



Ref: Agenda/Council-23/10/2018

18th October 2018

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the **Council Meeting of Biggleswade Town Council** that will take place on **Tuesday 23rd October 2018** at the **Offices of Biggleswade Town Council, Saffron Road, Biggleswade** commencing at **7.00 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Rob D McGregor'.

Rob D McGregor
Town Clerk

Distribution: All Town Councillors Bedfordshire Constabulary
Notice Boards (2) The Editor, Bedfordshire on Sunday
Central Bedfordshire Council County Library, Biggleswade
The Editor, Biggleswade Advertiser The Editor, Biggleswade Comet

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**

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.

3. **TOWN MAYOR'S ANNOUNCEMENTS**
4. **PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

5. **INVITED SPEAKER**

None.

6. **MEMBERS QUESTIONS**

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive the minutes of the Council Meeting held on 25th September 2018 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. **MATTERS ARISING**

- a. Minutes of the Town Council Meeting held on 25th September 2018.

9. **PLANNING APPLICATIONS**

a. **CB/18/03369/ADV – A1 London Retail Park, London Road, Biggleswade**

Advertisement: Unit G2 – Installation of new company branded signage consisting of the following: 2 x Internally Illuminated Fascia signs (A & B) Shop front elevation and 3x Non-Illuminated Totem signs (Totem A-London Rd, facing Parking, Totem B-London Rd, facing London Road and Totem C-facing parking).

b. **CB/18/03484/FULL – 11 The Avenue, Biggleswade, SG18 0PS**

Rear and side ground floor extension.

c. **CB/18/03499/FULL – 154 Drove Road, Biggleswade, SG18 0HP**

Garden Annexe Extension & Raised Roof.

d. **CB/18/03438/ADV – Stratton Business Park, Pegasus Drive, Biggleswade**

Advertisement: Installation of 2 fascia signs.

e. **CB/18/03660/FULL – 105 Dells Lane, Biggleswade, SG18 8LD**

Single storey rear extension.

f. **CB/18/03593/FULL – 10 Aston Croft, Biggleswade, SG18 8GR**

Flat Roof and roof lanterns in lieu of previously approved 17.5 deg pitched roof
(CB/17/04729Full)

g. **CB/18/03692/FULL – Biggleswade United Football Club, Fairfield Road, Biggleswade, SG18 0AA**

Retrospective application for a Television Gantry to the existing spectator stand.

10. **ACCOUNTS**

a. **External Audit for the year ended 31 March 2018**

For Members to receive and approve the annual return, year end March 2018 and the external auditors certificate and report.

(Copies attached to this agenda).

11. **ITEMS FOR CONSIDERATION**

a. **CB/TCA/18/00366 – 48 Shortmead Street, Biggleswade, SG18 0AP**

Works to trees within a Conservation Area: X3 tall lime trees Reduce height below phone line to allow more light and stop pulling of the line.

b. **Proposed Expansion of Edward Peake C of E Middle School**

To consider a consultation on the expansion of Edward Peake middle school. (attached).

c. **Town & Parish Conference**

To consider representation at the Town and Parish conference, to be held on 8 November 2018, 6.00-9.00pm at Priory House, Chicksands.(attached).

d. **Application for Street Trading – Biggleswade**

For Members to receive and make any comments on a street trading application. (attached).

e. **Correspondence – Rt Hon Alistair Burt MP**

For members to consider the attached letter.

f. **Quotation for Pop up Market Umbrellas**

For members to a quotation for the supply of two additional market umbrellas at a cost of £3,579.12 plus VAT. The market umbrellas are used at events including Christmas Fair, Community Engagement Day and Teenage Market.

12. **ITEMS FOR INFORMATION**

a. **Planning Application Outcomes**

Attached report of the Planning Application Outcomes as at 17th October 2018.

b. **Community Agent Report**

Members are requested to note the attached report and case studies provided by the Biggleswade Community Agent for the period July to September 2018.

c. **The Highways Act 1980 – CBC – Biggleswade: Part of Footpath No 24 Public Path Diversion order 2018**

Attached for information, a copy of the Notice in connection with the diversion of the above footpath as shown on the Order map.(Attached copy of a plan).

d. **Bedfordshire Police Funding**

On 8th October 2018 a letter regarding the underfunding of Bedfordshire Police was sent to the Rt Hon Nick Hurd MP, also copied to Rt Hon Phillip Hammond MP,

Rt Hon Alistair Burt MP, Kathryn Holloway PCC and Jon Boucher Chief Constable, a response has been received from the PCC. (attached letter and response).

e. **Crime Statistics August 2018 to September 2018.**

The attached document contains the crime statistics for 1st August to September 2018. Some of the data that has been used in the past is no longer available. The data is sorted by area and then by the date it was recorded on the system, this can be highlighted in red or yellow depending on when it was recorded on the system.

f. **Central Bedfordshire Council (Reorganisation of Community Governance) Order 2018**

Central Bedfordshire Council has completed its Community Governance Review and a copy of the Order is copied to this agenda.

13. **PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot.**

14. **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.

(Recruitment)

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.



**MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 25 SEPTEMBER 2018
AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL,
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE**

PRESENT:

- Cllr M North (Chairman)
- Cllr D Albone
- Cllr I Bond
- Cllr B Briars
- Cllr L Fage
- Cllr G Fage
- Cllr F Foster
- Cllr M Foster
- Cllr H Ramsey
- Cllr M Russell
- Cllr P Sheldon
- Cllr D Strachan
- Cllr S Watkins

- Mr R McGregor – Town Clerk, Biggleswade Town Council
- Mr M Thorn – Deputy Town Clerk, Biggleswade Town Council
- Miss Helen Calvert – Meeting Administrator, Biggleswade Town Council
- Members of Public – 3

B25/0901 1. APOLOGIES FOR ABSENCE

None.

ABSENT WITHOUT APOLOGIES

Cllr S Patel, Cllr J Medlock

B25/0902 2. DECLARATIONS OF INTEREST

- B25/0902.1 a. Disclosable Pecuniary Interests in any agenda item – None
- B25/0902.2 b. Non-pecuniary interests in any agenda item - None

B25/0903 3. TOWN MAYOR'S ANNOUNCEMENTS

Cllr M Russell informed members of her attendance at the High Sheriffs Service for Judges on Sunday 23rd September 2018. The service was well received and provided a good opportunity for networking.

B25/0904 4. PUBLIC OPEN SESSION

No questions from the public.

B25/0905 5. INVITED SPEAKER

There was no invited speaker.

B25/0906

6. **MEMBERS QUESTIONS**

There were no members questions.

B25/0907

7. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

B25/0907.1

- a. For Members to receive the minutes of the Council Meeting held on Tuesday 11th September 2018 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

The minutes were **ACCEPTED** with a small alteration to item A11/0903 to read the 'The Police and Crime Commissioner's Conference'.

B25/0907.2

- b. For Members to receive the **Recommendations** and **Resolutions** of the Public Lands and Open Spaces Committee held on 18 September 2018 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Members **ACCEPTED** the Recommendations and Resolutions as written.

B25/0907.3

- c. For Members to receive the **Recommendations** and **Resolutions** of the Town Centre Management Committee held on the 21st August 2018 at the offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Members **ACCEPTED** the Recommendations and Resolutions as written.

B25/0908

8. **MATTERS ARISING**

There were no matters arising from the Minutes of the Biggleswade Town Council Meeting held on 11th September 2018.

B25/0909

9. **PLANNING APPLICATIONS**

B25/0909.1

- a. **CB/18/03182/FULL – 35 Mountbatten Drive, Biggleswade, SG18 0JJ**

To replace Roof of Existing Conservatory and Erect a Roof Canopy to the Rear of the Property.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning 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 dwellings are complied with to eliminate detriment in respect of light and privacy of adjacent residents.

B25/0909.2

- b. **CB/18/03284/FULL – 1 Sandy View, Biggleswade, SG18 0HS**

Single storey front and rear extension with first floor side/front extension.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning 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 dwellings are complied with to eliminate detriment in respect of light and privacy of adjacent residents.

B25/0909.3

c. **CB/18/03313/FULL – 48 The Baulk, Biggleswade, SG18 0PX**

Replacement of existing outbuildings with new annex.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning 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 dwellings are complied with to eliminate detriment in respect of light and privacy of adjacent residents.

B25/0910

10. ACCOUNTS

B25/0910.1

a. **Financial Administration**

Cllr Ramsay presented the following Accounts:

- i. Detailed Balance Sheet to 31st August 2018
- ii. Summary of Income & Expenditure
- iii. Income and Expenditure by budget heading
- iv. Current Bank Account, receipts and payments to 31st August 2018.

It was **RESOLVED** that the Accounts were approved and adopted.

B25/0911

11. ITEMS FOR INFORMATION

B25/0911.1

a. **Biggleswade Train Station**

Following several meetings chaired by Rt Honourable Alistair Burt to discuss disabled access and other matter pertaining to Biggleswade Railway Station various options have been put forward to look at a number of issues to include improved DDA accessibility and compliance.

Members are asked to consider the options in completing work to Biggleswade Train Station in order to provide disability access and improve compliance.

Members raised concerns on the safety of the bridge considering that Network Rail have noted that the bridge is in poor condition.

It was recognised that work to the station would cause disruption but that this would be beneficial in the long term for providing a disabled access route and improving the structural condition of the bridge.

Members **RESOLVED** that Option 2 is the preferred option with the addition that work to the bridge is completed as a matter of urgency due to the structural condition.

B25/0911.2

b. **Parish Council Meeting with Alistair Burt MP**

Meeting with Alistair Burt MP - Saturday November 10th @ 10.00 am-12 noon Cardington Village Hall, Southill Road, Cardington, MK44 3SX.

It was **RESOLVED** that Cllr M North and Cllr G Fage would attend the

B25/0912 **12. ITEMS FOR INFORMATION**

B25/0912 .1 **a. Rose Lane – Correspondence**

Members noted the correspondence regarding Rose Lane.

B25/0912 .2 **b. Police and Crime Commissioners Annual Parish Conference**

Cllr D Strachan gave an update to members on attending the Police and Crime Commissioners Annual Parish Conference.

Members were informed that Bedfordshire Police are wishing to recruit an additional 300 Police Officers throughout Bedfordshire which will require £10-12 million worth of funding.

It was agreed that the level of policing within Bedfordshire has been unsatisfactory for several years and that an increase in Police presence would be welcome.

It is hoped that the Chancellor of the Exchequer will release the money needed in order to fund this.

It was requested that the Town Clerk send a letter to the Police Minister expressing our support in gaining the necessary funding for recruiting additional police officers.

Cllr D Strachan informed members that he will be meeting with the Chief Constable on 23rd November and welcomed any concerns to be raised with him ahead of the meeting.

B25/0912.3 **c. Planning Application Outcomes**

Cllr M North requested an update on the proposal to erect 50 residential apartments at Bonds Lane (19/02353/FULL). Cllr S Watkins agreed to seek an update from Central Bedfordshire Council and report back to members. Cllr Russell explained that the detailed application has been withdrawn and only the outline has gone forward to Central Bedfordshire Council.

B25/0913 **13. PUBLIC OPEN SESSION**

Mr Fox wished to know of who is responsible for the bus service within Bedfordshire. Members informed Mr Fox that the bus service is run by Central Bedfordshire Council. Mr Fox also wished to know of who is responsible for cleaning up the oil spill near the bus stop. Members confirmed that this also the responsibility of Central Bedfordshire Council.

14. **EXEMPT ITEMS**

The following resolution was moved that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

15a. (CB/17/05929/FULL - Drove Road, Biggleswade).

15b. (Recommendations & Resolutions of TCM Management committee meeting 21/08/2018)

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.

DRAFT



Mr R McGregor
Biggleswade Town Council
The Old Court House
4 Saffron Road
Biggleswade
Bedfordshire
SG18 8DL

Direct line +44 (0)191 383 6348
Email local.councils@mazars.co.uk

24 September 2018

Dear Mr McGregor

Completion of the audit for the year ended 31 March 2018

We have completed our audit for the year ended 31 March 2018 and I have pleasure in enclosing the certified Annual Governance and Accountability Return. The External Auditor's Certificate and Report is given in Section 3.

If there are any significant matters arising from the audit, they are summarised in the External Auditor's certificate in Section 3. If we have identified minor scope for improvement we have recorded this on page 2 of this letter. The Council must consider these matters and decide what action is required. In most cases this will be self-evident. In some instances we have referred to further guidance available, in particular, in the publication "*Governance and Accountability for Local Councils – A Practitioners' Guide (England) 2010*". This can be obtained via your NALC or SLCC branch, or downloaded free of charge.

Action you are required to take

The Accounts and Audit (England) Regulations 2015 set out what you must do at the conclusion of the audit. In summary, you are required to:

Publish (which must include publication on the authority's website) a statement:

- that the audit has been concluded and that the statement of accounts has been published;
- of the rights of inspection conferred on local government electors by section 25 of the Local Audit and Accountability Act 2014; and
- the address at which, and the hours during which, those rights may be exercised.
- Keep copies of the Annual Governance and Accountability Return for purchase by any person on payment of a reasonable sum.
- Ensure that the Annual Governance and Accountability Return remains available for public access for a period of not less than five years beginning with the date on which the Annual Governance and Accountability Return was first published.

The Accounts and Audit (England) Regulations 2015 do not specify the period the signed off accounts need to be on the council's website but this period must be reasonable.

Mazars LLP – Salvus House - Aykley Heads - Durham - DH1 5TS
Tel: +44 (0) 191 383 6300 – Fax: +44 (0) 191 383 6350 – www.mazars.co.uk

Mazars LLP is the UK firm of Mazars, an integrated international advisory and accountancy organisation. Mazars LLP is a limited liability partnership registered in England and Wales with registered number OC308299 and with its registered office at Tower Bridge House, St Katharine's Way, London E1W 1DD.

We are registered to carry on audit work in the UK and Ireland by the Institute of Chartered Accountants in England and Wales. Details about our audit registration can be viewed at www.auditregister.org.uk under reference number C001139861.

VAT number: 839 8356 73





Minor scope for improvement in 2018/19

The Council only received oral budget monitoring reports in 2017/18. In future, the Council should receive regular written reports showing performance against budget and providing written explanations of significant variances.

Audit fee

We enclose our fee note for the audit, which is in accordance with the audit fee scales set by SAAA, and available at <http://www.localaudits.co.uk/fees.html>

We would be grateful if you could arrange for this to be paid at the earliest opportunity.

Yours sincerely

A handwritten signature in blue ink that reads 'C Waddell'.

Cameron Waddell
Partner

Local Councils, Internal Drainage Boards and other Smaller Authorities in England

Annual Governance and Accountability Return 2017/18 Part 3

To be completed by:

- all smaller authorities* where either the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; and
- any other smaller authorities that either:
 - are unable to certify themselves as exempt; or
 - have requested a limited assurance review.

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2017/18

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with Proper Practices.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **annual internal audit report** is completed by the authority's internal auditor.
 - **Sections 1 and 2** are to be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved **before 2 July 2018**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or requesting a limited assurance review, **must** send to the external auditor:
 - the Annual Governance and Accountability Return Sections 1, 2 and 3, together with
 - a bank reconciliation as at 31 March 2018
 - an explanation of any significant year on year variances in the accounting statements
 - your notification of the commencement date of the period for the exercise of public rights

Unless requested, do not send any original records to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed and is able to give an opinion on the limited assurance review, the Annual Governance and Accountability Return including **Section 3 – External Auditor Report and Certificate** will be returned to the authority.

Publication Requirements

Smaller authorities with either income or expenditure exceeding £25,000 **must** publish on a public website, under the Accounts and Audit Regulations 2015, the Annual Governance and Accountability Return:

- **Section 1 – Annual Governance Statement 2017/18**, page 4
- **Section 2 – Accounting Statements 2017/18**, page 5
- **Section 3 – The External Auditor Report and Certificate 2017/18**, page 6
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to Local Audit and Accountability Act 2014.

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2017/18

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this Annual Governance and Accountability Return. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the Annual Governance and Accountability Return is complete (i.e. no empty highlighted boxes), and is properly signed and dated. Avoid making amendments to the completed Annual Governance and Accountability Return. Any amendments must be approved by the authority, properly initialled and accompanied by an explanation. If the Annual Governance and Accountability Return contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the annual internal audit report prior to approving the annual governance statement and before approving the accounts.
- Use the checklist provided below to review the Annual Governance and Accountability Return for completeness before sending it to the external auditor.
- Do not send the external auditor any information not specifically requested. However, you **must** inform your external auditor about any change of Clerk, Responsible Finance Officer or Chairman, and provide relevant email addresses and telephone numbers.
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the Annual Governance and Accountability Return covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the explanation.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs will be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2017) equals the balance brought forward in the current year (Box 1 of 2018).
- Please enter the authority's name **only** in Section 3 on Page 6. **Do not complete the remainder of that section**, which is reserved for the external auditor.
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights. From the commencement date for a single period of 30 consecutive working days, the accounts and accounting records can be inspected. Whatever period the RFO sets it **must** include a common inspection period – during which the accounts and accounting records of all smaller authorities must be available for public inspection – of the first ten working days of July.
- The authority **must** publish the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes have been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', is an explanation provided?	✓	
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?	✓	
	Has an explanation of significant variations from last year to this year been provided?	✓	
	The bank reconciliation as at 31 March 2018 is agreed to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority is a sole managing trustee? NB: do not send trust accounting statements unless requested or instructed.	NIL	NIL

*More guidance on completing this annual return is available in *Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, which can be downloaded from www.nalc.gov.uk or from www.slcc.co.uk or from www.ada.org.uk

Annual Internal Audit Report 2017/18

BIGGLESWADE TOWN COUNCIL

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation during the financial year ended 31 March 2018.

The internal audit for 2017/18 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. (For local councils only)			
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

16/11/17, 15/3/18, 29/5/18 N. ARCHER for AUDITING SOLUTIONS LTD

Signature of person who carried out the internal audit

N. S. Archer

Date

29/5/18

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2017/18

We acknowledge as the members of:

BIGGLESWADE TOWN COUNCIL.

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2018, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓
			has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how the authority will address the weaknesses identified.

