

Ref: Agenda/Council140114

8 January 2014

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 14 January 2014** 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**

6. **MEMBERS QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive and approve the minutes of the Council meeting held on 10 December 2013 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

- b. For Members to **approve the recommendations** of Public Lands & Open Spaces meeting held on 3 December 2013.

Items as listed on the agenda:

6) **ITEMS FOR CONSIDERATION**

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

Further to the PLOS meeting held on 17 September when 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.

It was **RECOMMENDED** that Town Council now adopt this policy.

b). **Biggleswade Town Cricket Club.**

Biggleswade Town Cricket Club are currently considering the purchase of two 20ft storage containers for the storage of grounds maintenance equipment and playing equipment, with the containers to be sited adjacent to the pavilion.

Planning consent would be required for the siting of the containers.

It was **RECOMMENDED** that Town Council agree to the installation of the containers but request that screening is used to hide them. It was also **RECOMMENDED** that the Cricket Club apply for planning permission and notify Town Council when this is obtained.

c) **Grasmere**

This area continues to be monitored and since the works undertaken by Anglian Water earlier in the year there have been no further instances of the site being waterlogged. Twigden Homes have yet to confirm their responsibilities for the attenuation system.

Quotations have been obtained for the removal of the play equipment foundations and bases and subsequent re-instatement to grass.

Members are asked to consider the attached quotations A and B (A third quotation was requested but not received).

It was **RECOMMENDED** that Quote B is accepted.

d) **Compound at the Acorn centre**

The compound at the Acorn Centre must be vacated by 25<sup>th</sup> December 2013. Staff have been working over the past few weeks to begin clearing the compound and also to clear the compound area at the rear of the Bowls club where equipment will be relocated to. Staff will continue to progress this work over the coming weeks.

The loss of the Acorn Centre will cause storage difficulties and staff are currently considering sourcing a temporary storage container to be sited at the rear of the bowls club.

Planning consent would be required for the siting of the container.

Members are asked to consider whether they would wish to proceed with submitting a planning application to enable the provision of this additional storage area.

It was **RECOMMENDED** that Town Council proceed with submitting a planning application and that consideration will be given to the location of the container so as not to interfere with residents.

e) **Additional vehicle for works team**

Following the recent staff appraisals a request for an additional works vehicle was included in the feedback taken to the Personnel Committee meeting held on 19<sup>th</sup> November. The basis of this request is to enable the Works Foreman to work more efficiently.

A Fiesta van or equivalent sized vehicle would be suffice. An initial quotation has been obtained for the purchase of a Fiesta van which is £9200. After 48 months the residual value of this vehicle traded in against a new vehicle would be in the region of £3500.00

A quotation to lease the same model Fiesta van has been obtained on a 48 month term and works out to be £171.07 per month, total £8211.36 over the 48 month term.

Members are asked to consider the acquisition of a small commercial vehicle for the commencement of the 2014/2015 financial year and a preference on leasing or purchase that should then be explored.

It was **RECOMMENDED** that Town Council investigate the cost of purchasing a low mileage used vehicle.

f) **Request from BUFC**

BUFC has requested that Town Council install floodlights at Eagle Farm Road and The Lakes football pitches.

A copy of their income and planned pay back was attached to this agenda.

It was **RECOMMENDED** that Town Council refuse this request on financial grounds.

8. **MATTERS ARISING**

- a. From Council meeting held on 26 November 2013.

**Item 12b: Have your say on changes to Housing Allocations Policy in Central Bedfordshire**

The Town Clerk wrote to CBC with Town Councils views – a copy of the replies is attached to this agenda.

- b. From Council meeting held on 10 December 2013

**Item 10d: Proposed reversal of Hitchin Street**

The Town Clerk to wrote to CBC to request 'that the decision of Traffic Management Meeting (held on 21 November 2013 regards to the reversal of Hitchin Street) should be formally called in for scrutiny by the CBC Scrutiny Committee on the basis that the decision is unsound'

The reply from CBC is attached to this agenda.

9. **PLANNING APPLICATIONS**

- a. **CB/13/04241/FULL – Eagle House, 135 Potton Road, Biggleswade**  
Erection of two dwellings
- b. **CB/13/04321/FULL – Land at London Road and Stratton Farm, London Road, Biggleswade**  
Formation of new vehicular access to serve Stratton Farm, London Road
- c. **CB/13/04398/FULL – 17 Spring Close, Biggleswade**  
Replacement of existing flat roof to garage with new tiled apex roof
- d. **CB/13/04372/FULL – 3 Byron Close, Biggleswade**  
Proposed two storey side and first floor rear extension
- e. **CB/13/04475/FULL – 47 Potton Road, Biggleswade**  
Erection of three dwelling to former builders yard

- f. **CB/13/04458/FULL – 87 London Road, Biggleswade**  
Single storey rear extension

10. **ITEMS FOR CONSIDERATION**

a. **Town Centre Management Committee – Parking Strategy - Tasking Group**

At a meeting of the Town Centre Management Committee 19<sup>th</sup> November 2013, the Committee were asked to consider the Biggleswade parking strategy produced by Parsons Brinckerhoff.

The Town Centre Management Committee **recommended** that a task group of five was set up to look at the strategy over a number of weeks.

Members elected were Councillors David Albone, Ian Bond, Hazel Ramsay, Madeline Russell and Michael North.

Members of the tasking group have produced a report in response to the parking strategy produced by Parsons Brinckerhoff.

Members are asked to consider the report produced by the Tasking Group, (copy attached to this agenda).

b. **Committee Dates for 2014/2015**

Members are asked to consider the attached Committee Dates for 2014/2015.

11. **ITEMS FOR INFORMATION**

a. **A1 Roundabout improvements, Biggleswade**

Central Bedfordshire Council is working with the Highways Agency (who are responsible for the A1) to replace the existing roundabout to the South of Biggleswade, on the A1 at the junction with A6001 London Road.

A copy of the details is attached to this agenda.

b. **Temporary Closure of part of Biggleswade Bridleway 28**

CBC has notified Town Council of the Temporary Closure of part of Biggleswade Bridleway 28 to allow surface works related to drainage, communications and development to take place. The closure is expected to continue from 14 December 2013 to 30 June 2015.

A copy is attached to this agenda.

c. **Central Bedfordshire Council approval for expansion of St Andrews C of E VC Lower School, Biggleswade**

Correspondence has been received from CBC to advise Town Council that the Executive of CBC, at their meeting on 10 December 2013, approved the expansion of St Andrews C of E VC School, Biggleswade.

Town Council approved this proposal on 22 October 2013.

d. **Superfast Broadband Announcement**

CBC has been working with neighbouring authorities and BT on a project to deliver superfast broadband across the area.

BT has now provided provisional mapping to show locations and phases of possible superfast access for resident and businesses.

A copy is attached to this agenda.

**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.

**Exempt Item 14a - 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.

