

Ref: Agenda/Council090713

3 July 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 9 July 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 and approve the minutes of the Council meeting held on 25 June 2013 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 **18 June 2013**.

Items as listed on the PLOS agenda:

6) **ITEMS FOR CONSIDERATION**

a) **Footpath Mill Lane to Ivel Bridge running adjacent to River**

Cllr Mrs J Lawrence explained the current position regarding the two areas of collapsed river bank. The Environment Agency has refused permission for the chosen contractor to carry out remedial works. Negotiations are now underway in order that the specification will gain consent.

The members asked that CBC be contacted to request signs be placed at each end of the path saying that it is unsafe to use this area and that there is no throughway.

b) **Biggleswade Bowls Club- Maintenance of Bowling Green Edges**

Correspondence has been received from Biggleswade Bowls Club regarding maintenance of bowling green edges.

Three sides have been identified as rotten and are therefore potentially dangerous. It is proposed that 2 sides are replaced this winter (2013) with concrete edges at a cost of £2460 +VAT in line with the quotation received from TurfCare Leisure Services dated 18 July 2012.

They are requesting financial support for this essential work to be carried out under general maintenance and to keep the green edges in line with the Bowls England Statement.

The cost of previous work in 2010 was shared 50/50 between the Town Council and the Bowls Club and they are requesting similar consideration on this occasion.

Members **RECOMMENDED** a contribution of 25% of the total cost be offered to the Bowls Club.

c) **Grasmere Correspondence**

Correspondence has been received from 2 residents voicing concerns about the flooding and removal of play equipment at Grasmere play area.

The Chairman combined agenda items c and d at this point.

d) **Network Rail Grasmere**

Cllr Mrs W Smith reported on the meeting with Network Rail held on 31st May 2013, with the planned power supply upgrade project still at an early stage. Cllr Mrs W Smith highlighted that Network Rail were considering alternative routes due to the presence of the flood basin.

Cllr Mrs W Smith advised that final works to remove the play equipment and reinstate have been delayed due to prolonged adverse ground conditions, this has also made the area difficult for maintenance work to take place safely and in line with health and safety regulations. Drainage problems are currently being looked into, with overgrown ditches and hedgerows to be investigated.

It was **RECOMMENDED** that Louise Wilcox, Deputy Town Clerk, progress the issues with Anglian Water and Twigden Homes.

e) **Biggleswade Town Cricket Club**

Materials including plaster boards, plaster, paint and light fittings have been provided to the cricket club. Cricket club members have used these materials to enhance the pavilion and these works have been completed to the satisfaction of the Council.

Members considered the need for new new flooring surfaces to be provided and a quotation that had been obtained.

It was **RECOMMENDED** an additional quotation for carpet tiles be obtained.

f) **Fairfield Sports Ground**

Cliff Andrews, BRCC, has supplied Town Council with a revised proposal for Fairfield Sports Ground Access Enhancements for the Biggleswade Green Wheel.

It was **RECOMMENDED** that this is approved.

g) **Quotations for works at Eagle Farm Road Pavilion**

Members considered the two quotations attached for works at Eagle Farm Road Pavilion.

It was **RECOMMENDED** to proceed with Quote B at the following costs:

Tamper proof room stat	£192.93
Trace heating to pipework	£708.60
Install timeclock configuration	£554.85

h) **The Outdoor Access Improvement Plan for Central Bedfordshire 2013 to 2023**

Members are asked to consider the above Consultation Draft document which is available to view at Town Council office or online at:

www.centralbedfordshire.gov.uk/environment/countryside/oaip.aspx

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

i) **Cemetery Maintenance**

Cllr B Briars outlined a series of concerns with maintenance operations being undertaken in both Council Cemeteries.

The Deputy Town Clerk, reported that a new and improved maintenance programme has been put in place to deal with ongoing maintenance concerns, with fortnightly grass cutting regimes and increased cylinder mowing. This will be monitored closely and increased attention paid to edging up and clearing of footpaths and gulleys.

j) **New play equipment items – Kitelands Recreation Ground**

Members considered the S106 funding in hand and available to spend on new play equipment items at Kitelands Recreation Ground.

Members agreed that Kitelands would benefit from new and more challenging items of equipment.

Members **RECOMMENDED** that the following items be purchased

4m climb net - £7500.00
Freeride - £1412.00
Aeroskate - £5477.00

Members **RECOMMENDED** that two quotations be taken to council showing the installation and safety surfacing costs for both items.

k) **New play equipment items**

Members considered the need for replacement items at Foxglove and Heather Drive and the concerns with the deteriorating surfacing at Franklins Recreation Ground.

Members **RECOMMENDED** that S106 funding be obtained for all these work items.

Members **RECOMMENDED** subject to funding being transferred, proceeding with ordering the following items.

Heather Drive

- a2) Elephant springy £355.00
- a4) Parrott see saw £1560.00

Foxglove

- b3) Octopus Springy £546

Franklins Recreation Ground

- 2) Combined 2 bay/basket net frame £3375.00
- Installation and wetpour surfacing to swings, plus replacement wetpour surfacing to overhead rotator, cradle swings, toddlers multiplay £10,777.00

l) Maintenance and repairs to the Buildings and Boundary Walls – Stratton Way cemetery

Members considered the tender document detailing recommendations for the buildings and boundary walls at Stratton Way Cemetery.

Members considered the tender submissions and **RECOMMENDED** to proceed with Quote C at a cost of £12,016.00

m) Replacement roofing works Drove Road workshop

Members considered quotations for the replacement roofing works and **RECOMMENDED** to proceed with Quote A at a cost of £3917.00

n) Change of Committee name

Members considered the possibility of re-naming the Public Land and Open Spaces Committee. Following discussion of possible alternative names members **RECOMMENDED** continuing with the name Public Land and Open Spaces.

o) English Heritage Open Days – Drove Road Chapel

Members considered the possibility of opening up the Drove Road Cemetery Chapel on Saturday 14th September, to highlight the restoration work that has recently taken place.