This Annual Governance Statement is approved by this authority and recorded as minute reference:

B26/06/10.2

dated

26/06/2018

Signed by the Chairman and Clerk of the meeting where approval is given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Other information required by the Transparency Codes (not part of Annual Governance Statement)

Authority web address

WWW.BIGGLESWADETOWNCOUNCIL.GOV.UK.

Section 2 – Accounting Statements 2017/18 for

BIGgleswade Town Council

	Year ending		Notes and guidance
	31 March 2017 £	31 March 2018 £	
1. Balances brought forward	553,181	458,713	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	764,331	861,241	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	121,579	231,158	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	364,913	395,640	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	15,469	15,310	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	599,996	574,935	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	458,713	565,227	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	466,804	522,381	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	2,665,358	2,811,208	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	147,071	138,585	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets.
		<input checked="" type="checkbox"/>	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2018 the Accounting Statements in this Annual Governance and Accountability Return present fairly the financial position of this authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

 SIGNATURE REQUIRED

Date

26/06/2018

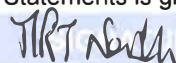
I confirm that these Accounting Statements were approved by this authority on this date:

26/06/2018

and recorded as minute reference:

B26/0610-2

Signed by Chairman of the meeting where approval of the Accounting Statements is given

 SIGNATURE REQUIRED

Section 3 – External Auditor Report and Certificate 2017/18

In respect of Biggleswade Town Council

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2018; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2017/18

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

See separate report

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

See separate report

(continue on a separate sheet if required)

3 External auditor certificate 2017/18

We certify ~~do not certify~~ that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2018.

*We do not certify completion because:

Not applicable


External Auditor Name

Mazars LLP, Durham, DH1 5TS

External Auditor Signature *Mazars LLP*

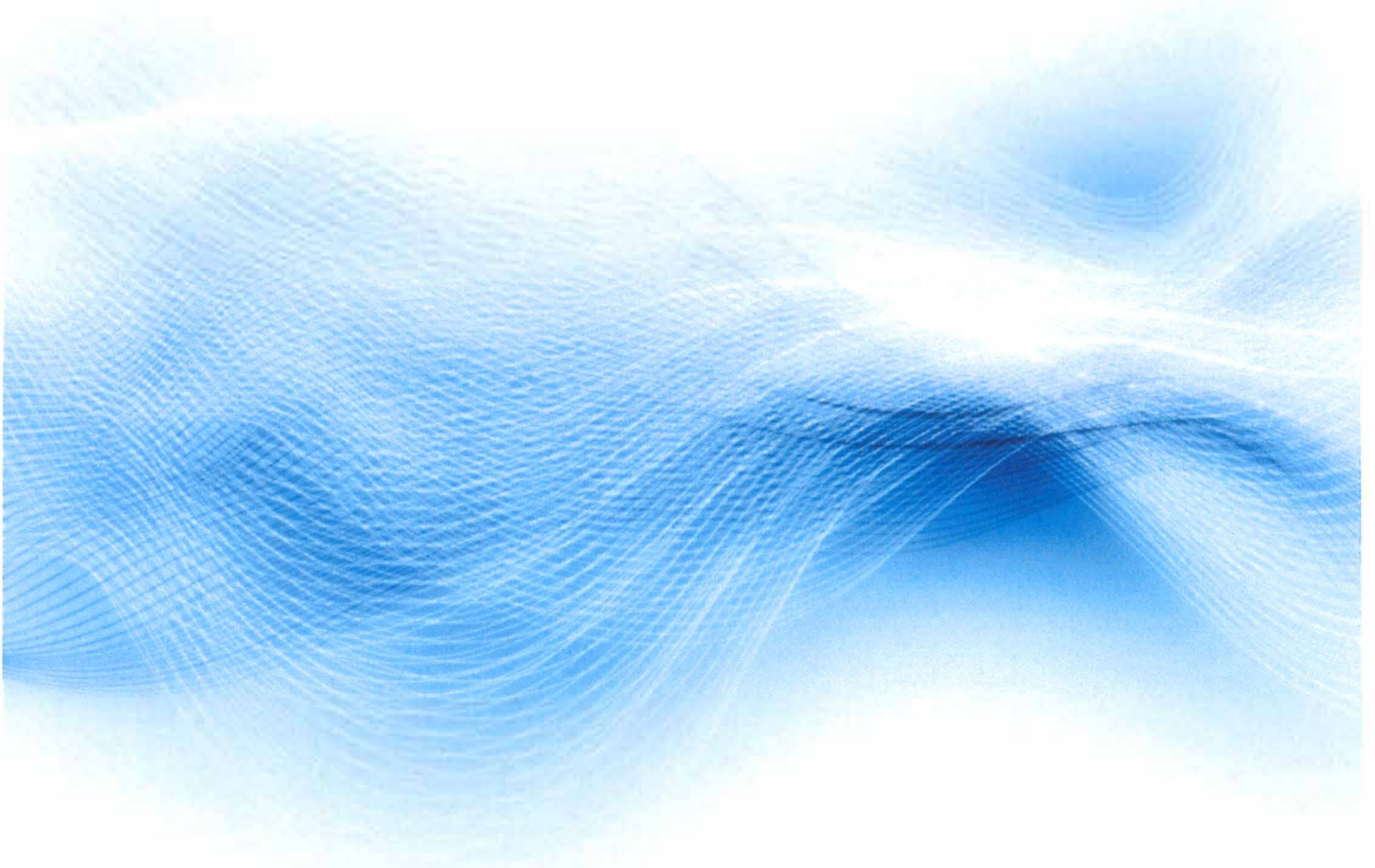
Date 24 September 2018

*Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2017/18 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)



External auditor report continuation sheet

Biggleswade Town Council
Year ending 31 March 2018



1. INTRODUCTION

This page is part of Section 3 – External auditor report 2017/18

The following matters have been raised to draw items to the attention of Biggleswade Town Council. These matters came to the attention of Mazars LLP during the review of the Annual Governance and Accountability Report (AGAR) for the year ended 31 March 2018. This report must be presented alongside the AGAR to a full meeting of the smaller authority for review.

The review of the annual return may not disclose all shortcomings of the systems as some matters may not have come to the attention of the auditor. For this reason, the matters raised may not be the only ones that exist.

Except for the matters reported below on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.

The Accounts and Audit (England) Regulations 2015 require that the period of public rights covers 30 working days including the first 10 working days of July. In 2017 this requirement was not met but the Council has answered yes to the assertion on public rights in the Annual Governance Statement. In future the Council needs to put in place arrangements to ensure that it can meet its statutory obligations in respect of public rights and answers no in the Annual Governance Statement where this has not been achieved.

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

The Council did not include a bank reconciliation in the Annual Governance and Accountability Return submission for audit review. Although a reconciliation was provided upon request the bank reconciliation is a key management control and in future the Council should ensure that it is prepared as part of the Annual Governance and Accountability Return submission.

As part of its Annual Governance and Accountability Return submission the Council is required to provide for audit explanations for significant variances between the 2016/17 and 2017/18 figures in Section 2. Such explanations support the Council's own understanding of its financial performance. For 2017/18 the Council provided insufficient explanation of its variances because it only provided accounts listing income and expenditure and the accounts were prepared on a different basis to the AGAR so the totals were different. In future the Council should provide an explanation for all significant variances using the proforma supplied with our guidance.

No other matters came to our attention.

For and on behalf of Mazars LLP

Date: 24 September 2018

CONTACT

Cameron Waddell

Partner

Phone: 0191 383 6348

Email: local.councils@mazars.co.uk

Ross Woodley

Manager

Phone: 0191 383 6348

Email: local.councils@mazars.co.uk

Development Management

Central Bedfordshire Council

Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ
www.centralbedfordshire.gov.uk



Mr Rob McGregor
Clerk to Biggleswade Town Council
The Old Court House
4 Saffron Road
Biggleswade
Beds
SG18 8DL

Contact Pat Longland
Direct Dial 0300 300 4431
Email planning@centralbedfordshire.gov.uk
Your Ref
Date 01 October 2018

Dear Mr McGregor,

Application No: CB/TCA/18/00366
Proposal: Works to trees within a Conservation Area: X3 tall lime trees
Reduce height below phone line to allow more light and stop pulling of the
line.
Location: 48 Shortmead Street, Biggleswade, SG18 0AP

I have received an application to carry out work to tree(s) at the above property which is within the **Biggleswade Conservation Area**. A copy of the application is enclosed for your information.

If you wish to comment on the application, please do so in writing within 21 days of the date of this letter quoting the above application number.

All letters received are open to public view and therefore cannot be treated in confidence. Normally, your letter will not be acknowledged.

Yours sincerely,

Pat Longland
Trees & Landscape Officer



Application for tree works: works to trees subject to a tree preservation order (TPO) and/or notification of proposed works to trees in a conservation area.

Town and Country Planning Act 1990

Publication of applications on planning authority websites.

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

1. Trees Location

Number	48
Suffix	
Property name	
Address line 1	Shortmead Street
Address line 2	
Address line 3	
Town/city	Biggleswade
Postcode	SG18 0AP

If the location is unclear or there is not a full postal address, describe as clearly as possible where it is (for example, 'Land to rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road')

Easting (x)	518840
Northing (y)	244787

Description

2. Applicant Details

Title	Mr
First name	Craig
Surname	Antrobus
Company name	
Address line 1	48, Shortmead Street
Address line 2	
Address line 3	

6. Trees - Additional Information

If Yes, you are required to provide for

Subsidence

A report by an engineer or surveyor, to include a description of damage, vegetation, monitoring data, soil, roots and repair proposals. Also a report from an arboriculturist to support the tree work proposals.

Other structural damage (e.g. drains walls and hard surfaces) Written technical evidence from an appropriate expert, including description of damage and possible solutions.

Documents and plans (for any tree)

Are you providing additional information in support of your application (e.g. an additional schedule of work for question 'Identification of Tree(s) and Description of Works')? Yes No

7. Tree Ownership

Is the applicant the owner of the tree(s)? Yes No

8. Tree Preservation Order Details

If you know which TPO protects the tree(s), enter its title or number

9. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent. Yes No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

10. Trees - Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Date (cannot be pre-application)







IPFM

APPLICATION NO: CB/TEA/12/00366



48

1,2,3
TREES TO CUT

48
GARDEN

46A

46 HOLLYWOOD DOGS

48A
I.P.E.M.

DRIVEWAY
OWNED
BY 48

- ①
- ②
- ③



VICTORIA PLACE

3

CAR PARK
FOR
42/44

42/44

SHORTMEAD STREET



have
your
say...

...on the proposed expansion of
Edward Peake C of E VC Middle
School, Biggleswade

**Central
Bedfordshire**

Find Central Bedfordshire Council online at



www.centralbedfordshire.gov.uk/consultations

Introduction

Section 14 of the Education Act 1996 places a duty on councils to secure sufficient and suitable school places for 5 –16-year-old children in its area. The Education and Inspections Act 2006 gives councils a strategic role as commissioners, but not providers, of school places to promote parental choice, diversity, high standards, the fulfilment of every child's educational potential and fair access to educational opportunity.

Background

New middle school places are required in Biggleswade as a result of significant and continuing housing development in the town which local residents will be aware of.

Edward Peake C of E VC Middle School (Edward Peake) was expanded two years ago to provide 120 additional school places. Further school expansions in the town have resulted in a new 420 place, second campus for St Andrews C of E VC Lower School on Bantock Way, plus two expansions of Biggleswade Academy, which have provided 120 additional lower school places and the replacement of temporary accommodation on the school site to re-provide 30 places.

Central Bedfordshire Council continuously works with schools in the area to review places and plan for the impact of demographic changes across the area and, as demonstrated by the Council's 'Schools for the Future' programme, to ensure that we have the right schools, in the right places, delivering the best education. The imminent and substantial pressure on existing provision and the need for more middle school places in Biggleswade is clear.

Our proposal

In response to this rapidly increasing need for school places the Council has invited Edward Peake to expand by 60 places in each year group.

The Published Admission Number for the school is 150 pupils. The pupil populations predicted to come through for September 2020 are significantly greater than 150. This pressure on school places continues for the foreseeable future.

The Council is working with the school on ways to develop the current site such that it can continue to provide high quality education for pupils whilst addressing the challenge of this significant increase in pupils within the established grounds.

The proposal is for the new accommodation to be ready for the 2020/21 school year. The admission arrangements will be finalised and published in time for the school admissions process for children who are due to transfer to middle school in September 2020.

Why are we consulting with you?

For a proposed enlargement of school premises, the council is required to follow the statutory process as set out in the Department for Education's guidance for 'Making prescribed alterations to maintained schools'.

Before the statutory consultation process commences the council is expected to consult interested parties in order to develop their proposal and consider all relevant considerations. This is known

as the preliminary consultation and we are inviting you to ‘have your say’ at this preliminary stage regarding the proposed expansion of the school.

Starting on page 3 of this document you will find a list of Frequently Asked Questions (FAQs) which will help to address some immediate concerns that you may have. There may be other questions you wish to raise, and we will be happy to respond to these at the public meeting at Edward Peake on 5 November.

The consultation process

You can ‘have your say’ via the on-line response facility on the Council’s website [here](http://www.centralbedfordshire.gov.uk/consultations) - www.centralbedfordshire.gov.uk/consultations

Or....

At the end of this document you will find a form which you can complete and return to the Council via the freepost address provided.

On-line responses and completed forms must be submitted by **5.00 pm on Tuesday 13 November 2018**.

Meetings will be held with the staff and governors of Edward Peake.

There will also be a **public meeting/ drop in** which will be open to all interested parties. This meeting will be held at Edward Peake on **Monday 5 November – parents, carers, local residents and any other interested parties are welcome to drop in between 5.30pm – 7.30pm to discuss the proposal and raise any queries.**

The timeline for the consultation process is:

Action	Timescale/Deadline
Preliminary consultation period begins	9 October 2018
Staff and governors meeting	5 November 2018
Public meeting / Drop in at Edward Peake - 5.30 – 7.30 pm	5 November 2018
Preliminary consultation closes - final date for submission of written responses	13 November 2018
Governors consider responses to preliminary consultation, decide upon proposal for additional school place provision and submit their decision to the Council	By 4 December 2018
**** Council decides whether to proceed to statutory consultation	By 14 December 2018
Statutory consultation launched and four-week representation period starts	4 January 2019
Statutory consultation closes	1 February 2019
Members of Central Bedfordshire Council’s Overview & Scrutiny Committee for Children’s	12 March 2019

Services consider results of preliminary and statutory consultations	
Members of Central Bedfordshire Council's Executive consider results of preliminary and statutory consultations and determine proposed expansion of Edward Peake	2 April 2019

**** The timetable and process is illustrative after this stage.

If a decision is made to expand Edward Peake, formal implementation of the expansion will commence during 2019 such that the buildings and site are developed to provide good physical environment for the increased pupil and staff numbers

Frequently Asked Questions (FAQs)

1 – When will the extended school site open?

A - Subject to obtaining all the necessary consents it is proposed that the school expansion will be operational from September 2020.

2 – What impact will the building programme have on current pupils and their use of the school site?

A – There may be some restrictions on movement around the site however we will ensure that delivery of the curriculum and the provision of recreational space will be subject to minimum disruption during the building programme.

3 – Are there sufficient funds to develop the site appropriately for this significant increase in pupils and staff?

A – The school has worked with the Council on feasibility studies to ensure that it is possible to make provision for an enlarged school population to at least the same standard of facilities and recreational space as current pupils' experience. The Council has funding streams from central government in respect of recognised increased 'basic need' and also from S106 monies paid by housing developers to the Council for this purpose.

4 – With an extra 240 pupils on the same site will the experience of school life for Edward Peake pupils become more cramped?

A – The feasibility studies and planning have a number of important principles in view, including addressing this very important question.

5 – How will admissions to the expanded school site be managed?

A – The Council and Edward Peake will work very closely together to plan for specific numbers and year groups in more detail as and when admission numbers and parental wishes are known. This will enable the school to plan for an orderly and carefully managed move from a

school with around 600 pupils to one that is filling up to its new capacity of 840 pupils in the long term.

6 - Will the catchment area for Edward Peake stay the same?

A - Yes, the catchment area will remain the same. The building programme is only designed to address the pressure on places within this catchment area and does not create capacity for any extension of that area.

7 – How will this expansion of the school impact on staffing?

A – An advantage of being a larger school is the opportunity to increase the number of specialist teachers in a number of areas of the curriculum. A key purpose of managing carefully the increase in pupil numbers in any year group is to be able to support recruitment of new staff in a strategic manner and also one which has those teachers in place in good time to sustain current curriculum and provide for the additional classes.

8 – Has the Council considered any alternative solutions other than the expansion of Edward Peake?

A – Not at the current time. This proposal fits very well into the Council’s stated principles and priorities when responding to the need to increase school places. Of the Council’s nine principles, the following are notably applicable to this proposed expansion:

Principle 1 - The need to provide local schools for local children, ensuring a sense of community belonging and also promoting sustainable modes of travel.

Principle 2 - The need to create schools that are of sufficient size to be financially and educationally viable.

Principle 3 - The ability to support the expansion of local popular and successful schools

Principle 4 - The potential to further promote and support robust partnerships and learning communities

Principle 7 – To seek opportunities to create inspirational learning environments for the school and to maximise community use

9 – How will the increase in numbers of pupils and staff impact on the school’s immediate neighbours?

A – Traffic management plans will be a key element in the process of getting permission for the building programme from the planning authorities

Please submit your response to this preliminary consultation via our on-line response facility on the Central Bedfordshire Council’s website [here](http://www.centralbedfordshire.gov.uk/council/consultations) -
www.centralbedfordshire.gov.uk/council/consultations

Or complete and submit the following form to the freepost address supplied.

