

Ref: Agenda/Council101115

4 November 2015

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 10 November 2015** 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. **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.

5. **INVITED SPEAKER**

Mary David is to attend the Council meeting to discuss planning application 9c and the Retail Park in General.

6. **MEMBERS QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive and approve the minutes of the Town Council meeting held on 27<sup>th</sup> October 2015 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 Town Centre Management Committee held on 29<sup>th</sup> September 2015 at the Offices of Biggleswade Town Council, The Old Court House, 4 Saffron Road, Biggleswade. (Car Park Management).
- c. For members to receive and approve the recommendations of the Public Land and Open Spaces Committee held on the 3<sup>rd</sup> November 2015 at the Offices of Biggleswade Town Council, The Old Court House, 4 Saffron Road, Biggleswade. (Public Open Space, Land East of Biggleswade).

8. **MATTERS ARISING**

9. **PLANNING APPLICATIONS**

- a. **CB/15/03885/FULL – 94 East Road, Langford, Biggleswade**  
Change of use from one dwelling to two dwellings.
- b. **CB/15/04023/FULL – 20 Eagle Farm Road**  
Two storey side/front extension and single storey front extension.
- c. **CB/15/03377/VOC - Biggleswade Retail Park, London Road**  
Variation of Condition 20 of planning application CB/14/01181/VOC: to allow up to (75sq. m) of floor space within Unit K to be used for the sale of food and drink.

*Planning application previously went before Council on 22<sup>nd</sup> September 2015:*

**CB/15/03377/VOC – Retail Park, London Road, Biggleswade**

*Variation of Condition 20 of planning **CB/14/01181/VOC**: to allow up to 15% (77 sq. m) of floor space within Unit K to be use for the sale of food and drink.*

*It was **RESOLVED** that the Town Council **OBJECTION** to this planning application on the grounds of the application contradicts the original development plan, restricting the sale of food and drink on the retail park and if granted it will create a future precedence for similar applications to be granted.*

10. **ITEMS FOR CONSIDERATION**

a. **Biggleswade Castle**

The site of the former Biggleswade Castle is not marked in any way, a few in the town appear to know of its location. Members are asked to consider a request from Councillor B Rix to recognise the historical feature of Biggleswade Castle and consider working with BRCC or Biggleswade History Society to produce an information board near its former location. (Attached is correspondence from BRCC relating to an information board located on Mill Lane, Biggleswade).

b. **Proposal for an FOI Request – Cllr B Rix**

Cllr Bernard Rix proposes that the Town Council make a formal FOI request to Central Bedfordshire Council and or Councillor Brian Spurr, asking for copies of the information that Councillor Spurr displayed at the meeting on the 17<sup>th</sup> September 2015, when Councillor Spurr said that he thought that CBC had made every effort to communicate the information to the residents of Biggleswade on the negotiations with Network Rail regarding the Stratton Street Bridge.

c. **Request for proposed sign from Rotary Club of Biggleswade.**

The Rotary Club of Biggleswade have contacted the Town Council to request permission to erect a Rotary Road Sign on Town Council land outside Stratton House Hotel, London Road. (Information is attached to this agenda).

d. **Century House – Property Maintenance**

Cllr Bernard Rix has asked that members discuss the issues of bus station maintenance. (Attached to the agenda, correspondence on the matter between the Town Clerk, a resident and Councillor Bernard Rix – also attached correspondence from CBC estates).

e. **Dan Albone – Art Feature**

Following the Town Council meeting 27<sup>th</sup> October 2015, where the Town Council made the following resolution; following discussion on the distance and safety aspects of seating and subject to the Town Council approving a proposed layout, the Town Council has **NO OBJECTION** to the proposal. (Attached to the agenda is the proposed layout for the scheme).

f. **Standing Orders**

Adjourned from the Town Council meeting 27<sup>th</sup> October 2015, a proposal from Councillor Hazel Ramsay to amend standing order 16a to read;

To receive and record apologies from members not able to be present and to note absent members from whom no apology has been received.

g. **Biggleswade Parking Proposals**

At the Town Council meeting 27<sup>th</sup> October 2015, Members considered proposed on street parking restrictions within Biggleswade and made the following comments:

Zone D: Osprey Road area – Double yellow lines around junctions and no proposals in the side roads: Members would like to see further parking restrictions as well as 'No Waiting', and asked if there was a reason why this was not included as it was in the Parking Strategy.

Zone E: London Road and The Baulk – 4 hours limited waiting on north side of London Road and double yellow lines on south side, Resident Permits in the Baulk: Members would like the existing restrictions increased further along to the junction of Hitchmead Road.

The following response has been received from the Traffic Engineer;

*I attach a summary of the responses received from each of the zones. In respect of the Osprey Road area, it was felt that there was insufficient support from residents to pursue either of the options put forward during the preliminary consultation exercise. However, we did receive comments, both in the returned questionnaires and in person at the evening session, expressing concerns about obstructive parking at several locations. We considered that selective yellow lines was a better option.*

*The Town Council and residents now have the opportunity to submit written representations on any of the published proposals (or lack of) and those comments will be properly considered by Central Bedfordshire Council before deciding what restrictions will actually be implemented.*

*The Drove Road/Hitchmead Road junction is outside the scope of the current exercise. Any restrictions in that area would need to be published and consulted on, so it is too late to include it in the current scheme. However, if there is a need to re-publish any proposed restrictions or we have other similar work to do in Biggleswade we will look at that junction.*

h. **Advertising Banners and Posters**

Councillor B Briars has raised concern around the level of advertising banners and posters placed around Biggleswade.

Members are asked to consider Cllr B Briars Concerns.

i. **Quotes for Christmas Fair Sound and Lights**

Following the Town Council meeting 27<sup>th</sup> October 2015, where Council **resolved** to accept quotation C which offers sponsorship and supply of equipment free of charge, with an invoiced cost of £360 it

was also requested that the Town Clerk take up references offered by this company and bring this information back to the next meeting.

Following the Town Council meeting the supplier has informed the Town Clerk they are now unable to offer the service quoted for.

Members are asked to reconsider the quotations A & B from the Town Council meeting of the 27<sup>th</sup> October 2015.

Quotes are attached to the agenda.

<b>Quote A</b>	<b>Quote B</b>
£3780.00	£2450.00

## **11. ITEMS FOR INFORMATION**

### **a. Updates**

1. London Road Bridge Works – No update.
2. Crown Inn – Public Consultation 7<sup>th</sup>, 10<sup>th</sup> & 14<sup>th</sup> November 2015.
3. Parking Consultation – Town Council responses to on Street parking proposals, returned on the 28/11/15.
4. Eastern Relief Road – update 03.10.15 - We are in the final stages of inspections with Highways The RSA3 is scheduled for 11<sup>th</sup> November 2015 and depending on what that brings up the road will open. Our target is Friday 13/11/2015.

## **12. PUBLIC OPEN SESSION**

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

## **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.

Agenda Item ( )

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.