

16 October 2013

Dear Sir/Madam

I hereby give notice that a Meeting of **Biggleswade Town Council** will take place on **Tuesday 22 October 2013**, at the offices of **Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at 7.00pm in order to transact the undermentioned items of business.

Yours faithfully



R.D.McGregor
Town Clerk

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Notice Boards (2)
Central Bedfordshire Council
Bedfordshire Constabulary
The Editor, Biggleswade Chronicle
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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 Central Bedfordshire Council Development Control Committee.

3. TOWN MAYOR'S ANNOUNCEMENTS

4. MEMBERS QUESTIONS

5. 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.

6. BEDFORDSHIRE CONSTABULARY

For members to receive Crime figures from Bedfordshire Police.

7. **INVITED SPEAKER** – Mr Mike Makin - to inform members on the state and progress of the consortium at the Kings Reach development.

8. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For members to receive and approve the Minutes of the Council meeting held on 8 October 2013 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For Members to receive a Draft copy of the minutes of the Joint Management Committee meeting held on 16 October 2013.

9. **MATTERS ARISING**

- a. Minutes of the Council meeting held on 8 October 2013

10. **PLANNING APPLICATIONS**

- a. **CB/13/03360/ADV & CB/13/03361/LB – 23-24 Market Square, Biggleswade**
Listed Building: Replacement of existing signage to exterior of building
- b. **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

This application was considered by Town Council on 8 October 2013 when;

It was **RESOLVED** that Town Council **DEFER** any decision until **FURTHER CLARIFICATION** of this application is received. Clarification on the incorporation of Highways land on the planning application documents / plans.

CBC has now confirmed that the application does also include the extension of the existing dropped kerb, so as to allow an increase in off street parking provision at the rear of the property. The Highways Team have been consulted on the application who will be advising on the acceptability of this arrangement.

- c. **CB/13/03542/VOC – London Road Retail Park, London Road, Biggleswade**
Variation of Conditions 20 & 21 of Application no CB/13/00949/VOC dated 20/06/2013 to allow the sale of food in Unit G.

11. **ACCOUNTS**

a. **Financial Administration**

For members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 30 September 2013
ii. Summary of Income & Expenditure.
iii. Current Bank Account, receipts and payments to 30 September 2013

b. **Annual Audit**

- i. For Members to approve the Annual Return for 31 March 2013.
- ii. For Members to receive and record the External Audit Report for the year to 31 March 2013 and agree the recommendations. (a copy is attached to this agenda).

12. **ITEMS FOR CONSIDERATION**

a. **Commemoration of the 1st World War**

Members asked to consider holding a service in the Market Square on Sunday 17th August 2014; to include service an exhibition of memorabilia, band and a competition for the schools to take part in.

**b. Street naming and numbering – Land South of Potton Road (Areas 35 and 41)
Postal addresses for 66 dwellings**

CBC has received an application for postal addresses for the next phase of the 'Kings Reach' development and is requesting that Town Council chose 3 or 4 more street names.

The previous section of the development is using names of 'Nobel Scientist from Cambridge'

The names previously used for this development are:

Darwin	Hawking	Rutherford	Whittle	Maunder
Walton	Cockcroft	Anderson	Turin	Born
Sanger	Pople	Babbage	Gilbert	Bohr
Appleton				

If Town Council decides to continue with this theme CBC has suggested some possible names;

Gurdon	Blackburn	Evans	Maskin	Brenner
Hunt	Greengard	Walker	Stone	Ramsey
Stone	Fowler	Cormack	Mitchell	White
Hewish	Porter	Arrow	Hodgkin	Wilkins

Or, Town Council could choose a different theme instead.

A location map is attached to this agenda.

c. Proposal to expand St Andrews Church Lower School

Correspondence has been received to inform Town Council that notice has been given in accordance with section 19(3) of the Education and Inspections Act 2006 that the Governing Body of St Andrews Church of England Voluntary Controlled Lower School, Brunt's Lane, Biggleswade intends to make a prescribed alteration to the school from 1 September 2015.

The proposal is to expand the St Andrews School from a 450 place lower school for pupils aged 4+ 9 to a 750 place lower school for pupils aged 4+ 9 through the creation of a new second campus on a new site within the housing development on land east of Biggleswade as identified in the master plan for the overall development and secured under Section 106 agreement. The second campus will provide an additional 2 forms of entry (300) places at the site in the new buildings.

A copy is attached to this agenda.

Members are asked to consider this proposal.

d. Works at Stratton Way Cemetery

The contractors appointed to undertake the repair works to the boundary walls and outbuildings at Stratton Way Cemetery have whilst removing the damaged fascias and soffits found the roofing rafters and timbers to be badly decayed with woodworm. Consequently the roofing works cannot be completed as intended and the buildings are temporarily fenced off.

The only option for the works to continue as intended is for the roof to be stripped and new timbers and rafters be supplied and fitted, details of the additional cost of this work are attached.

As neither buildings are presently used and both buildings will incur future maintenance liabilities the contractor has supplied a cost for the removal of both buildings.

Members are asked to consider the attached quotations **a** and **b**

13. ITEMS FOR INFORMATION

a. Planning application outcomes

A report detailing the outcome of recent planning applications is attached to this agenda.

b. Thank you letter

Correspondence has been received from Bedford College to thank Town Council for their £50 Sponsorship

c. Work to Tree(s) – Land at Bensons Court, Chapel Fields, Biggleswade

CBC has notified Town Council of an application to carry out work to tree(s) at the above property which is within the Biggleswade Conservation Area.

A copy is attached to this agenda.

d. Outcomes from Biggleswade Pride in held on 20th March 2013

Attached to this agenda is a final report on one of the outcomes from the Biggleswade Pride in Day held on 20th March 2013.

The work on this was undertaken after reports were made to the Community Safety Tasking Group at CBC; the reports were around issues of drinking and anti social behaviour in the bus waiting area at Century House.

e. Appeal decision – 111 The Rowlands, Biggleswade

The following application was considered by Town Council on 26 March 2013;

CB/13/00594/FULL – 111 The Rowlands, Biggleswade

Erection of a timber built pigeon loft with tiled roof, sited on 3 course brickwork

It was **RESOLVED** that the Town Council raise no objection to this application provided the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations. In addition, the Council is to ensure that their guidelines on the size of the proposed extension to the principle dwelling are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

CBC refused this application on 8 May 2013

The applicant appealed to The Planning Inspectorate and planning permission has now been granted.

14. PUBLIC OPEN SESSION

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

15. 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.