**Central
Bedfordshire**

Central Bedfordshire in contact

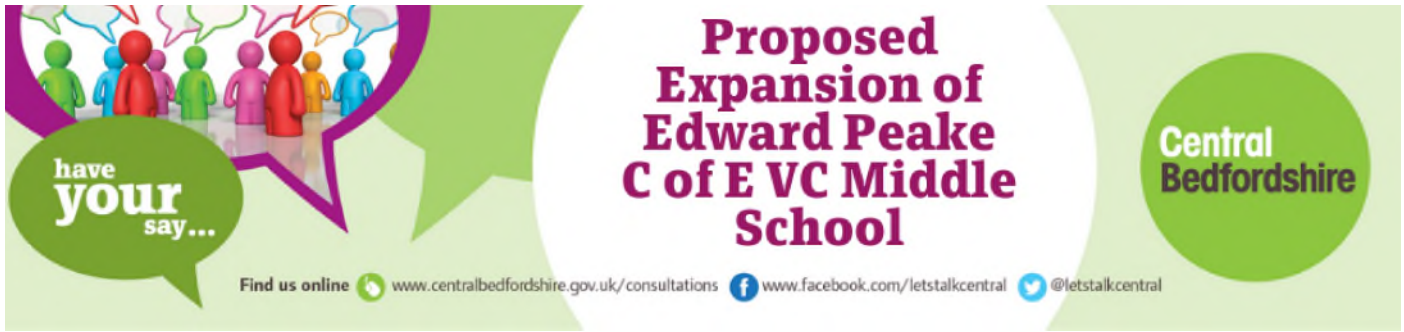
Contact us...

by telephone: 0300 300 8000

by email: customer.services@centralbedfordshire.gov.uk

on the web: www.centralbedfordshire.gov.uk

Write to Central Bedfordshire Council, Priory House,
Monks Walk, Chicksands, Shefford, Bedfordshire SG17 5TQ



As you will be aware, Edward Peake C of E VC Middle School was expanded two years ago to increase the school’s total capacity from 480 to 600 places. The expansion was required to meet the projected demand from the new dwellings planned for the Biggleswade area up until 2018.

At the time of the expansion it was acknowledged that an additional 900 dwellings were planned for the area with delivery due between 2019 and 2027. We are now proposing to further expand Edward Peake C of E VC Middle School to meet this demand.

We want to hear your views on the proposed expansion. You can also submit your views at www.centralbedfordshire.gov.uk/consultations

Q1 In light of the extra homes being built in the Biggleswade area, how far do you agree or disagree with the Council's proposal to expand Edward Peake Church of England VC Middle School? (please select one)

Strongly agree
 Agree
 Neither
 Disagree
 Strongly disagree

Q2 Do you have any comments or concerns regarding the proposed expansion?

About You
 This section is about you. The following information will help us when considering your opinions and to make sure that we're getting views of all members of the community. The answers will not be used to identify any individual. You can read more about why we ask these questions on our website

Q3 Are you responding as: (please select one)

Parent of child at a Edward Peake C of E VC Middle School
 School governor
 School employee
 Local resident
 Other

If other, please specify:

Q4 Are you: (please select one)

Male

Female

Q5 What is your age? (please select one)

Under 16 yrs

45-59 yrs

16-19 yrs

60- 64 yrs

20-29 yrs

65-74 yrs

30-44 yrs

75+ yrs

Q6 Do you consider yourself disabled? (please select one)

Under the Equality Act 2010 a person is considered to have a disability if they have a physical or mental impairment which has a sustained and long-term adverse effect on their ability to carry out normal day to day activities.

Yes

No

Q7 To which of these groups do you consider you belong? (please select one)

White British

Mixed ethnicity

Black or Black British

Other ethnic group

Asian or Asian British

If other, please specify:

Q8 What is your home or organisation's postcode?

This will only be used for analysis purposes and will not be used to identify you in any way.

Q9 If you would like to receive alerts for any new consultations, please provide your email address below to be added our database, this will not be used or shared in any other capacity:

Thank you.

**Please return your completed form by Tuesday 13 November 2018 to:
Freepost RSJS GBBZ SRZT (you do not need a stamp)
Edward Peake CofE VC Middle School consultation,
Central Bedfordshire Council
Priory House, Monks Walk
Chicksands, Shefford
SG17 5TQ**

Data Protection Act 2018

Please note that your personal details supplied on this form will be held and/or computerised by Central Bedfordshire Council for the purpose of this survey. The information collected may be disclosed to officers and members of the Council and its' partners involved in this survey. Summarised information from the forms may be published, but no individual details will be disclosed under these circumstances. Your personal details will be safeguarded and will not be divulged to any other individuals or organisations for any other purposes. If you do not wish to have your personal details retained for the purposes given, please contact consultations@centralbedfordshire.gov.uk who will arrange for their removal and deletion. We will only be able to locate your data for removal if you have provided us with a personal identifier, such as your email address.

Dear Chairman / Clerk

PLEASE HOLD THE DATE – 8th NOVEMBER 2018

We would like to invite up to two representatives from your council to attend the next Town and Parish Council Conference on Thursday 8 November 2018, 6.00-9.00pm at Priory House, Chicksands.

A draft agenda is attached, and the topics include health, how to report highway matters, the empty homes strategy, planning administration and how to become a CBC Councillor. There will also be pre - event networking and a chance to speak to our Fostering and Adoption team.

You can book your place(s) by replying to this email or telephone Annette Eversden 0300 300 4498. The deadline for bookings is 5th November.

Kind Regards



A circular logo with a grey background and the text 'Central Bedfordshire' in white.

CENTRAL BEDFORDSHIRE COUNCIL

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

APPLICATION FOR STREET TRADING CONSENT

TO: The Licensing Team, Public Protection, Central Bedfordshire Council, Watling House, High Street North, Dunstable, Beds LU6 1LF

I/We apply under the provisions of the above Act for a street trading consent.

I/We submit the following particulars:

1. a) Full name(s) (Block capitals) b) Date of Birth c) Trading name (if any)	MICHAEL PATRICK EDGAR 02/06/1981 DOUGH BRO'S PIZZA								
2. a) Address b) Telephone number	17 LONDON ROAD BIGGLESWADE BEDFORDSHIRE SG18 8ED 07723090223								
3. Have you been convicted of any offence in the last 10 years? If 'Yes' please give details	Yes <input checked="" type="radio"/> No <table border="1" data-bbox="771 1317 1317 1686"> <thead> <tr> <th data-bbox="771 1317 953 1462">Court Code and date of conviction</th> <th data-bbox="953 1317 1135 1462">Offence code and date of offence</th> <th data-bbox="1135 1317 1317 1462">Fine, penalty or sentence</th> </tr> </thead> <tbody> <tr> <td data-bbox="771 1462 953 1686"> </td> <td data-bbox="953 1462 1135 1686"> </td> <td data-bbox="1135 1462 1317 1686"> </td> </tr> </tbody> </table>			Court Code and date of conviction	Offence code and date of offence	Fine, penalty or sentence			
Court Code and date of conviction	Offence code and date of offence	Fine, penalty or sentence							
4. Are there any prosecutions pending against you? If 'Yes' please give details	Yes <input checked="" type="radio"/> No <table border="1" data-bbox="771 1787 1317 2000"> <thead> <tr> <th data-bbox="771 1787 1044 2000">Alleged offence</th> <th data-bbox="1044 1787 1317 2000">Date of court hearing</th> </tr> </thead> <tbody> <tr> <td data-bbox="771 1787 1044 2000"> </td> <td data-bbox="1044 1787 1317 2000"> </td> </tr> </tbody> </table>			Alleged offence	Date of court hearing				
Alleged offence	Date of court hearing								

5. Description of articles to be sold	PIZZA'S + SOFT DRINKS
6. Trading site (If this is a fixed position please give details and enclose a map)	KINGS REACH BIGGLESWADE BEDS SG18 8FD
7. Have you obtained any necessary permissions to trade at your chosen site (e.g. If private property, the permission of the owner) (Please provide evidence).	GRANTED PERMISSION FROM BIGGLESWADE TOWN COUNCIL. PLEASE CONTACT: 01767 ANGELA THOMAS
8. How long a period of consent are you applying for (12 months or one off)	12 MONTHS. OBTAINING VERBAL AGREEMENT
9. Proposed days and times of trading	EVERY FRIDAY 4-8-30 PM
10. a) Type of stall/vehicle. b) Brief description of your proposed stall/vehicle (please include a colour photograph of the stall) c) Vehicle registration number (if applicable)	POP UP GAZEBO 3x3M HEAVY DUTY MARKET STALL WITH FABRIC SIDES. (SEE IMAGE ATTACHED). OUR LOGO WILL BE PRINTED ON ROOF
11. Address of premises used for storage/accommodation of stall/vehicle and, if appropriate food.	17 LONDON ROAD BIGGLESWADE BEDFORDSHIRE SG18 8ED
12. Will you be the sole operator(s) of the stall/vehicle? If 'no', how often will you operate the stall/vehicle?	Yes (No) MOST WEEKENDS
13. If the answer to 11 is 'no', please give details of persons who will operate the stall/vehicle (include age and date of birth)	MY BUSINESS PARTNER IS: DANIEL RAWLINSO 13/02/1983

(LAYBY
BEHIND
THE KIOSK)

348020

<p>14. Do you have Public Liability Insurance in the sum of £5 million?</p> <p>If 'Yes' please enclose a copy of the policy.</p> <p>If 'No' give details of any Public Liability Insurance you presently have and indicate whether you would be willing to obtain £5 million Public Liability Insurance.</p>	<p>Yes / No</p>
<p>15. Will you be using any equipment that may give rise to complaints (e.g. generators)?</p>	<p>GTAS PIZZA OVEN</p>
<p>16. What arrangements are there for the disposal of waste?</p>	<p>WILL SPEAK TO ANGELA THOMAS REGARDING THIS. WE WILL SUPPLY A BIN + WILL RECYCLE PIZZA BOXES.</p>
<p>FOOD CONSENTS</p>	
<p>17. Please give details about your food handling experience to date (if applicable)</p>	<p>WE HAVE COMPLETED LEVEL 2 FOOD SAFETY AND HYGIENE COURSE ON-LINE</p>
<p>18. a) Have you ever attended a food hygiene course offered by the local authority?</p> <p>b) If 'yes' when and where?</p>	<p>Yes / No</p>
<p>19. Are you at present registered with Central Bedfordshire Council as a food premises?</p> <p>If 'yes' please give date of registration</p>	<p>Yes / No</p> <p>REGISTERED APPLICATION ONLINE</p> <p>7.9.18</p>
<p>BUSINESS INTERESTS</p>	
<p>20. a) Have you traded in Central Bedfordshire before?</p> <p>b) If the answer to 19a is yes, please give details (Where, how long etc)</p>	<p>Yes / No</p>
<p>21. a) Have you traded in any other town/city?</p> <p>b) If 'yes' please give details</p>	<p>Yes / No</p>

CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE

Where required by Regulation 5 of the Employers' Liability (Compulsory Insurance) Regulations 1998 (the Regulations), one or more copies of this certificate must be displayed at each place of business at which the Insured employs persons covered by the policy. In addition, in accordance with Regulation 4 of the Regulations the Insured must, on expiry, keep this certificate, or a copy thereof, for a period of 40 years from the commencement date of this certificate. (ii)

Policy No: ZI/008993
Name of Insured (i): Mr M Edgar & Mr D Rawlinson T/As Dough Bro's Pizza
Date of Commencement of Insurance: 01/10/2018
Date of Expiry of Insurance: 30/09/2019

We hereby certify that subject to paragraph 2:

1. the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland or to offshore installations in any waters outside the United Kingdom to which Employers' Liability (Compulsory Insurance) Act 1969 or any amending primary legislation applies.
2. the minimum amount of cover provided by this certificate is no less than £10,000,000



Signed on behalf of the Insurers
Gary Humphreys
For Authorised Insurers

- (i) Where the employer is a company to which regulation 3(2) of the Regulations applies, the certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only named subsidiaries
- (ii) Although Regulation 4(4) has now been repealed, businesses should, as a matter of best practice, continue to retain certificates for 40 years after the commencement of cover.

Zenith Insurance Plc. is regulated by the Gibraltar Financial Services Commission and subject to a limited regulation by the Financial Conduct Authority and the Prudential Regulation Authority in respect of underwriting business in the UK (No.211787) 846-848 Europort, Gibraltar. QIC Europe Limited is authorised and regulated by the Malta Financial Services Authority (MFSA) to carry on general insurance business in terms of the Malta Insurance Business Act 1998 and subject to limited regulation by the UK Financial Conduct Authority and the Prudential Regulation Authority in respect of underwriting business in the UK (No.659521) No.7 4th Floor, Block C, Skyway Offices, 179 Marina Street, Pieta, PTA 9042, Malta.

Liability Complete – Schedule of Insurance
Arranged by Mobilers Insurance Services
A trading name of Insurance Factory Limited
Haden House, 16 Waterfall Lane Trading Estate, Cradley Heath, B64 6PU

Policy Number	ZI/008993
Name and Address of Insured	Mr M Edgar & Mr D Rawlinson T/As Dough Bro's Pizza 17 London Road Biggleswade SG18 8ED
Period of Insurance	01/10/2018 to 30/09/2019

Limits of Indemnity

Section 1 - Employers Liability	£10,000,000 (any one occurrence or series of occurrences arising out of one cause)
Section 2 - Public Liability	£5,000,000 any one accident or series of accidents arising out of one event*
Section 3 - Products Liability	£5,000,000 (in the aggregate and in any one period of insurance)*
Pollution and Contamination	£5,000,000 in the aggregate any one period of insurance* <i>* increasing to £10,000,000 where stipulated under contract or regulatory requirement</i>

Section 2 and 3 combined

Excess (Section 2/3)	£250.00 each and every property damage claim
Declared Occupation	Event Catering / Food Market Stalls - Pizza
Declared Employees	0-10
Declared Seating Capacity	0
Declared Turnover	£30,000
Premium (inclusive of IPT at current rate)	£84.00
Policy Fee	£25.00
Total	£109.00

Underwritten by Zenith Insurance Plc. and/or its co-insurers whose names and addresses are available on request.

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Several Liabilities Notice

The obligations of Zenith Insurance Plc. and its co-insurers under contracts of insurance to which they subscribe are several and not joint and are limited solely to the extent of each insurers individual subscription. If one of the insurer does not for any reason satisfy all or part of its obligations the other insurers will not be responsible for the defaulting insurer's obligations.

From: Enquires@camelot-cleaning.co.uk enquires@camelot-cleaning.co.uk
Subject: Fwd: Pop up pizzeria (Biggleswade)
Date: 17 Sep 2018 at 10:28:45
To: hangreen17@outlook.com

Sent from my iPhone

Begin forwarded message:

From: "Enquires@camelot-cleaning.co.uk" <enquires@camelot-cleaning.co.uk>
Date: 16 September 2018 at 21:41:31 BST
To: enquiries@camelot-cleaning.co.uk
Subject: Fwd: Pop up pizzeria (Biggleswade)

Sent from my iPhone

Begin forwarded message:

From: Angela Thomas <Angela.Thomas@biggleswadetowncouncil.gov.uk>
Date: 9 August 2018 at 16:42:40 BST
To: "Enquires@camelot-cleaning.co.uk" <enquires@camelot-cleaning.co.uk>
Subject: RE: Pop up pizzeria (Biggleswade)

Hi Michael

It has been agreed you will be able to park your Pop Up Pizzeria in the layby behind the kiosk (Kings Reach). However before this happens the following needs to be addressed:

- CBC approval from environmental health ([0300 300 8000](tel:03003008000) and asked for the department) or visit website <http://centralbedfordshire.gov.uk/environment/landing.aspx>
- Trading Certificate, required
- Your insurance details please -- re fire etc.
- Food Hygiene Certificate, required
- If the consortium has to collect pizza boxes and litter up in and around the area you will be asked to stop trading
- That Biggleswade Town council manage them and are responsible for any associated waste

Please turnover

management and litter control. **This has been agreed**

- That the pop up pizza is mobile and visits and not parked up permanently
- BTC cannot charge you directly for the pitch, as it is not our land.

You requested to hold this as soon as possible, however please be advised this cannot go ahead until all necessary documentation has been received by myself via email or delivered at this address:

The Orchard Community Centre
Sullivan Court
Erlensee Way
Biggleswade
SG18 8SZ

We look forward to hearing from you soon.