Members **RECOMMENDED** approaching the Biggleswade History Society with a view to opening the chapel on this date and to register the event with English Heritage accordingly.

7. MATTERS ARISING

- a. Council meeting held on 25 June 2013.

8. PLANNING APPLICATIONS

a. CB/13/02039/ADV – 19 Market Square, Biggleswade

Advertisement: 1 No externally illuminated fascia sign and 1 no non illuminated projecting sign.

*Previous application 13/00968/ADV – Advertisements: One illuminated fascia sign and one non-illuminated projecting sign to the front elevation. Town Council 26/03/2013 **OBJECTED** to the illuminated fascia sign and raised no objection to the non-illuminated sign. Application refused by CBC 01/05/2013*

b. CB/13/02017/FULL – Unit A & R Stratton Business Park, London Road, Biggleswade

Demolition of existing units, erection of retail unit (Class A1), alterations to access and servicing arrangement and associated landscaping works.

c. CB/13/01884/ADV – 15 Market Square, Biggleswade

Advertisement: externally illuminated fascia sign, 1no projecting sign externally illuminated and various window vinyls.

- d. **CB/13/0222/FULL – 59 Dells Lane, Biggleswade**
Erection of rear conservatory
- e. **CB/13/02185/FULL – 45 High Street, Biggleswade**
Relocate existing nightsafe
- f. **CB/13/01827/FULL – Land South of Potton Road, Biggleswade**
Erection of new mixed use local centre to include, 55 residential units, 911 sq. m. (net) of retail A1, A2 & A3 floor space, 60 bed (C2) care home, central square kiosk, community building & associated infrastructure.
- g. **CB/13/01969/RM – Land South of Potton Road, Biggleswade**
Reserved Matters of appearance, landscaping, layout, scale and access for the erection of 66 dwellings at Blocks 35 & 41 pursuant to Outline consent reference MB/03/01205/OUT dated 13/11/2006 for Residential development of approximately 1450 dwellings, construction of Eastern relief road, Local Centre, primary school, public open space, structural landscaping, infrastructure including surface water balancing facilities and associated works. Demolition of 128 Potton Road to facilitate vehicular access. (All matters reserved except means of access) – Granted 13 November 2006.
- h. **CB/13/02288/FULL – Land of Edworth Road, Langford**
Installation of a 13MW solar farm and associated infrastructure.

As a neighbouring parish of Langford, CBC is asking for Town Councils views regarding the above application, by no later than 23 July 2013. Details will be on display in the Chamber for Members to view

9. **ITEMS FOR CONSIDERATION**

a. **Installation of CCTV at Fairfield Cricket Club**

Correspondence has been received from Biggleswade Cricket Club, one of their members has offered to install CCTV at Fairfield. Two internal cameras are proposed – one in the kitchen area and one in the store room in the toilet block – and two external cameras – one covering the cricket square, at the front of pavilion above the clock, and one covering the practice nets, on the side of the pavilion just under the eaves.

The cameras will be fixed and not monitored. They will record to a system placed in the pavilion. The member who has volunteered to install the system is going to survey the pavilion at the weekend.

They are asking what requirements that Town Council may have.

b. **New play equipment items – Kitelands Recreation Ground**

Following the PLOS committee meeting held on 18th June 2013, further costs have been obtained, with some reductions in price now being offered. Second installation and surfacing prices are still awaited.

The details are-

Freeride - £1412.00

Installation £560.00

Surfacing £888.00

=£2860.00

4m space net - £5925.00

Installation £1600.00

Surfacing £2368.00

=£9893.00

Aeroskate - £5095.00

Installation £740.00

Surfacing £1184.00

=£7019.00

Sundry costs – carriage, muckaway etc - £1379.00
Post Installation Inspection report - £450.00

Total Sum **£21,601.00**

A balance of £30,000 S106 funding is in hand.

Members are asked consider the purchase of the above items and also the Hip Hop at £2960.00 which would compliment the scheme. The remaining balance of £8399.00 be used to install and surface the item and to provide additional seating, litter bins and signage in the play area.

c. Request for a Summer BBQ

Correspondence has been received from residents of Mead End requesting permission to use Kitelands Recreation ground on Sunday 11 August for a Party (BBQ) from approx 1pm – 6pm.

They would need to erect a small party tent backing onto the Mead End houses and have already made enquiries about appropriate insurance.

A copy is attached to this agenda.

10. ITEMS FOR INFORMATION

a. Annual Bowls Match

Town Council Annual Bowls match will take place on Thursday 15 August commencing at 6pm.

Would any Councillors wishing to play make the office staff aware as soon as possible.

b. Number of CBC enquiries received and recycling bags/bins given out by Town Council Staff

The number of CBC enquiries (telephone and face to face) dealt with by Town Council staff is as follows:

February 2013.....	103
March 2013.....	93
April 2013.....	75
May 2013.....	86

OVERALL TOTAL = 357 ENQUIRIES IN 4 MONTHS

The number of recycling bags and food bins given out by Town Council staff are:

	February 2013	March 2013	April 2013	May 2013
Large Brown Bins	17	13	19	24
Small Brown Bins	10	10	7	11
Orange Bags	47	40	45	36
Food Waste Bags	81	65	76	72
Green Garden Bags	51	60	111	230

OVERALL TOTAL = 1,025 ITEMS GIVEN OUT IN 4 MONTHS

c. Members' Customer Service Bulletin for period 20/05/13 – 16/06/2013

A copy of the above is available in Town Council office for Members to view.

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.