clarified that the resident owns the boundary fence. During the course of enquiries with BTC (followed up by Cllr Steve Watkins, see Appendix 3) the resident was informed that due to likely wear and tear caused by the public BTC may be willing to contribute to the cost of the replacement fencing.

The resident has obtained 3 quotations for the work and is asking BTC to consider making a contribution to the cost of this replacement given the damage caused to the fence by pedestrians.

Copies of photographs supplied by the resident are on display in the Chamber for Members to view.

It was **RECOMMENDED** that Town Council do not contribute towards the cost of the replacement fence.

b) **Request for Parking**

Correspondence was received from a member of the Biggleswade Congregation of Jehovah's.

For the next 4 months they are rebuilding the Kingdom Hall in Shortmead Street and require somewhere to park the vehicles of construction personnel, from 7.30am to 6.30pm, Monday to Friday.

They have also contacted the Cricket Club with same request.

Members discussed the very close proximity of the Dan Albone Car Park to the development site. Members outlined concerns with possible damage to the grass surfaces surrounding the cricket pitch. Members also suggested that car sharing could be considered to minimise disturbance.

It was **RECOMMENDED** that the Town Council do not accept this request and suggest that the Dan Albone car park be utilised.

c) **Draft copy of Biggleswade Town Council Memorial Safety Policy**

A copy of the draft Biggleswade Town Council Memorial Safety Policy was attached for Members consideration.

It was **RECOMMENDED** that this document be sent to the Diocese of St Albans for consultation and referred back to the next meeting of this committee for recommended adoption.

d) **Biggleswade 64th Annual Sports Meeting – 12 July 2014**

Town Council has received correspondence from Biggleswade Sports to advise that they plan to hold their 64th Annual Sports Meeting on Saturday 12 July 2014 commencing at 1.00pm, at Fairfield Sports Ground. They are requesting permission to use the Sports Ground as well as the Pavilion and Toilets.

Members were asked to consider this request.

It was **RECOMMENDED** that this request was agreed

7. MATTERS ARISING

- a. Council meeting held on 24 September 2013.

8. PLANNING APPLICATIONS

- a. **CB/13/03037/FULL – Parkside Stratton Park, Dunton Lane, Biggleswade, SG18 8QS**
Single storey rear extension and single storey rear/side link extension.
- b. **CB/13/03116/FULL – 15 Market Square, Biggleswade, SG18 8AS**
Installation of timber gate to the rear elevation
- c. **CB/13/03169/FULL – 23 and 25 Broad Mead, Biggleswade, SG18 8LF**
Conversion of one of the dwelling into two residential flats, two storey side extension and installation of a pitched roof at nos. 23 and 25
- d. **CB/13/03253/ADV – 20 – 22 High Street, Biggleswade, SG18 0JL**
Advertisement: 2 No. New 680mm High Internally illuminated fascia signs. 1 No. New 400mm High Internally illuminated projecting sign. 1No New illuminated ATM Collar. 1No New Marketing Unit.
- e. **CB/13/03350/FULL – 23 Courtlands Drive, Biggleswade, SG18 8PG**
Replacing an existing conservatory with masonry extension and pitch hipped roof. Replacing/extending existing garage.

9. ITEMS FOR CONSIDERATION

- a. **BATPC Annual General Meeting – Wednesday 23 October 2013**

Members are asked to nominate 3 delegates to attend the above meeting. **This is in addition to those Councillors who are already on the Committee.**

The meeting is to be held at Millbrook Village Hall. Refreshments will be available before the meeting, from 7pm: the meeting itself will start at 7.30pm.

- b. **CBC – Consultation on the Leisure Strategy: Chapters 1,2 and 3**

Members will have already received the link to access this document and are now asked for comments.

- c. **Consultation on Wixam Park Master Plan**

The above document is being published for comment starting **Friday 27 September 2013 for six weeks until Friday 8 November 2013.**

Details are attached to this agenda.

10. ITEMS FOR INFORMATION

- a. **Tree Works – Barnfield Close, Biggleswade**

CBC has received a request to carry out the following work to tree(s) at 10 Barn Field Close, Biggleswade, which is in a Conservation Area: Remove one Sycamore tree within the rear garden.

A copy is attached to this agenda.

b. Appeal lodged – 5 Apollo Gardens, Biggleswade

Correspondence has been received from CBC regarding planning application **CB/13/02223/FULL – Part conversion of garage to habitable accommodation (retrospective application)**. Town Council objected to this application on 22/01/13 and 23/07/2013, CBC refused on 28/08/13.

The applicant has now lodged an appeal with the Secretary of State against the Councils decision. This appeal will be determined on the basis of written representations.

A copy is attached to this agenda.

c. Ivel Bridge retaining wall replacement works – Shortmead Street, Biggleswade

AMEY has advised Town Council of urgent works that are required at the above location as the existing wall was undermined during the construction of the new flats and is leaning towards the new building.

Details are 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.

Item 13a - Contracts

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.