Many thanks

Best regards

Angela 😊

Angela Thomas
Information Officer
for Rob McGregor
Town Clerk



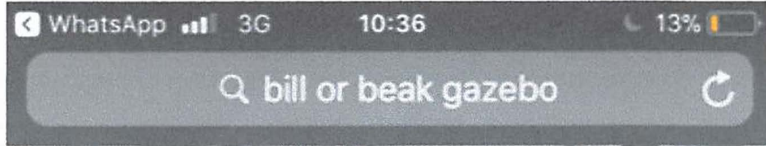
Biggleswade Town Council
The Old Court House, 4 Saffron Road, Biggleswade, SG18 8DL
Tel: 01767 348020
Email: angela.thomas@biggleswadetowncouncil.gov.uk

From: Enquires@camelot-cleaning.co.uk enquires@camelot-cleaning.co.uk

Subject: Gazebo Picture

Date: 17 Sep 2018 at 10:37:35

To: hangreen17@outlook.com



SWIPE TO NEXT >

 Collective Individualism



Saturday at Brockley Market |



Sent from my iPhone



Sent from my iPhone


From: Enquires@camelot-cleaning.co.uk enquires@camelot-cleaning.co.uk

Subject: Pictures

Date: 17 Sep 2018 at 10:35:22

To: hangreen17@outlook.com



 Faster, easier, eBay.
It's all in the app

[View](#)





COMMERCIAL PRINTED GRADE
POP UP GAZEBO TENT 3x3m
HEAVY DUTY MARKET STALL

2 X BRANDED HALF WALLS, BRANDED BACK
WALL, TOP VALANCE



Please turnover

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Policy No: ZI/004848
Name of Insured (i): R & T Baker T/As Young's Fish & Chips
Date of Commencement of Insurance: 01/09/2018
Date of Expiry of Insurance: 31/08/2019

We hereby certify that subject to paragraph 2:

1. the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland or to offshore installations in any waters outside the United Kingdom to which Employers' Liability (Compulsory Insurance) Act 1969 or any amending primary legislation applies.
2. the minimum amount of cover provided by this certificate is no less than £10,000,000



Signed on behalf of the Insurers
Gary Humphreys
For Authorised Insurers

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KEY FEATURES TO BE ADOPTED BY THE HIGHWAY AUTHORITY (UNLESS OTHERWISE SPECIFIED)

- HIGHWAY BOUNDARY
- CONSTRUCTION SITE BOUNDARY (GENERALLY 4m OUTSIDE HIGHWAY BOUNDARY)
- ADOPTABLE HIGHWAY
- PARKING ACCESS FOR CONSTRUCTION SEE DETAIL ON DRG No. 17156/307
- GARAGE ACCESS FOR CONSTRUCTION SEE DETAIL ON DRG No. 17156/307
- GRASS VERGE
- GRASS (GRID REINFORCED)
- BLOCK PAVING - AT GRADE
- RUMBLE STRIP (GRANITE SETTS) - AT GRADE (UNLESS NOTED OTHERWISE)
- TACTILE PAVING (BUFF)
- PROPOSED CAST IRON BOLLARDS (BROXP BX1522) - (SEE DRG No. 17156/307 FOR DETAILS)
- PROPOSED TIMBER BOLLARDS TO WEST HART DRG No. 1180-101D
- PROPOSED IRON BOLLARDS TO WEST HART DRG No. 1180-200H
- PROPOSED GLASSON MANCHESTER BOLLARD (SEE DRG No. 17156/307 FOR DETAILS)
- B1 • MINI ENSIGN BOLLARD DOUBLE ASPECT (DIAG 956/956) - (SEE DRG No. 17156/334 FOR DETAILS)
- B2 • MINI ENSIGN BOLLARD DOUBLE ASPECT (DIAG 956/956) - (SEE DRG No. 17156/334 FOR DETAILS)
- ROAD NAME PLATE (SEE DRG No. 17156/334 FOR DETAILS)
- TREE PIT - WITH APPROVED ROOT GUARD PROTECTION (SEE DRG No. 17156/334A)
- MARSHALLS LOCI CYCLE STANOAAT 1.2m CENTRES TO WEST HART DETAILS
- HP/LP — HIGH / LOW POINT

- NOTES**
1. LIGHTING COLUMNS TO BE LOCATED JUST INSIDE BACK EDGE OF FOOTWAY OR PAVED STRIP UNLESS SHOWN OTHERWISE.
 2. NO SURFACE WATER SHALL DRAIN FROM PRIVATE LAND ON TO HIGHWAY LAND OR VICE VERSA.
 3. THE CONTRACTOR IS TO COMPLY WITH ALL CURRENT REQUIREMENTS IN RELATION TO HEALTH, SAFETY AND WELFARE.
 4. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE COUNCIL'S ESTATE ROAD SPECIFICATION DATED JAN 1997 AND DESIGN IN CENTRAL BEDFORDSHIRE - A GUIDE FOR DEVELOPMENT OR AS DIRECTED BY THE CSC SITE REPRESENTATIVE ON SITE. THIS SUPPLEMENTS THE DMRB SPECIFICATION FOR HIGHWAY WORKS.
 5. SEE DRAWING NUMBERS 17156/018 & 319 FOR REMAINDER OF PHASE 5 INFRASTRUCTURE

KEY FEATURES TO BE ADOPTED BY THE HIGHWAY AUTHORITY (UNLESS OTHERWISE SPECIFIED)

- - - GULLY & CONNECTION
- - - SURFACE WATER SEWER (S104)
- - - FOUL WATER SEWER (S104)

LUMINAIRE B DW WINDSOR

EXCEL 450 LUMINAIRE WITH PENDANT EASYFIT TOP ENTRY MOUNT, ANCOISED ALUMINIUM CANOPY WITH RAL 9005 BLACK RING AND STANDARD CLEAR POLYCARBONATE GLAZING. DOWN LED LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. ROOD COLUMN BRACKET SINGLE ARM WITH EASY FIT TOP ENTRY - 1000mm PROJECTION TO FIT 114mm SHAFT. PAINT RAL 9005 COLUMN BRACKET BLACK RAL 9005 COLUMN MAIN ARM TUBULAR STEEL SPOOR INTEGRAL ROOT GALVANISED FINISH. PAINT COLUMN UP TO 6M PSX702 BLACK FINISH.

SUPPLIER	WRTL	MAX 70 80 90 (cd/m)	156 0, 68 0, 5 0
TYPE	LEERA 2555/2556 500	HEIGHT	5'00
LAMP(s)	1PL-L 36W	TILT	5°
LAMP FLUX (lm)	2.50	OUT-REACH	0.40 (from mounting)
MAINTENANCE FACTOR	0.75		(see manufacturer's website)

LUMINAIRE C

SUPPLIER	Philips	MAX 70 80 90 (cd/m)	+
TYPE	Indium SCS 452	HEIGHT	4.80 AND HIGHER
LAMP(s)	45W SOL&LP	TILT	5°
LAMP FLUX (lm)		OUT-REACH	+
MAINTENANCE FACTOR			

LUMINAIRE D DW WINDSOR (PRIVATE)

CRADLE 450 LUMINAIRE WITH POST TOP ENTRY, ANCOISED ALUMINIUM CANOPY WITH RAL 9005 SET BLACK RING AND STANDARD CLEAR POLYCARBONATE GLAZING. DOWN LED LIGHT ENGINE TWIN MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. COLUMN 78MM POST TOP 6M TUBULAR STEEL SPOOR INTEGRAL ROOT PRIMER FINISH BEDFORDSHIRE SPEC (WITH ID BADGE FITTED). PAINT PLATE NON FITTED COLUMN UP TO 6M IN PSX702 RAL 9005 BLACK.

LUMINAIRE E DW WINDSOR

EXCEL 450 LUMINAIRE WITH PENDANT EASYFIT TOP ENTRY MOUNT, ANCOISED ALUMINIUM CANOPY WITH RAL 9005 SET BLACK RING AND STANDARD CLEAR POLYCARBONATE GLAZING. DOWN LED LIGHT ENGINE TWIN MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. ROOD COLUMN BRACKET SINGLE ARM WITH EASY FIT TOP ENTRY 1000mm PROJECTION TO FIT A 78MM SHAFT, GALVANISED AND PRIMER FINISH. PAINT RAL 9005 COLUMN BRACKET BLACK RAL 9005 COLUMN MAIN ARM TUBULAR STEEL SPOOR INTEGRAL ROOT PRIMER FINISH BEDFORDSHIRE SPEC (WITH ID BADGE FITTED). PAINT PLATE NON FITTED COLUMN UP TO 6M IN PSX702 RAL 9005 BLACK.

Mark	Revision	Drawn	Date	Clkd

SCALING NOTE: Do not scale from this drawing. If in doubt, ask.

UTILITIES NOTE: The position of any existing public or private sewers, utility services, plants or apparatus shown on this drawing is believed to be correct, but no warranty to this is expressed or implied. Other such plant or apparatus may also be present but not shown. The Contractor is therefore advised to undertake his own investigation where the presence of any existing sewers, services, plant or apparatus may affect his operations.

FOR AGREEMENT

KING'S REACH, BIGGLESWADE
PHASE 5 INFRASTRUCTURE
SECTION 38 AGREEMENT
DRAWING 3 / AGREEMENT 3

Client:
TAYLOR WIMPEY
MARTIN GRANT HOMES

Date of 1st Issue: **JULY 2017**
 Drawn by: **iw**
 A2 Scale: **1:500**
 Checked by: **PRH**

Drawing Number: **17156/317**
 Revision:

Offices throughout the UK and Europe
www.peterbrett.com
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 READING
 tel 0118 950 0761



- HIGHWAY BOUNDARY
- CONSTRUCTION SITE BOUNDARY (GENERALLY 4m OUTSIDE HIGHWAY BOUNDARY)
- ADOPTABLE HIGHWAY
- PARKING ACCESS FOR CONSTRUCTION (SEE DETAIL ON DRG No. 17156/307)
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- GRASS VERGE
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- PROPOSED CAST IRON BOLLARDS (IROXAP BX1522) - (SEE DRG No. 17156/307 FOR DETAILS)
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- ROAD NAME PLATE (SEE DRG No. 17156/334 FOR DETAILS)
- TREE PIT - WITH APPROVED ROOT GUARD PROTECTION (SEE DRG No. 17156/334A)
- MARSHALLS LOG CYCLE STAND AT 1.2m CENTRES TO WEST HART DETAILS
- HP/LP ——— HIGH / LOW POINT

- NOTES**
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 - ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE COUNCIL'S STATE ROAD SPECIFICATION DATED JAN 1997 AND 'DESIGN IN CENTRAL BEDFORDSHIRE - A GUIDE FOR DEVELOPMENT OR AS DIRECTED BY THE CBC SITE REPRESENTATIVE ON SITE. THIS SUPPLEMENTS THE DMRB SPECIFICATION FOR HIGHWAY WORKS'.
 - SEE DRAWING NUMBERS 17156/318 & 319 FOR REMAINDER OF PHASE 5 INFRASTRUCTURE

- KEY FEATURES TO BE ADOPTED BY THE HIGHWAY AUTHORITY (UNLESS OTHERWISE SPECIFIED)**
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 - FOULE WATER SEWER (S104)
 - SOUL WATER SEWER (S104)

- LUMINAIRE B_DW WINDSOR**
EXCEL 450 LUMINAIRE WITH PENDANT EASYFIT TOP ENTRY MOUNT. ANODISED ALUMINIUM CANOPY WITH RAL 9005 BLACK RING AND STANDARD CLEAR POLY CARBONATE GLAZING. DWM LED LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. ROAD COLUMN BRACKET SINGLE ARM WITH EASY FIT TOP ENTRY. 1000mm PROJECTION TO FIT 114mm SHAF. PAINT RAL 9005 BLACK RING AND STANDARD CLEAR POLY CARBONATE GLAZING. DWM LED LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. COLUMN WARM BM TUBULAR STEEL. SDOOR INTEGRAL ROOT GALVANISED FINISH BEDFORDSHIRE SPEC (WITH ID BADGE FITTED). PAINT COLUMN UP TO 8M PSX700 BLACK FINISH.
- LUMINAIRE C:**
SUPPLIER: WRL
TYPE: LIBRA 2565/256 SILV
LAMP(LUX): 1PL1 36W
LAMP FLUX (lm): 230
MAINTENANCE FACTOR: 0.75
MAX H: 70.40.90 (cm/ftm)
HEIGHT: 5.00
TILT: 5°
OUT-REACH: 0.40 (x 10m max/ftm)
(x 10m max/ftm)
- FOOTWAY LUMINAIRE**
SUPPLIER: Philips
TYPE: Indium SCS452
LAMP(LUX): 45W SCS41P
LAMP FLUX (lm):
MAINTENANCE FACTOR: +
MAX H: 70.40.90 (cm/ftm)
HEIGHT: 4.00 MID RAISED
TILT: 5°
OUT-REACH: 5'
- LUMINAIRE D_DW WINDSOR (PRIVATE)**
EXCEL 450 LUMINAIRE WITH POST TOP ENTRY. ANODISED ALUMINIUM CANOPY WITH RAL 9005 JET BLACK RING AND STANDARD CLEAR POLY CARBONATE GLAZING. DWM LED LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. ROAD COLUMN BRACKET SINGLE ARM WITH EASY FIT TOP ENTRY. 1000mm PROJECTION TO FIT 114mm SHAF. GALVANISED AND PRIMER FINISH. PAINT RAL 9005 BLACK RING AND STANDARD CLEAR POLY CARBONATE GLAZING. DWM LED LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. COLUMN WARM BM TUBULAR STEEL. SDOOR INTEGRAL ROOT PRIMER FINISH BEDFORDSHIRE SPEC (WITH ID BADGE FITTED). PAINT COLUMN UP TO 8M IN PSX700 RAL 9005 BLACK.
- LUMINAIRE E_DW WINDSOR**
EXCEL 450 LUMINAIRE WITH PENDANT EASYFIT TOP ENTRY MOUNT. ANODISED ALUMINIUM CANOPY WITH RAL 9005 JET BLACK RING AND STANDARD CLEAR POLY CARBONATE GLAZING. DWM LED LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. ROAD COLUMN BRACKET SINGLE ARM WITH EASY FIT TOP ENTRY. 1000mm PROJECTION TO FIT 114mm SHAF. GALVANISED AND PRIMER FINISH. PAINT RAL 9005 BLACK RING AND STANDARD CLEAR POLY CARBONATE GLAZING. DWM LED LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. COLUMN WARM BM TUBULAR STEEL. SDOOR INTEGRAL ROOT PRIMER FINISH BEDFORDSHIRE SPEC (WITH ID BADGE FITTED). PAINT COLUMN UP TO 8M IN PSX700 RAL 9005 BLACK.

Mark	Revision	Drawn	Date	Chkd

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Drawing Issue Status

FOR AGREEMENT

**KING'S REACH, BIGGLESWADE
PHASE 5 INFRASTRUCTURE
SECTION 38 AGREEMENT
DRAWING 3 / AGREEMENT 3**

Client TAYLOR WIMPEY MARTIN GRANT HOMES		 <small>Offices throughout the UK and Europe www.peterbrett.com Peter Brett Associates LLP READING Tel: 0118 950 0761</small>
Date of 1st Issue JULY 2017	Drawn by jvr	
As Scale 1:500	Checked by PRH	
Drawing Number 17156/317		



- HIGHWAY BOUNDARY
- CONSTRUCTION SITE BOUNDARY (GENERALLY 4m OUTSIDE HIGHWAY BOUNDARY)
- ADOPTABLE HIGHWAY
- PARKING ACCESS FOR CONSTRUCTION SEE DETAIL ON DRG No. 17156/307
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 - ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE COUNCILS ESTATE ROAD SPECIFICATION DATED JAN 1997 AND DESIGN IN CENTRAL BEDFORDSHIRE - A GUIDE FOR DEVELOPMENT OR AS DIRECTED BY THE CBC SITE REPRESENTATIVE ON SITE. THIS SUPPLEMENTS THE DMRB SPECIFICATION FOR HIGHWAY WORKS.
 - SEE DRAWING NUMBERS 17156/318 & 319 FOR REMAINDER OF PHASE 5 INFRASTRUCTURE

- KEY FEATURES TO BE ADOPTED BY THE HIGHWAY AUTHORITY (UNLESS OTHERWISE SPECIFIED)**
- GULLY & CONNECTION
 - SURFACE WATER SEWER (S104)
 - FOUL WATER SEWER (S104)

LUMINAIRE B DW WINDSOR
 EXCEL 450 LUMINAIRE WITH PENDANT EASYFIT TOP ENTRY MOUNT ANCOISED ALUMINIUM CANOPY WITH RAL 9005 BLACK RING AND STANDARD CLEAR POLYCARBONATE GLAZING. DOWN LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. RIGID COLUMN BRACKET SINGLE ARM WITH EASY FIT TOP ENTRY - 1000mm PROJECTION TO FIT 114mm SHAFT. PAINT RIGID COLUMN BRACKET BLACK RAL 9005. COLUMN MARM 6M TUBULAR STEEL SDOOR INTEGRAL ROOT GALVANISED FINISH BEDFORDSHIRE SPEC (WITH ID BADGE FITTED). PAINT COLUMN UP TO 6M IN PSX700 BLACK FINISH.

LUMINAIRE C

SUPPLIER	WRTL	MAX 70.80 90 (cd/klm)	156.0, 68.0 5.0
Philips	USRA 2555/2566 STR	HEIGHT	5.00
LAMP(S)	17W 38W	FLT	5°
LAMP FLUX (lm)	2.90	OUT-REACH	0.42 (from mounting arm to photo cell centre)
MAINTENANCE FACTOR	0.75		

FOOTWAY LUMINAIRE

SUPPLIER	Philips	MAX 70.80 90 (cd/klm)	4.00 MID HINGED
TYPE	Indium SGS452	HEIGHT	5°
LAMP(S)	45W SON-TIP	FLT	5°
LAMP FLUX (lm)	-	OUT-REACH	-
MAINTENANCE FACTOR	-		

LUMINAIRE D DW WINDSOR (PRIVATE)
 CRADLE 450 LUMINAIRE WITH POST ENTRY ANCOISED ALUMINIUM CANOPY WITH RAL 9005 SET BLACK RING AND STANDARD CLEAR POLYCARBONATE GLAZING. DOWN LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. RIGID COLUMN BRACKET SINGLE ARM WITH EASY FIT TOP ENTRY 1000mm PROJECTION TO FIT 114mm SHAFT GALVANISED AND PRIMER FINISH. PAINT RIGID COLUMN BRKT BLACK RAL 9005. COLUMN MARM 6M TUBULAR STEEL SDOOR INTEGRAL ROOT PRIMER FINISH BEDFORDSHIRE SPEC (WITH ID BADGE FITTED). PAINT COLUMN UP TO 6M IN PSX700 RAL 9005 BLACK.

LUMINAIRE E DW WINDSOR
 EXCEL 450 LUMINAIRE WITH PENDANT EASYFIT TOP ENTRY MOUNT ANCOISED ALUMINIUM CANOPY WITH RAL 9005 SET BLACK RING AND STANDARD CLEAR POLYCARBONATE GLAZING. DOWN LIGHT ENGINE TRIPLE MODULE 4500K. DIAMOND OPTIC CONFIGURATION SET TO 5/25 AND A 35 LUX ELECTRONIC PHOTOCELL. RIGID COLUMN BRACKET SINGLE ARM WITH EASY FIT TOP ENTRY 1000mm PROJECTION TO FIT 114mm SHAFT GALVANISED AND PRIMER FINISH. PAINT RIGID COLUMN BRKT BLACK RAL 9005. COLUMN MARM 6M TUBULAR STEEL SDOOR INTEGRAL ROOT PRIMER FINISH BEDFORDSHIRE SPEC (WITH ID BADGE FITTED). PAINT COLUMN UP TO 6M IN PSX700 RAL 9005 BLACK.

Mark	Revision	Drawn	Date	Chkd

SCALE NOTE: Do not scale from this drawing. If in doubt, ask.
 UTILITIES NOTE: The position of any existing public or private sewers, utility services, pipes or apparatus shown on this drawing is believed to be correct, but no warranty to this is expressed or implied. Other such plant or apparatus may also be present but not shown. The Contractor is therefore advised to undertake his own investigation where the presence of any existing sewers, services (plant or apparatus) may affect his operations.

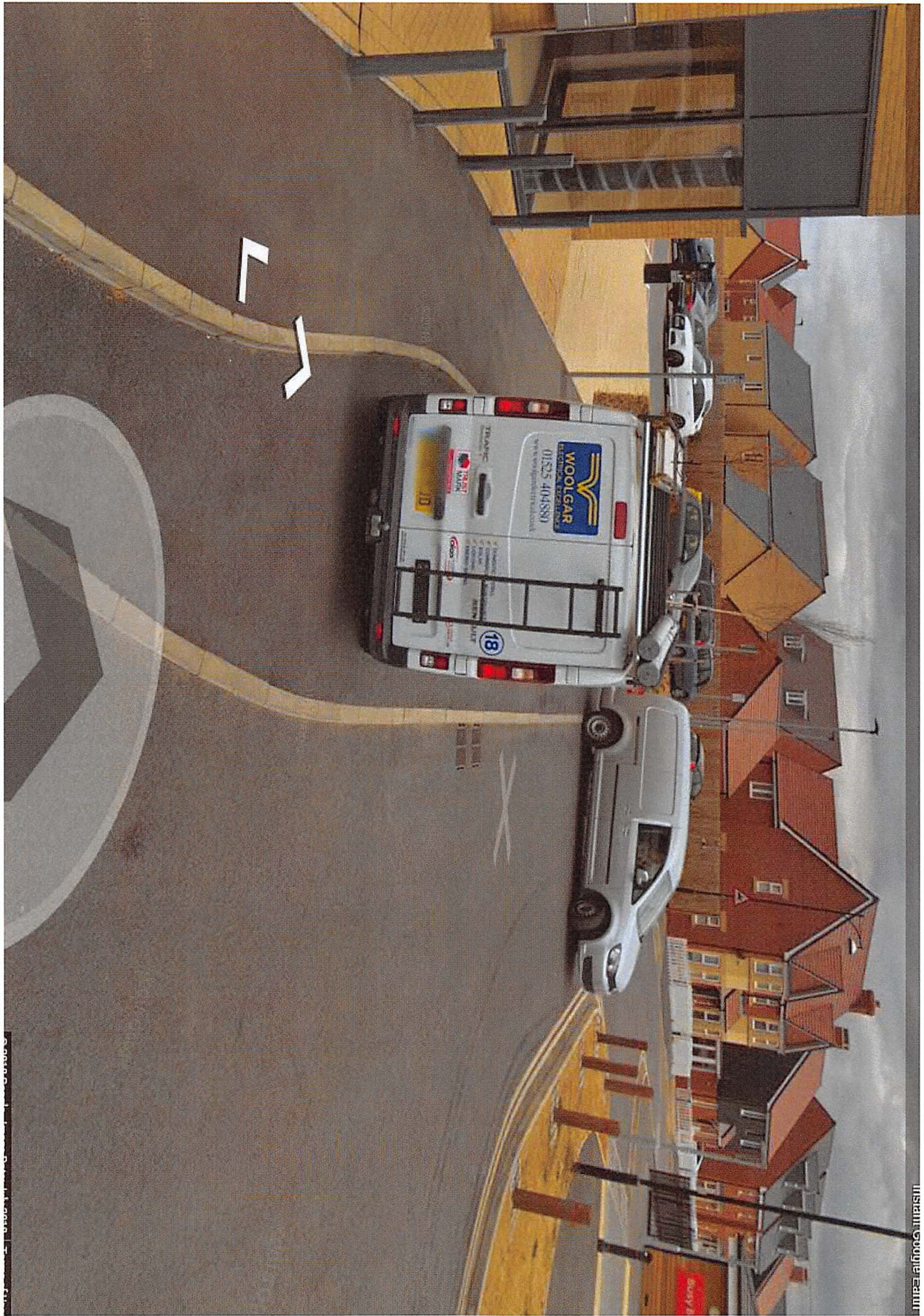
Drawing Issue Status

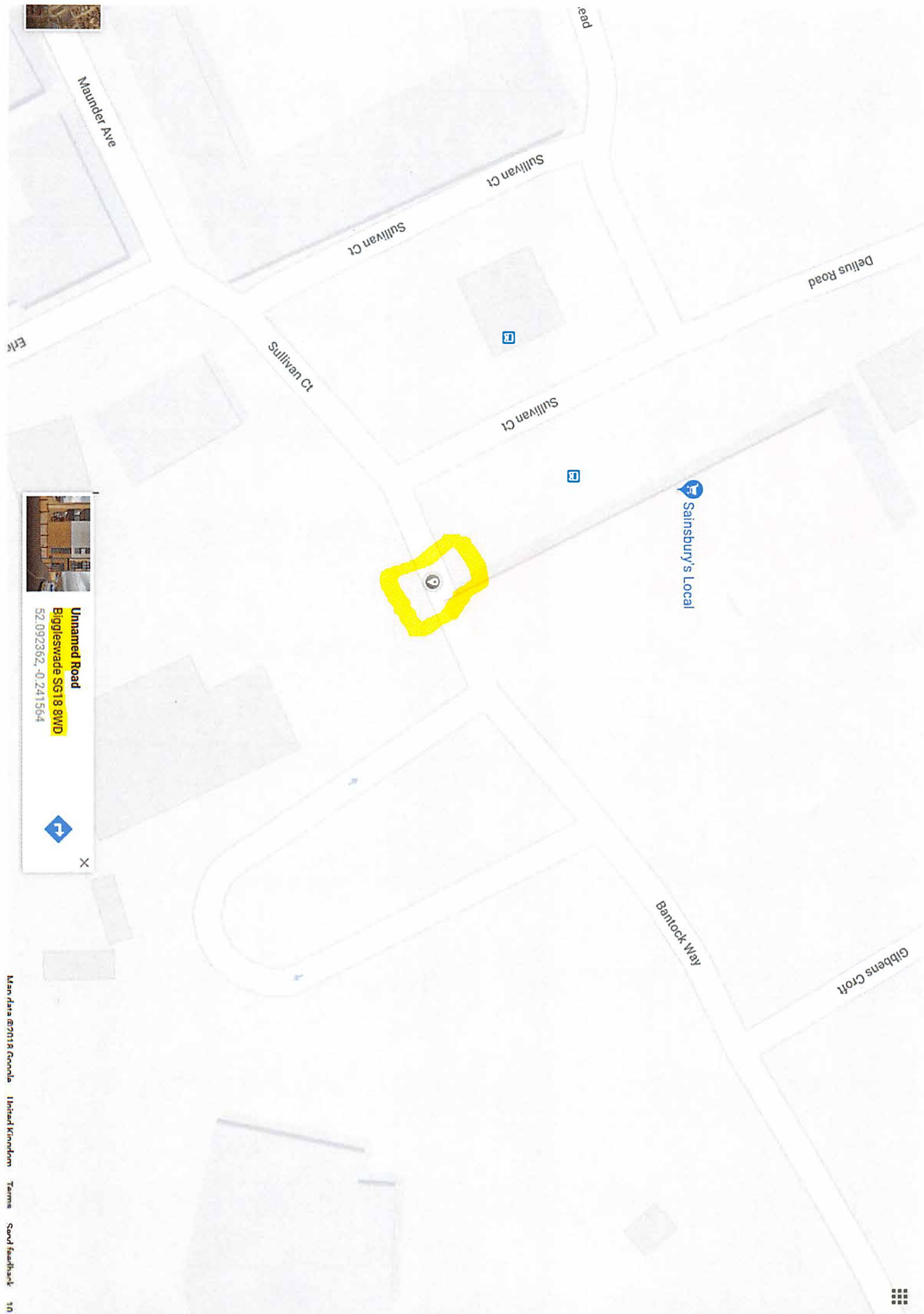
FOR AGREEMENT

**KING'S REACH, BIGGLESWADE
 PHASE 5 INFRASTRUCTURE
 SECTION 38 AGREEMENT
 DRAWING 3 / AGREEMENT 3**

Client			
TAYLOR WIMPEY MARTIN GRANT HOMES			
Date of 1st Issue	Drawn by		
JULY 2017	JW		
All Scales	Checked by		
1:500	PRH		
Drawing Number	Revision		
17156/317			

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 READING
 tel: 0118 990 0761





Mauder Ave

Sullivan Ct

Delius Road

Sullivan Ct

Sullivan Ct

Sainsbury's Local



Bantock Way

Gibbens Croft



Unnamed Road
Biggleswade SG18 8WD
52.092362, -0.241564



X



Dear Councillors

I wonder if you might reconsider the issue of parking for commuters in Biggleswade. I do understand the dilemma faced by the Town Council and the balance between parking needs of residents and encouraging more shoppers to the Town Centre. However, it does seem the measures which have been introduced are causing significant issues for the many local residents who commute from Biggleswade Station but are unable to walk/cycle or use public transport to reach the station.

As you know through our recent meetings, there is a longer term plan to improve parking at the station and public transport provision. I wonder if until that plan is realised, whether the Town Council might consider a temporary relaxation of the parking restrictions. Perhaps the time limit in Rose Lane carpark could be extended for commuters, which would continue to keep the Town Centre car parks clear for shoppers?

I believe you have plans to review the parking changes in January 2019, but would ask you to consider whether this review could be brought forward and the matter considered as soon as possible.

I am happy to discuss this further with members of the Town Council if you wish to.

Kind regards

Alistair Burt MP

Quotation

VAT Reg No: xx
 Telephone xxx
 E Mail xxxx

Biggleswade Town Council
The Old Court House
4 Saffron Road
Biggleswade
Bedfordshire
SG18 8DL

Quotation No. 23010
Quote Expiry Date 01/11/2018
Quotation Date 18/10/2018
Account Ref BIGTOW
Produced By MANAGER
Page 1

Quantity	Product Code	Product Description	Unit Price	Net Price
2.00	RSP3X2.5	RS Plus umbrella frame 3m x 2.5m, complete, 2.2m pole	341.00	682.00
2.00	CANCGNWH008	Canopy coated polyester green & white stripe 3.0m x 2.5m	350.71	701.42
2.00	PFS3LEG	Portable folding stand 3 leg with adjustable foot	105.71	211.42
4.00	ACSP005	Block weight 15Kg	49.50	198.00
2.00	SSCPP3X2	Side sheet coated polyester plain 3m x 2m	148.50	297.00
4.00	SSCPW2.5X2	Side sheet coated polyester window 2.5m x 2m	140.80	563.20
8.00	ACS001	Canopy support inner tube ONLY	9.90	79.20
8.00	ACS002	Canopy support clamp 2.2m outer tube ONLY	12.10	96.80
8.00	ACSG008	Clamp 16mm	2.75	22.00
8.00	ACGSH	Sheet hook	6.05	48.40
8.00	ACSP006	Flat weight 15Kg & Clamp set	58.52	468.16
2.00	ACSG005A	3m Tension bar outer tube	15.61	31.22
2.00	ACSG005B	3m Tension bar inner tube	9.90	19.80
2.00	ACSG009	Clamp 20mm	2.75	5.50
2.00	ACSG010	Clamp 25mm	27.50	55.00

DEPOSIT PAID 0.00
BALANCE 4,294.93

Total Net Amount £ 3,479.12
Carriage £ 100.00
Total VAT Amount £ 715.81
Order Total £ 4,294.93

OUTCOME OF CBC DETERMINED PLANNING

ADDRESS	APPLICATION NO.	COMMITTEE DATE	BTC DECISION	DESCRIPTION	CBC OUTCOME/ DATE	"CALLED IN"
Baden Powell Way, Land to the East of	18/02458/OUT	14/08/2018	Objection - possibility of flooding, tower block of 7 storeys too high for area. Inadequate infrastructure improvements and parking not in the right place. Also, development and parking too close to electric pylons.	Hybrid application seeking: Full planning permission for 240 dwellings (Use Class C3), up to 300sqm of community building (Use Classes A1, A2, A3, B1 and D1), associated access and hard and soft infrastructure including site access, internal roads, car parking, footpaths, cycleways, drainage and utilities; and Outline planning permission with all matters reserved for subsequent approval for up to 1,260 dwellings (Use Class C3), up to 2ha of commercial development (Use Classes A1, A2, A3, A4, A5, B1 a, b, c, B2 ,B8), up to 2.5ha of primary school development (Use Class D1) and up to 4ha of other leisure and community development (Use Classes D1 and D2), up to 60ha of open space including play space, allotments and a country park, infrastructure including site access, internal roads, car parking, footpaths, cycleways, drainage and utilities and the demolition of existing buildings at the site. This hybrid planning application is for EIA development as defined by the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 and is supported by an Environmental Statement.	Awaiting Decision	
The Baulk, 48	18/03313/FULL	25/09/2018	No Objection	Replacement of existing outbuilding with new annex.	Awaiting Decision	
Bonds Lane & Foundry Lane, Land at	18/02353/FULL	10/07/2018	Objection - BTC would like to see the derelict site developed, however proposal does not take account of parking issues ie Biggleswade does not have adequate parking to accommodate any further similar developments. There are factual errors in the application; Rose Lane car park will not be unrestricted and no parking available in public car parks for residents of this development. No sufficient public transport, the development is too dense and design not in keeping. Also serious concerns over access and egress, in particular for emergency services. Development is Key 4 in Biggleswade Town Centre Strategy and Master Plan.	Demolition of existing vacant and derelict buildings and erection of 50 residential apartments with associated vehicular access, car and cycle parking,	Awaiting Decision	

CBC Update
 as at 17/10/2018

ADDRESS	APPLICATION NO.	COMMITTEE DATE	BTC DECISION	DESCRIPTION	CBC OUTCOME/ DATE	"CALLED IN"
Courtlands Drive, 17	18/01085/FULL	24/04/2018	No Objection	Single Storey Front Extension.	Awaiting Decision	
Finzi Grove, 1	18/03037/FULL	28/08/2018	No Objection	Single storey rear extension.	Granted 09/10/2018	
High Street, 59	18/01445/ADV	26/06/2018	No Objection	Advertisement: Projecting sign above café door.	Awaiting Decision	
High Street, 64	18/01954/FULL	12/06/2018	Objection - change of use of A2 offices will increase pressure on parking and that this should be considered in the context of the proposed Traffic Management scheme for Back Street.	Remove the flat roof of the existing garage block and install a mansard type roof to accommodate a professional services office (A2) at first floor level. Amend the vehicular access point for the garage and install a new personnel door and staircase to the new first floor.	Granted 09/07/2018	
Hitchin Street, 16-18	18/00408/FULL	13/03/2018	No Objection	Change of use from A1 (retail) to A3 (Café/Restaurant) with small soft play area.	Withdrawn 03/10/2018	
Holme Court Avenue, 9	18/02809/FULL	14/08/2018	No Objection	Single storey rear extension and alterations.	Granted 25/09/2018	
Langford Road, Land West of Langford Road, Holmemills	18/00791/FULL	13/03/2018	No Objection	Erection of new 4 bed dwelling.	Consultation Period	
Land adjacent to A1 Retail Park London Road, Biggleswade	18/02302/FULL	10/07/2018	No Objection	Erection of three retail units (Class A1), alterations to access and servicing arrangements, provision of car parking, landscaping works and all other associated physical works.	Awaiting Decision	
London Road, 106	18/02908/FULL	28/08/2018	No Objection	Demolition of existing garage and construction of 2-bedroom bungalow with associated parking and bin storage.	Awaiting Decision	
Mountbatten Drive, 35	18/03182/FULL	25/09/2018	No Objection	To replace roof of existing conservatory and erect a roof canopy to the rear of the property.	Granted 05/10/2018	
Pegasus Drive, Stratton Business Park, Biggleswade	18/02305/VOC	10/07/2018	No Objection	Variation of Condition 22 of planning permission CV/17/02166/OUT. Erection of up to 52,000 sqm of B2 and or B8 floor space with ancillary offices, together with associated car parking and landscaping.	Awaiting Decision	
Sandy View, 1	18/03284/FULL	25/09/2018	No Objection	Single storey front and rear extension with first floor side/front extension	Consultation Period	
Sandy View, 2	18/02682/FULL	24/07/2018	No Objection	Proposed garage conversion and rear extension.	Granted 25/09/2018	
Spring Close, 7	18/02803/FULL	11/09/2018	No Objection	Single story side extension and garage conversion	Granted 10/10/2018	
Stratton Way, 84	18/02135/FULL	26/06/2018	No Objection	Construction of a two storey, semi-detached 3-bedroom house	Awaiting Decision	

CBC Update
as at 17/10/2018

Biggleswade Agent quarterly report July to September 2018

Client information – 47 clients visited, 22 of them being new clients. 47 Clients given one off information (this includes groups visited). 153 client issues resolved, 68 email or phone calls made in relation to clients. 1 group visited. 12 referrals to professional agencies, 10 referrals to Good Neighbours and 5 referrals to community organisations with many more of these suggested to clients.

Attendance Allowance – 2 applications, waiting for decision.

Older people's Team - 1 referral, a client struggling due to illness.

Blue Disabled Parking Badge – 1 application. Also a client informed me that she had been awarded her blue badge after I had helped with an appeal.

Occupational Therapist – 8 referrals made for rails, perching stool, ramps and repair of steps. Also a referral that would need a disabled facilities grant for the bathroom.

Housing Benefit – 1 application submitted.

Personal independence Payment – 1 Application

Employment and Support Allowance – 2 x Capacity to work form completed, 3 x mandatory reconsideration appeals sent off. Secured £5500.70p for a gentleman who needed to send off proof of income for 2013-2018 (occupational pension forms) as he was being paid the wrong ESA.

Job Seekers Allowance – 1 x application.

Housing Issues x 2 – 1 x Housing Register application, 1 x dispute.

Bobby Van – 1 x referral

Other – Medical housing registration form and sourcing supporting documentation as proof. 2 x sourcing traders (from CBC trading standards list). Helping find a gardener and cleaner. Filling out forms and helping to organise paperwork for 2 clients. Day Centre referral x 3. Recommending clubs for those who are lonely x 8. Finding out about Living Wills for a client. Sorted out the removal of a gas meter. Registering for Telephone and Mail preference service.

Groups visited and items given away – Visited 1 group, gave out items at the group or to individuals in their homes:- 6 x MIAB, 1 MIA Wallet, cold alarm, purse bell.

Jolly Jaunts – Arranged 2 trips out to local garden centres. Each time the number of client's have increased, with new people coming. Everyone has found it really good to get out to somewhere different and to chat with each other.

Case Studies July to September 2018

A disabled lady contacted me regarding her housing. She heard about me through the Town Council. She has to pay Council Tax on her second bedroom but does not need to use it. She was looking to move to a place where care is provided but has been turned down. I applied on-line to the housing register for her and also filled out an on-line medical form. I have helped her get all the documents required and submitted them to the CBC service desk. I have helped her organise and file her existing paperwork as this was disorganised. This lady was also referred to the Bobby Van, a Message in a Bottle (MIAB) was filled out, a Link-a-ride leaflet was ordered, gave a number for help at home with housework and gave the number for Carers in Bedfordshire for her daughter to look into. Currently I will be helping with forms regarding debt management.

A 60 year old gentleman contacted me after being seen at Citizens Advice. He struggles with correspondence. He needed to produce documents to prove that he was entitled to a benefit. He did not have them at home so I rang the company and asked for them to be sent. I filled out a form for the DWP to prove income and savings and pension. This resulted in the benefit award being confirmed and a previous mistake was rectified with a substantial payment, which was due to the client. I have helped to file his paperwork with the assistance of a Good Neighbour Volunteer. I have contacted the housing association to make sure that he could have his gas meter removed. Subsequently I arranged for the meter to be removed by British Gas. I have recommended a few social groups within the town and met him at one to help him feel at ease and encourage him to go. He has also connected with a group, helping to integrate socially.

A disabled lady was referred by the PSCO. She was struggling with health issues and felt she needed some help at home with housework and gardening. I gave her an agency number to ring. A Message in a Bottle was supplied. I contacted Millbrook to arrange for a replacement piece of equipment to be delivered and one to be collected.

A couple contacted me due to a neighbour dispute. They had heard of me through the Bulletin. They had already tried to resolve the issue with their neighbour in an amicable way but this had been unsuccessful. They had also contacted the officials involved. I emailed the housing association, but they did not feel it was a problem that they could enforce the tenant to take action. I advised to take all the correspondence to Citizens Advice to see if they had any legal recourse. Whilst there, I applied for Attendance Allowance for one of them, sorted out accessing a Day Centre for both of them. I advised about various groups that they could connect within the town (which they have). I researched an area of interest for them and printed off the information for them. I gave two gadget items and two MIAB. I contacted Occupational Therapy for some aids to daily living.

An elderly couple were referred to me by the Town Council. The gentleman had lived and worked in different country, he had to get a pension form to be validated, which I did for him. I also registered them with the Telephone Preference Service, supplied 2 x MIAB, gave them the number for the Good Neighbours, applied for a Disabled Blue badge and supplied a Link-a Ride form.

A 53 year old lady was referred via the Job Centre. She needed help with writing a Mandatory Reconsideration Letter for her ESA to be reinstated. However it turned out that she had already done this and needed to go through the Tribunal Appeal process. I tried to make an appointment for her with Citizens Advice but had to leave the phone number for her to do it herself as the line was busy. Also picked up on assessment that she needed an Occupational Therapist referral as had fallen twice, highlighting that she may need a disabled facilities grant for adjustments to her home. I gave her a MIAB, checked Telephone Preference service and registered her land line and mobile.

A 79 year old lady saw my details in the Villager. She wanted help with understanding an official letter written in a different language. I sourced a person who could translate it. We then dealt with the letter. She also decided to apply for a Disabled Blue Badge. I referred her to the Good Neighbours to help her buy and fit a Carbon Monoxide Alarm and do an Occupational Therapy referral.

An 80 year old gentleman was referred via Carers in Bedfordshire. He was struggling to fill out an Attendance Allowance form for his wife who was in a care home. We filled out the form and I supplied him with a MIAB. He was a very capable man but was finding the stress of the situation too much, so really appreciated my help.

A 31 year old gentleman contacted me via the Job Centre. He had been made redundant and had no income to pay the rent on his house. I helped him apply for Job Seekers Allowance on-line and Housing Benefit/Council Tax support. I told him how to access the food bank. They had not been claiming Child Benefit and had sent off for the forms. I assured him that if he needed further help he could ring me.

A 56 year old lady contacted me via the Bulletin due to not coping well with the stress. She was feeling isolated. I recommended a few social groups/coffee mornings that she could go to. She was interested in volunteering so I gave her information of where to search for organisations that were looking for volunteers. I sent through information to see if there was anything that she or her husband could engage in to help improve their mental health. I advised that they should discuss her husband's mental health needs with his GP as they had not done so. This lady appreciated the time I spent with her, she reported that just listening to her story really helped her feel less isolated.

A lady I had previously done some work with, contacted me to ask for assistance in writing to a pharmacy company regarding compensation which they said she would be entitled to if she could put a lot of the information/evidence that they were requesting in a letter. We gathered as much evidence as possible and put the case in writing. Subsequently the client was awarded compensation. As you can imagine she was really pleased with the result.

A disabled lady contacted me because her Disability Living Allowance needed to be reapplied for through the new system of Personal Independence Payment (PIP). We filled out the form. She has since had an assessment which she found very distressing but has recently been awarded PIP. She has connected with outings out and is thoroughly enjoying the company and different surroundings.

A 72 year old lady contacted me via recommendation from a previous client. She was living abroad and had separated from her husband. She did not know what to do and was very distressed. We discussed a way forward which was to find out as much as she could about her rights so that she could then make an informed decision about what to do. We did a budget to show her exactly what her financial situation was. This actually showed her the reality of her situation. We made an appointment with Citizens Advice. Citizen's advice made an appointment for her to see a solicitor. I helped her register with the Inland Revenue to sort out her tax code and reference number, also I contacted the pension department to update her address details and marital status. This client was so anxious she could not think straight, she really appreciated the time I took with her to help her explore her options.

A lady contacted me via a recommendation from a neighbour. She was struggling because her husband was very ill in hospital. We discussed benefits and did a benefit check. She already knew what to apply for and was in the process of doing this. She was very distressed as felt that her husband's condition was due to mistakes made in A & E. I suggested the way forward to register an official complaint.



**Central
Bedfordshire**

Mr R McGregor
Clerk to Biggleswade Parish Council
The Old Court House
4 Saffron Road
Biggleswade
Beds SG18 8DL

Your ref:
Our ref: Big FP24 2018
Date: 9 October 2018

Dear

THE HIGHWAYS ACT 1980

**CENTRAL BEDFORDSHIRE COUNCIL (BIGGLESWADE: PART OF FOOTPATH
NO 24) PUBLIC PATH DIVERSION ORDER 2018**

I enclose a copy of the Notice making the above Order, an explanatory statement, together with a copy of the Order. The Notice will appear in the Biggleswade Chronicle on 12 October 2018.

I should be grateful if you would kindly arrange for a copy of the Notices and associated plan to be posted on your Council's notice board and any other suitable place in accordance with paragraph 1 of Schedule 6 to the Highways Act 1980.

Yours sincerely

Sarah Smalley

Technical Officer

Direct telephone 0300 300 6888

Email sarah.smalley@centralbedfordshire.gov.uk

Please reply to:

Central Bedfordshire Council, Highways,
Priory House, Monks Walk,
Chicksands, Shefford Beds SG17 5QT

Central Bedfordshire Council

Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ

Telephone 0300 300 8305

Email customer.services@centralbedfordshire.gov.uk
www.centralbedfordshire.gov.uk

Central Bedfordshire Council
Notice of Making of Public Path Order
Highways Act 1980

CENTRAL BEDFORDSHIRE COUNCIL (BIGGLESWADE: PART OF FOOTPATH NO 24) PUBLIC
PATH DIVERSION ORDER 2018

The above Order made on 5 October 2018 under Section 119 of the Highways Act 1980 will divert Footpath No 24, Biggleswade as shown on the Order map.

The length of Footpath No 24, Biggleswade to be stopped up extends from its junction with another part of Footpath No. 24, Biggleswade at Ordnance Survey Grid Reference (OS GR) TL 2014 4431 (Order map – point A) in an east south easterly direction for approximately 112 metres to its junction with Chambers Way at OS GR TL 2025 4428 (Order map – point B).

The length of Footpath No 24, Biggleswade to be created extends from its junction with another part of Footpath No. 24, Biggleswade at Ordnance Survey Grid Reference (OS GR) TL 2014 4431 (Order map – point A) in a generally south easterly direction for approximately 100 metres to its junction with Chambers Way at OS GR TL 2023 4426 (Order map – point C).

The new route of the footpath has a width of 3.0 metres between OS GR TL 2014 4431 (Order map – point A) and OS GR TL 2023 4426 (Order map – point C) with a pinch-point 2 metres wide between trees at OS GR TL 5021 4428

A copy of the Order and the Order map have been placed and may be seen free of charge at the offices of Central Bedfordshire Council Highways, Priory House, Monks Walk, Chicksands, Shefford between 9.00am and 5.00pm on Mondays to Thursdays and between 9.00am to 4.00pm on Fridays. Copies of the Order and map may be bought there at a charge of £4.00. An explanatory statement can be obtained by phoning 0300 300 6888. Further details can also be found on the Council's website at:
<http://www.centralbedfordshire.gov.uk/leisure/countryside/definitive-map/made.aspx>

Any representations about or objections to the Order may be sent in writing to the Senior LSG Officer, Central Bedfordshire Council Highways, Priory House, Monks Walk, Chicksands, Shefford, SG17 5QT not later than 9 November 2018. Please state the grounds on which they are made. Representations and objections must include either a postal or e-mail address. Any representations or objections made will be in the public domain and will be available for viewing/copying by members of the public.

If no such representations or objections are duly made, or if any so made are withdrawn the Central Bedfordshire Council may confirm the Order as an unopposed Order. If the Order is sent to the Secretary of State for the Environment, Food and Rural Affairs for confirmation any representations and objections which have not been withdrawn will be sent with the Order and will be made publicly available by either the Council or the Planning Inspectorate.

Dated 12 October 2018
Priory House, Monks Walk
Chicksands, Shefford
Beds SG17 5QT

PAUL MASON
Assistant Director, Highways
paul.mason@centralbedfordshire.gov.uk

PUBLIC PATH DIVERSION ORDER
HIGHWAYS ACT 1980
CENTRAL BEDFORDSHIRE COUNCIL

CENTRAL BEDFORDSHIRE COUNCIL (BIGGLESWADE: PART OF FOOTPATH NO 24) PUBLIC PATH DIVERSION ORDER 2018

This Order is made by Central Bedfordshire Council ("the authority") under Section 119 of the Highways Act 1980 ("the 1980 Act") because it appears to the authority that in the interests of the owner of the land crossed by the footpath described in paragraph 1 of this Order it is expedient that the line of the footpath should be diverted.

Biggleswade Town Council has been consulted as required by Section 120(2) of the 1980 Act.

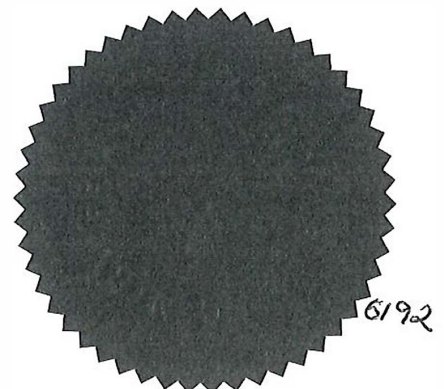
BY THIS ORDER

1. The public right of way over the land situated in the parish of Biggleswade and shown by a bold line between points A-B on the map contained in this Order and described in Part 1 of the Schedule to this Order shall be stopped up as provided below
2. There shall be created to the reasonable satisfaction of Central Bedfordshire Council an alternative highway over the land situated in the parish of Biggleswade a public footpath described in Part 2 of the Schedule and shown by a bold broken line between points A-C on the map contained in this Order
4. The diversion of the footpath shall have effect on the date on which Central Bedfordshire Council will certify that the terms of Article 2 have been complied with.

In witness whereof
THE COMMON SEAL OF
CENTRAL BEDFORDSHIRE COUNCIL
was hereunto affixed this
5th day of October 2018
in the presence of:

Signed
Authorised Signatory

RG McAdan
Solicitor



SCHEDULE

PART 1

Description of Site of Existing

The length of Footpath No 24, Biggleswade to be stopped up extends from its junction with another part of Footpath No. 24, Biggleswade at Ordnance Survey Grid Reference (OS GR) TL 2014 4431 (Order map – point A) in an east south easterly direction for approximately 112 metres to its junction with Chambers Way at OS GR TL 2025 4428 (Order map – point B).

SCHEDULE

PART 2

Description of Site of New

The length of Footpath No 24, Biggleswade to be created extends from its junction with another part of Footpath No. 24, Biggleswade at Ordnance Survey Grid Reference (OS GR) TL 2014 4431 (Order map – point A) in a generally south easterly direction for approximately 100 metres to its junction with Chambers Way at OS GR TL 2023 4426 (Order map – point C).

The new route of the footpath has a width of 3.0 metres between OS GR TL 2014 4431 (Order map – point A) and OS GR TL 2023 4426 (Order map – point C) with a pinch-point 2 metres wide between trees at OS GR TL 5021 4428.

520100

520200

Proposed Diversion of part of Biggleswade Public Footpath No 24

FP24 to be stopped-up

A - B 

FP24 new route

A - C 

Unaffected Public Footpath



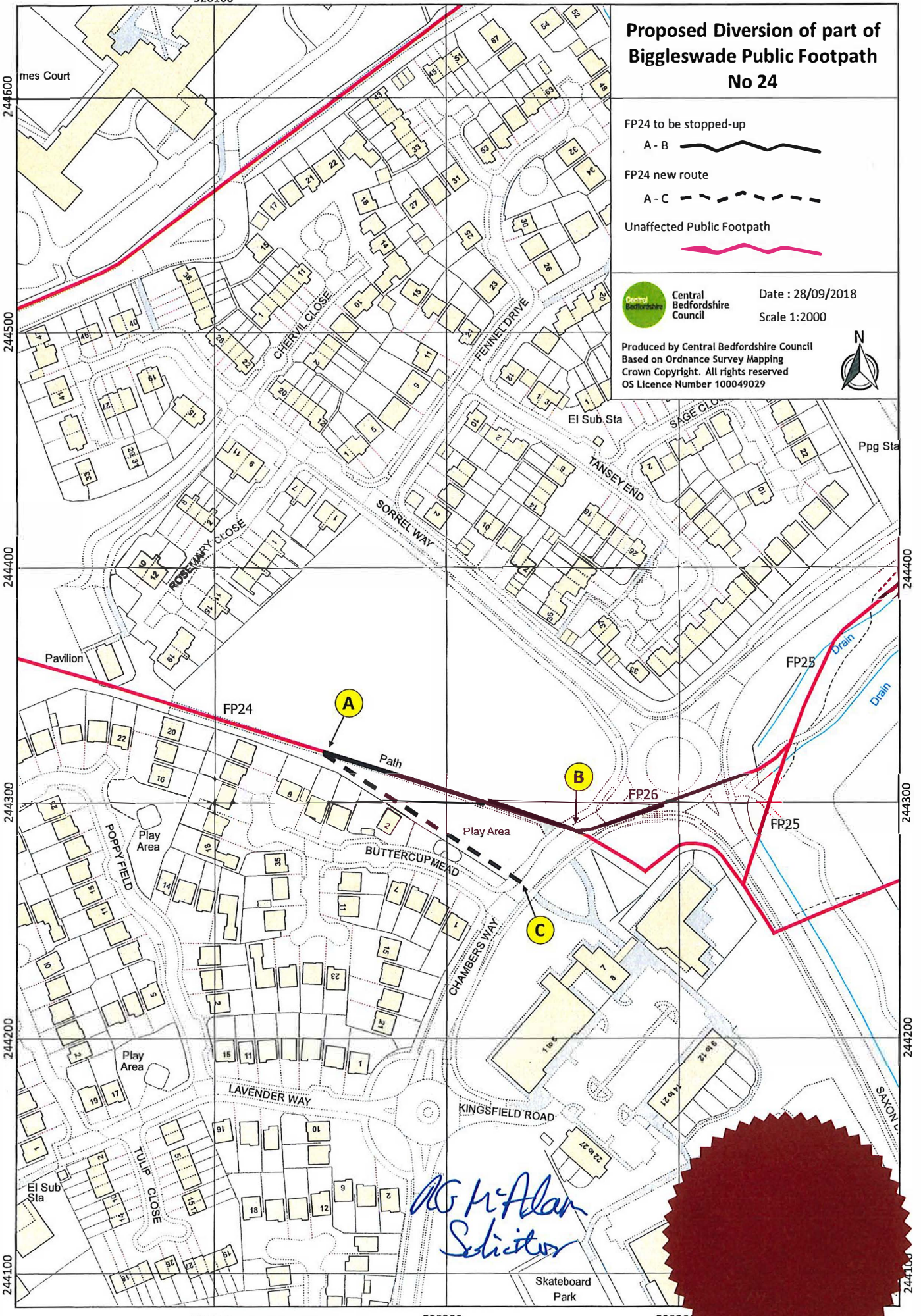


Central Bedfordshire Council

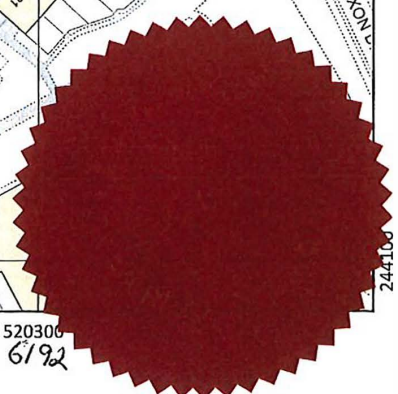
Date : 28/09/2018

Scale 1:2000

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*AG McAlan
Solicitor*



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Central Bedfordshire Council
Notice of Making of Public Path Order
Highways Act 1980

CENTRAL BEDFORDSHIRE COUNCIL (BIGGLESWADE: PART OF FOOTPATH NO 24) PUBLIC
PATH DIVERSION ORDER 2018

The above Order made on 5 October 2018 under Section 119 of the Highways Act 1980 will divert
Footpath No 24, Biggleswade as shown on the Order map.

The length of Footpath No 24, Biggleswade to be stopped up extends from its junction with another
part of Footpath No. 24, Biggleswade at Ordnance Survey Grid Reference (OS GR) TL 2014 4431
(Order map – point A) in an east south easterly direction for approximately 112 metres to its
junction with Chambers Way at OS GR TL 2025 4428 (Order map – point B).

The length of Footpath No 24, Biggleswade to be created extends from its junction with another
part of Footpath No. 24, Biggleswade at Ordnance Survey Grid Reference (OS GR) TL 2014 4431
(Order map – point A) in a generally south easterly direction for approximately 100 metres to its
junction with Chambers Way at OS GR TL 2023 4426 (Order map – point C).

The new route of the footpath has a width of 3.0 metres between OS GR TL 2014 4431 (Order
map – point A) and OS GR TL 2023 4426 (Order map – point C) with a pinch-point 2 metres wide
between trees at OS GR TL 5021 4428

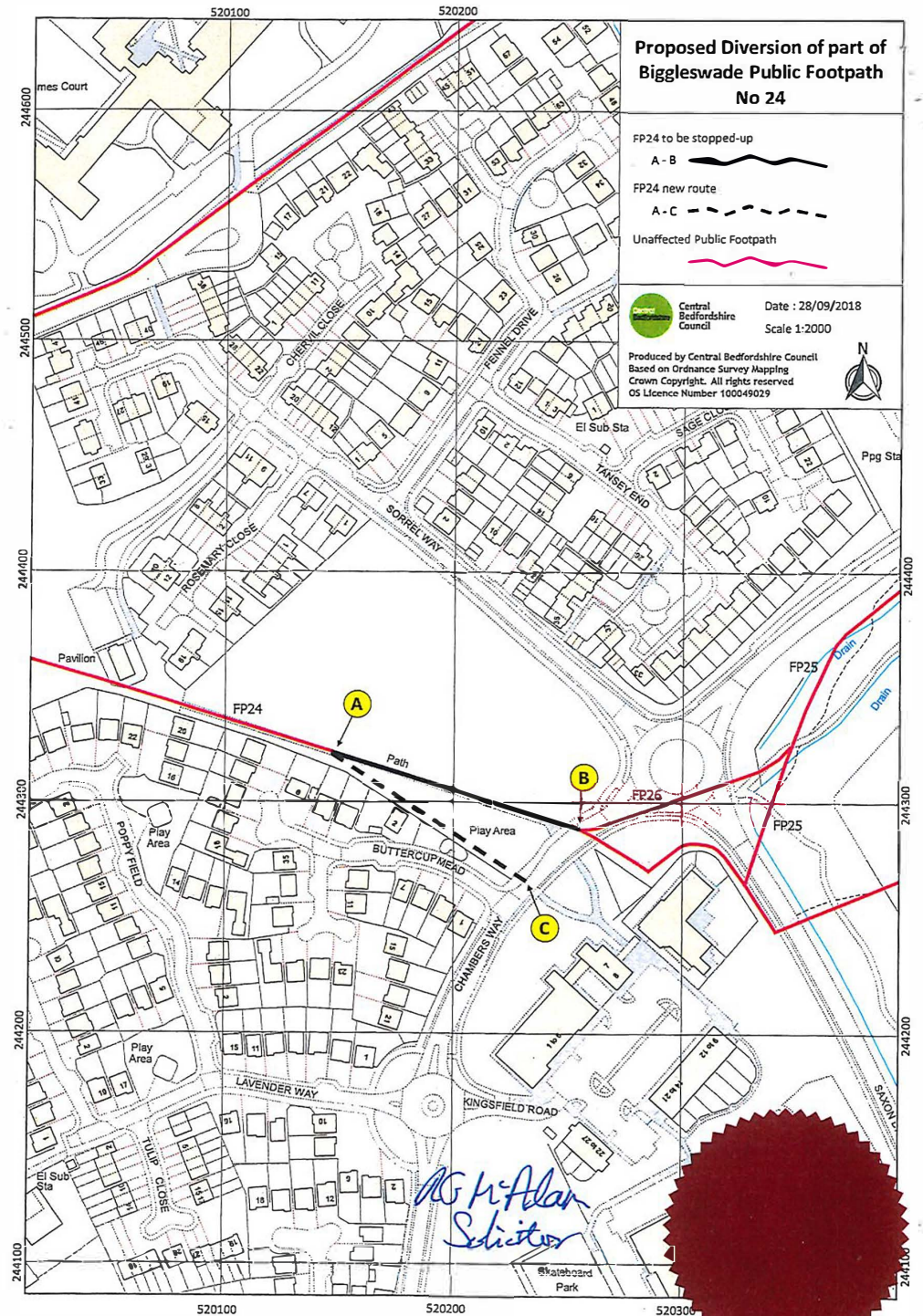
A copy of the Order and the Order map have been placed and may be seen free of charge at the
offices of Central Bedfordshire Council Highways, Priory House, Monks Walk, Chicksands,
Shefford between 9.00am and 5.00pm on Mondays to Thursdays and between 9.00am to 4.00pm
on Fridays. Copies of the Order and map may be bought there at a charge of £4.00. An
explanatory statement can be obtained by phoning 0300 300 6888. Further details can also be
found on the Council's website at:
<http://www.centralbedfordshire.gov.uk/leisure/countryside/definitive-map/made.aspx>

Any representations about or objections to the Order may be sent in writing to the Senior LSG
Officer, Central Bedfordshire Council Highways, Priory House, Monks Walk, Chicksands, Shefford,
SG17 5QT not later than 9 November 2018. Please state the grounds on which they are made.
Representations and objections must include either a postal or e-mail address. Any
representations or objections made will be in the public domain and will be available for
viewing/copying by members of the public.

If no such representations or objections are duly made, or if any so made are withdrawn the
Central Bedfordshire Council may confirm the Order as an unopposed Order. If the Order is sent
to the Secretary of State for the Environment, Food and Rural Affairs for confirmation any
representations and objections which have not been withdrawn will be sent with the Order and will
be made publicly available by either the Council or the Planning Inspectorate.

Dated 12 October 2018
Priory House, Monks Walk
Chicksands, Shefford
Beds SG17 5QT

PAUL MASON
Assistant Director, Highways
paul.mason@centralbedfordshire.gov.uk



Rt Hon Nick Hurd MP
Minister of State Policing & Fire Service
Home Office
2 Marsham Street
London
SW1P 4DF

8th October 2018

Dear Mr Hurd

Re: Bedfordshire Police and Biggleswade

I am writing on behalf of Biggleswade Town Council to express our concern at the failure of Government to adequately finance Bedfordshire Police.

The town of Biggleswade, is growing rapidly, approximately 25% growth in the last ten years, the town hardly ever sees a Police Officer or Police Support Officer and crime appears to be on the increase. Biggleswade has to share 1 Police Sargent, 1 Constable and 3 PCSOs with some 20 other towns and villages in East Bedfordshire. These officers are regularly seconded to Luton and Bedford leaving the Biggleswade area with no police cover.

We have recently seen a spate of vehicle thefts, interference and also several muggings as well as a general rising crime rate.

We are conscious that we are on the main North/South rail route on the Kings Cross line and sit next to the A1. My Council is concerned that we will become a classic town for the crossing of "County Lines" bringing drugs, knife crime and other crime to the area.

Biggleswade desperately needs more Police support, we are aware that Bedfordshire Police have not got the resources as they have responsibility for the town of Luton, which takes up approximately 40% of Police resources in Bedfordshire. Luton is already subject to the county lines problems, together with this Bedfordshire Police are having to deal with counter-terrorism, at a major airport and all the other issues surrounding a major conurbation.

We believe it is widely acknowledged that the Police Funding Formula fails Bedfordshire, Bedfordshire is treated as a rural community, the funding formula takes no account that Bedfordshire Police has the major towns of Luton and Bedford to police, other towns in the county are growing rapidly to cater for the additional housing needs called upon by Central Government.

The Police Funding Formula fails Bedfordshire totally, to the extent that Bedfordshire is under-funded. We understand that Bedfordshire Police receive in the region of, approximately

£100 million for policing per annum, yet to fund the force fully would require significantly more. We believe that the National Audit Office acknowledge this fact.

You will also be aware that Bedfordshire Police Force has recently applied for emergency funding such is its perilous financial state.

We understand that Bedfordshire Police Force has 1,200 serving Policemen and yet the need is for 1,500 Policemen overall, an additional 300 Policemen together with an additional 80 Detectives.

To fund even that basic Police Force, which would enable all areas of the county to be fully policed, including Biggleswade and the surrounding areas would, we understand, require an additional financial input by the Government of £12 million.

Bedfordshire has already achieved £34.7 million of savings from 2010, Bedfordshire Police has shown its prudence and fiscal management is sound; however, the Government does not appear to recognise this.

In Biggleswade we are in desperate need of more policing, this can be achieved by an increase in funding, funding that the Chief Constable and the Police & Crime Commissioner want, we believe that they have requested this from Government repeatedly and been ignored.

We appreciate that the Treasury are involved in this exercise and, accordingly, we have copied this letter to the Chancellor of the Exchequer, Philip Hammond.

We are also sending copy letters to our MP, Rt Hon Alistair Burt, and Jon Boucher, the Chief Constable of Bedfordshire, and Kathryn Holloway, the Police & Crime Commissioner.

We would be grateful if you could please support Bedfordshire Police.

Yours faithfully

Rob McGregor PSLCC
Town Clerk

Cc: Rt Hon Phillip Hammond MP
Rt Hon Alistair Burt MP
Kathryn Holloway PCC
Jon Boucher Chief Constable

Dear Mr McGregor,

Could you please convey my heartfelt thanks to the members of Biggleswade Town Council for the letter of support in relation to the under-funding of Bedfordshire Police that they sent to Policing Minister, Nick Hurd, following representation at my third Parish (and Town) Councils' Conference by Cllr. Duncan Strachan? Too many councils complain of a lack of visible policing without either making an effort to understand the entirely genuine constraints on the Force which limit available - and affordable - resources and do not lend their weight to the argument with Central Government in this respect.

I look forward to meeting with members and holding surgeries with residents, as diarised, very shortly.

All best regards
Kathryn Holloway

Regards
Kathryn Holloway
Police and Crime Commissioner for Bedfordshire

Biggleswade – August - September 2018 - Crime Stats

Aug

29-Aug

Interference with a motor vehicle

Darwin Drive

Gilbert Avenue

Sec 4a POA Causing intentional harassment, alarm or distress

Church Street

Theft from a motor vehicle

Buttercup Mead

Theft from shops and stalls

Hitchin Street

30-Aug

Assault occasioning actual bodily harm (ABH)

Station Road

Attempted - Theft from shops and stalls

Bonds Lane

Interference with a motor vehicle

Kennett Drive

Theft from a motor vehicle

Bonds Lane

Sorrell Way

31-Aug

Burglary - Business And Community

Pegasus Drive, Stratton Business Park

Engage in controlling/coercive behaviour in an intimate relationship.

(blank)

Other criminal damage to a vehicle (Under £5,000)

Dunton Lane

Sec 4 POA Fear or provocation of violence

Market Square

Sep

01-Sep

Assault occasioning actual bodily harm (ABH)

Hunt Road

Other criminal damage to a dwelling (Under £5,000)

Wensum Grove

Theft from shops and stalls

Potton Road

02-Sep

Interference with a motor vehicle

Mead End

Other criminal damage to a vehicle (Under £5,000)

Oak Crescent

Sending letters etc with intent to cause distress or anxiety

(blank)

Theft from a motor vehicle

Barnett Close
Oak Crescent

Theft from shops and stalls

Bonds Lane
Sullivan Court

Theft if not classified elsewhere

Shortmead Street

Theft or Unauthorised Taking of a Pedal Cycle

Station Road

03-Sep

Burglary - Residential - Dwelling

Lindsell Crescent

04-Sep

Other criminal damage to a dwelling (Under £5,000)

Vickers Close

05-Sep

Having possession of a controlled drug - Class B - Cannabis

Potton Road

Sending letters etc with intent to cause distress or anxiety

(blank)

Theft from shops and stalls

Bells Brook

Theft from the person of another

Furzenhall Road

06-Sep

Theft from shops and stalls

Hitchin Street

Theft from the person of another

Chapel Fields

07-Sep

Theft if not classified elsewhere

Stratton Way

08-Sep

Attempted - Robbery (Personal) (Indictable)

Station Road

Sec 4a POA Causing intentional harassment, alarm or distress

London Road

09-Sep

Other criminal damage to a vehicle (Under £5,000)

London Road

Robbery (Personal) (Indictable)

Dells Lane

Sec 4 POA Fear or provocation of violence

London Road

Sexual

(blank)

Theft from a motor vehicle

Milestones

Theft from shops and stalls

London Road

Theft if not classified elsewhere

Walker Mead

10-Sep

Assault without Injury - Common assault and battery

Market Square

Burglary - Business And Community

Cow Close

London Road

Theft from shops and stalls

Montgomery Way

11-Sep

Harassment - without violence (course of conduct)

Laburnham Road

Theft from automatic machine or meter

35 High Street

Theft if not classified elsewhere

Potton Road

Theft or Unauthorised Taking of a Pedal Cycle

Sanger Avenue

12-Sep

Burglary - Business And Community

Kayser Court

Other criminal damage to a building other than a dwelling (Under £5,000)

Market Square

Sec 4a POA Causing intentional harassment, alarm or distress

Reynolds Close

Sexual

(blank)

Theft or Unauthorised Taking of a Pedal Cycle

Bells Brook

13-Sep

Theft from shops and stalls

Bonds Lane

Market Square

Theft if not classified elsewhere

Pegasus Drive, Stratton Business Park

Theft or Unauthorised Taking of a Pedal Cycle

Holme Crescent

14-Sep

Assault without Injury - Common assault and battery

Mersey Road

Theft from shops and stalls

Bonds Lane

15-Sep

Assault without Injury - Common assault and battery

Hitchin Street

The Rowlands

Attempted - Theft from shops and stalls

Church Street

Theft from shops and stalls

London Road

16-Sep

Assault without Injury - Common assault and battery

London Road

Burglary - Residential - Dwelling

Shortmead Street

Harassment - which amounts to stalking

The Rowlands

Other criminal damage to a vehicle (Under £5,000)

The Rowlands

Other criminal damage, other (Under £5,000)

Holme Court Avenue

Sending letters etc with intent to cause distress or anxiety

(blank)

17-Sep

Theft from shops and stalls

London Road

Market Square

18-Sep

Burglary - Business And Community

Potton Road

Theft from shops and stalls

London Road

Theft of a motor vehicle

Old Warden Park

Windermere Drive

19-Sep

Assault without Injury - Common assault and battery

Eagle Farm Road

Stratton Way

Burglary - Residential - Dwelling

Urban Way

Harassment - without violence (course of conduct)

Tulip Close

Sec 5 POA Harassment, alarm or distress

Stratton Way

Sexual

(blank)

Theft from shops and stalls

Bonds Lane

Montgomery Way

20-Sep

Assault without Injury - Common assault and battery

Drove Road

High Street

Potton Road

Attempted - Theft from shops and stalls

Church Street

Burglary - Business And Community

Trading Estate, London Road

Sending letters etc with intent to cause distress or anxiety

(blank)

Sexual

(blank)

Theft from shops and stalls

Kingsfield Road

London Road

Theft if not classified elsewhere

Chestnut Avenue

21-Sep

Attempted - Theft from shops and stalls

Bells Brook

Harassment - without violence (course of conduct)

Dodimead Way

Having an article with a blade or point in a public place

Bells Brook

Holme Crescent

Sec 4 POA Fear or provocation of violence

Holme Crescent

Oak Crescent

Theft from shops and stalls

Bells Brook

Hitchin Street

Theft from the person of another

Bonds Lane

Theft if not classified elsewhere

Market Square

22-Sep

Assault Police - Assault occasioning actual bodily harm (ABH) (S.47)

Stratton Way

Assault without Injury - Common assault and battery

The Rowlands

Burglary - Residential - Non-Dwelling

Auckland Road
Drove Road

23-Sep
Assault occasioning actual bodily harm (ABH)
The Rowlands
Assault without Injury - Common assault and battery
Station Road
The Rowlands
Theft from shops and stalls
Bells Brook
London Road

24-Sep
Assault without Injury - Common assault and battery
London Road
Theft if not classified elsewhere
Brunts Lane

25-Sep
Other criminal damage to a vehicle (Under £5,000)
Bells Brook
Theft from shops and stalls
Market Square
Theft if not classified elsewhere
Saxon Drive
Threats to kill
St. Johns Court

26-Sep
Assault without Injury - Common assault and battery
Eagle Farm Road
Burglary - Business And Community
Fairfield Road
Having possession of a controlled drug - Class A - Heroin
Shortmead Street
Other criminal damage to a building other than a dwelling (Under £5,000)
High Street
Other criminal damage to a dwelling (Under £5,000)
Eagle Farm Road
Sec 5 POA Harassment, alarm or distress
Brigham Gardens
Theft from shops and stalls
Market Square

27-Sep
Burglary - Residential - Non-Dwelling
Barn Field Close

28-Sep
Burglary - Residential - Non-Dwelling
Drove Road

Other criminal damage to a vehicle (Under £5,000)

Stratton Way

Theft from a motor vehicle

Kayser Court

Magnolia Place

29-Sep

Burglary - Residential - Non-Dwelling

The Baulk

Harassment - Putting people in fear of violence

Bells Brook

Interference with a motor vehicle

Walker Mead

Making off without payment

Bells Brook

Other criminal damage, other (£5,000 and over)

Rosemary Close

Sec 4a POA Causing intentional harassment, alarm or distress

Rose Lane

Theft from a motor vehicle

Avocet Close

Theft if not classified elsewhere

London Road

30-Sep

Arson endangering life (Indictable)

Winston Crescent

Assault occasioning actual bodily harm (ABH)

Orchard Close

Harassment - Putting people in fear of violence

Rosemary Close

Other criminal damage to a vehicle (£5,000 and over)

Kingsfield Road

Other criminal damage, other (Under £5,000)

Brunel Drive

Offence	Number	% of Total	Cum %
Theft from shops and stalls	28	18.06%	18.06%
Assault without Injury - Common assault and battery	15	9.68%	27.74%
Theft if not classified elsewhere	11	7.10%	34.84%
Theft from a motor vehicle	11	7.10%	41.94%
Burglary - Business And Community	7	4.52%	46.45%
Other criminal damage to a vehicle (Under £5,000)	6	3.87%	50.32%
Sexual	5	3.23%	53.55%
Burglary - Residential - Non-Dwelling	5	3.23%	56.77%
Interference with a motor vehicle	5	3.23%	60.00%
Theft or Unauthorised Taking of a Pedal Cycle	4	2.58%	62.58%
Assault occasioning actual bodily harm (ABH)	4	2.58%	65.16%
Attempted - Theft from shops and stalls	4	2.58%	67.74%
Sec 4 POA Fear or provocation of violence	4	2.58%	70.32%
Sec 4a POA Causing intentional harassment, alarm or distress	4	2.58%	72.90%
Sending letters etc with intent to cause distress or anxiety	4	2.58%	75.48%
Harassment - without violence (course of conduct)	3	1.94%	77.42%
Theft from the person of another	3	1.94%	79.35%
Burglary - Residential - Dwelling	3	1.94%	81.29%
Other criminal damage to a dwelling (Under £5,000)	3	1.94%	83.23%
Sec 5 POA Harassment, alarm or distress	2	1.29%	84.52%
Theft of a motor vehicle	2	1.29%	85.81%
Having possession of a controlled drug - Class B - Cannabis	2	1.29%	87.10%
Harassment - Putting people in fear of violence	2	1.29%	88.39%
Other criminal damage, other (Under £5,000)	2	1.29%	89.68%
Having an article with a blade or point in a public place	2	1.29%	90.97%
Other criminal damage to a building other than a dwelling (Under £5,000)	2	1.29%	92.26%
Other criminal damage, other (£5,000 and over)	1	0.65%	92.90%
Threats to kill	1	0.65%	93.55%
Robbery (Personal) (Indictable)	1	0.65%	94.19%
Making off without payment	1	0.65%	94.84%
Engage in controlling/coercive behaviour in an intimate relationship.	1	0.65%	95.48%
Arson endangering life (Indictable)	1	0.65%	96.13%
Having possession of a controlled drug - Class A - Heroin	1	0.65%	96.77%
Attempted - Robbery (Personal) (Indictable)	1	0.65%	97.42%
Assault Police - Assault occasioning actual bodily harm (ABH) (S.47)	1	0.65%	98.06%
Other criminal damage to a vehicle (£5,000 and over)	1	0.65%	98.71%
Harassment - which amounts to stalking	1	0.65%	99.35%
Theft from automatic machine or meter	1	0.65%	100.00%
Grand Total	155	100.00%	

LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

The Central Bedfordshire Council (Reorganisation of Community Governance) Order 2018

Made 27 September 2018

Coming into force in accordance with article 1 (2)

Central Bedfordshire Council ("the council"), in accordance with section 82 of the Local Government and Public Involvement in Health Act 2007 ("the 2007 Act"), has undertaken a community governance review and made recommendations dated 27 September 2018:

The council has decided to give effect to those recommendations and, in accordance with section 93 of the 2007 Act, has consulted with the local government electors and other interested persons and has had regard to the need to secure that community governance reflects the identities and interests of the community and is effective and convenient:

The council, in accordance with section 100 of the 2007 Act, has had regard to guidance under that section:

The council makes the following Order in exercise of the powers conferred by sections 86, 98(3) and 240 (10) of the 2007 Act.

Citation and commencement

1.—(1) This Order may be cited as the Central Bedfordshire Council (Reorganisation of Community Governance) Order 2018

(2) Subject to paragraphs (3) and (4) below this Order shall come into force on 1st April 2019.

(3) Articles 5 to 15 shall come into force on the ordinary day of election of councillors in 2019.

(4) For the purposes of:

- (a) this article, and
- (b) Proceedings preliminary or relating to the elections of parish councillors for the parishes affected by changes made by this Order, to be held on the ordinary day of election of councillors in 2019

this Order shall come into force on the day after that on which it is made.

Interpretation

2. In this Order

"district" means the non-metropolitan district known as Central Bedfordshire

"existing" means existing on the date this Order is made

“map” means the map marked “Map referred to in the Central Bedfordshire Council (Reorganisation of Community Governance) Order 2018” and deposited in accordance with section 96(4) of the 2007 Act: and any reference to a numbered sheet is a reference to the sheet of the map which bears that number;

“ordinary day of election of councillors” has the meaning given by section 37 of the Representation of the People Act 1983;

“registration officer” means an officer appointed for the purpose of, and in accordance with, section 8 of the Representation of the People Act 1983.

Effect of Order

3. This Order has effect subject to any agreement under section 99 (agreements about incidental matters) of the Local Government and Public Involvement in Health Act 2007 relevant to any provision of this Order.

Area of the Order

4. —(1) The area affected by this Order is the existing parishes of Ampthill, Arlesey, Biggleswade, Blunham, Caddington, Cranfield, Dunstable, Great Billington, Henlow, Houghton Conquest, Houghton Regis, Kensworth, Marston Moretaine, Maulden, Moggerhanger, Northill, Ridgmont and Sandy.

(2) Unless otherwise stated in this Order, the existing parish areas and electoral arrangements for each of the parishes detailed in paragraph (1) above shall remain unaltered.

Number of parish councillors for the parish of Arlesey

5. The number of councillors to be elected for the parish of Arlesey shall be twelve.

Wards of the parish of Biggleswade and numbers of parish councillors for the parish of Biggleswade

6. —(1) The number of councillors to be elected for the parish of Biggleswade shall be fifteen.

(2) The number of councillors to be elected for Holme ward shall be five; for Ivel ward shall be five and for Stratton ward shall be five.

(3) Each ward shall comprise the area designated on sheet 3 of the map by reference to the name of the ward and demarcated by purple lines

Wards of the parish of Cranfield

7. The existing ward of Cranfield Wharley End shall be abolished.

Number of parish councillors for the parish of Dunstable

8. The number of councillors to be elected for Central ward shall be three; for Icknield ward shall be four; for Manshead ward shall be three; for Northfields ward shall be four and for Watling ward shall be four.

Change of parish name

9. The parish of Great Billington shall be named Billington.

Wards of the parish of Henlow

10. The existing ward of Henlow Camp shall be abolished.

Number of parish councillors for the parish of Kensworth

11. The number of councillors to be elected for the parish of Kensworth shall be eight.

Change of parish name

12. The parish name of Marston Moretaine shall be named Marston Moreteyne.

Number of parish councillors for the parish of Moggerhanger

13. The number of councillors to be elected for the parish of Moggerhanger shall be seven.

Number of parish councillors for the parish of Ridgmont

14. The number of councillors to be elected for the parish of Ridgmont shall be seven.

Alteration of parish areas and the areas of parish wards

15. Each area coloured and designated by a letter on the map and specified in column (1) of the Schedule shall cease to be part of the parish and where applicable parish ward specified in relation to that area in columns (2) and (3) of the Schedule and shall become part of the parish and parish ward specified in relation to that area in columns (4) and (5) of the schedule

Electoral register

16. The registration officer for the district shall make such rearrangement of, or adaption of, the register of local government electors as may be necessary for the purposes of, and in consequence of, this Order

Order date

17. 1st April 2019 is the order date for the purposes of the Local Government (Parishes and Parish Councils) (England) Regulations 2008

THE COMMON SEAL of
CENTRAL BEDFORDSHIRE COUNCIL
Was hereunto affixed in the presence of



Signed
Monitoring Officer

S. RIX



6190

ALTERATION OF AREAS OF PARISHES AND PARISH WARDS

<i>Column (1)</i>	<i>Column (2)</i>	<i>Column (3)</i>	<i>Column (4)</i>	<i>Column (5)</i>
<i>Area</i>	<i>Parish from which omitted</i>	<i>Parish ward from which omitted</i>	<i>Parish to which added</i>	<i>Parish ward to which added</i>
"A" Map Sheet 1	Maulden	Not applicable	Amphill	Not applicable
"B" Map Sheet 2	Houghton Conquest	Not applicable	Amphill	Not applicable
"C" Map Sheet 3	Biggleswade	Stratton	Biggleswade	Holme
"D" Map Sheet 4	Moggerhanger	Not applicable	Blunham	Not applicable
"E" Map Sheet 5	Caddington	Not applicable	Dunstable	Manshead
"F" Map Sheet 6	Dunstable	Northfields	Houghton Regis	Houghton Hall
"G" Map Sheet 7	Sandy	Beeston	Moggerhanger	Not applicable
"G" Map Sheet 7	Northill	Not applicable	Moggerhanger	Not applicable

EXPLANATORY NOTE

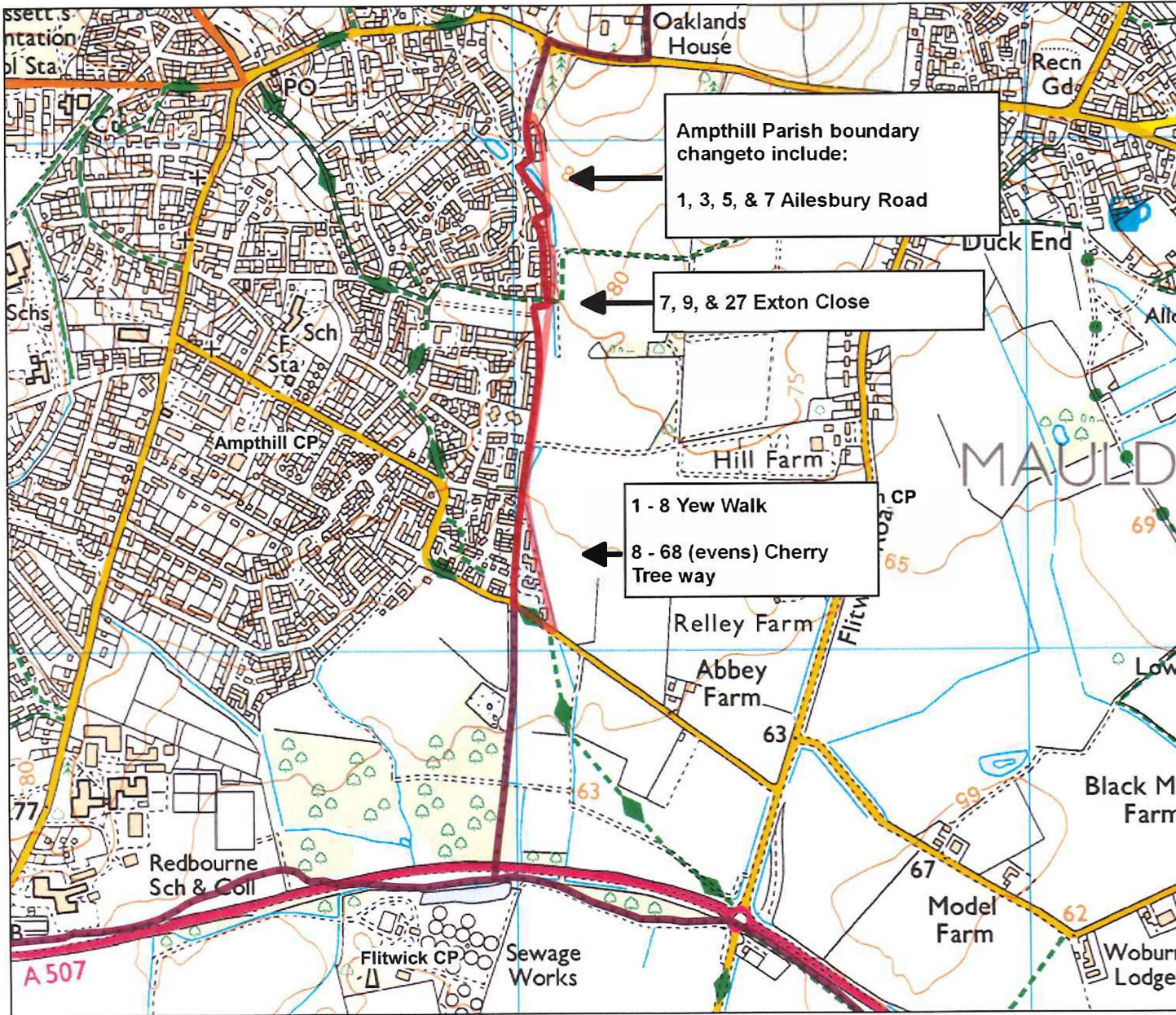
(This is not part of the Order)

This Order gives effect to recommendations made by Central Bedfordshire Council for changes to community governance arrangements within its area.

This order provides for changes to warding arrangements in the parishes of Cranfield and Henlow. It also provides for changes to the number of councillors to be elected in the parishes of Arlesey, Dunstable, Kensworth, Moggerhanger and Ridgmont.



Article 16 obliges the Electoral Registration Officer to make any necessary amendments to the electoral register to reflect the new electoral arrangements.

The map defined in article 2 shows the changes to the parish area as set out in the Schedule, together with the revised wards of the parishes of Biggleswade, Dunstable, Houghton Regis and Sandy.



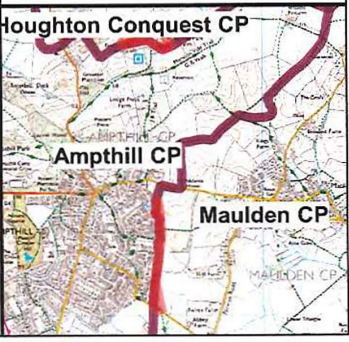

Central Bedfordshire Council

Map referred to in the
 Central Bedfordshire Council
 (Reorganisation of Community
 Governance) Order 2018 – Sheet 1




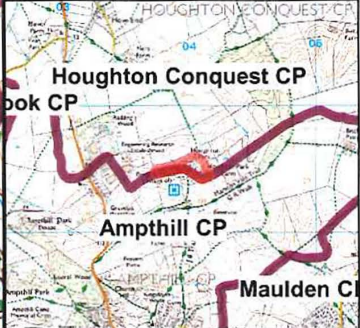
Legend
 Proposal(s)
 Area Affected
 Parishes
 Existing Parish Boundaries

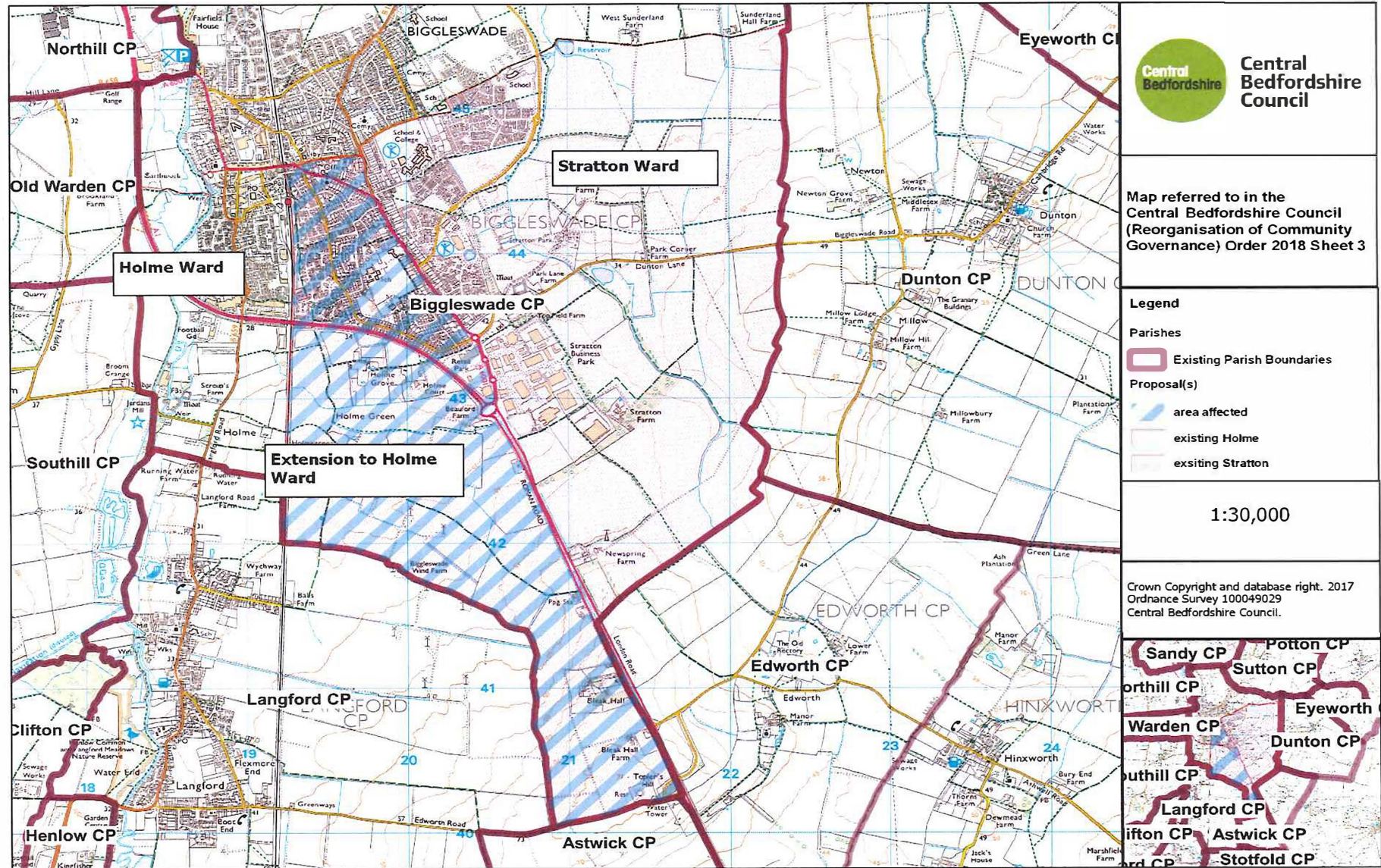
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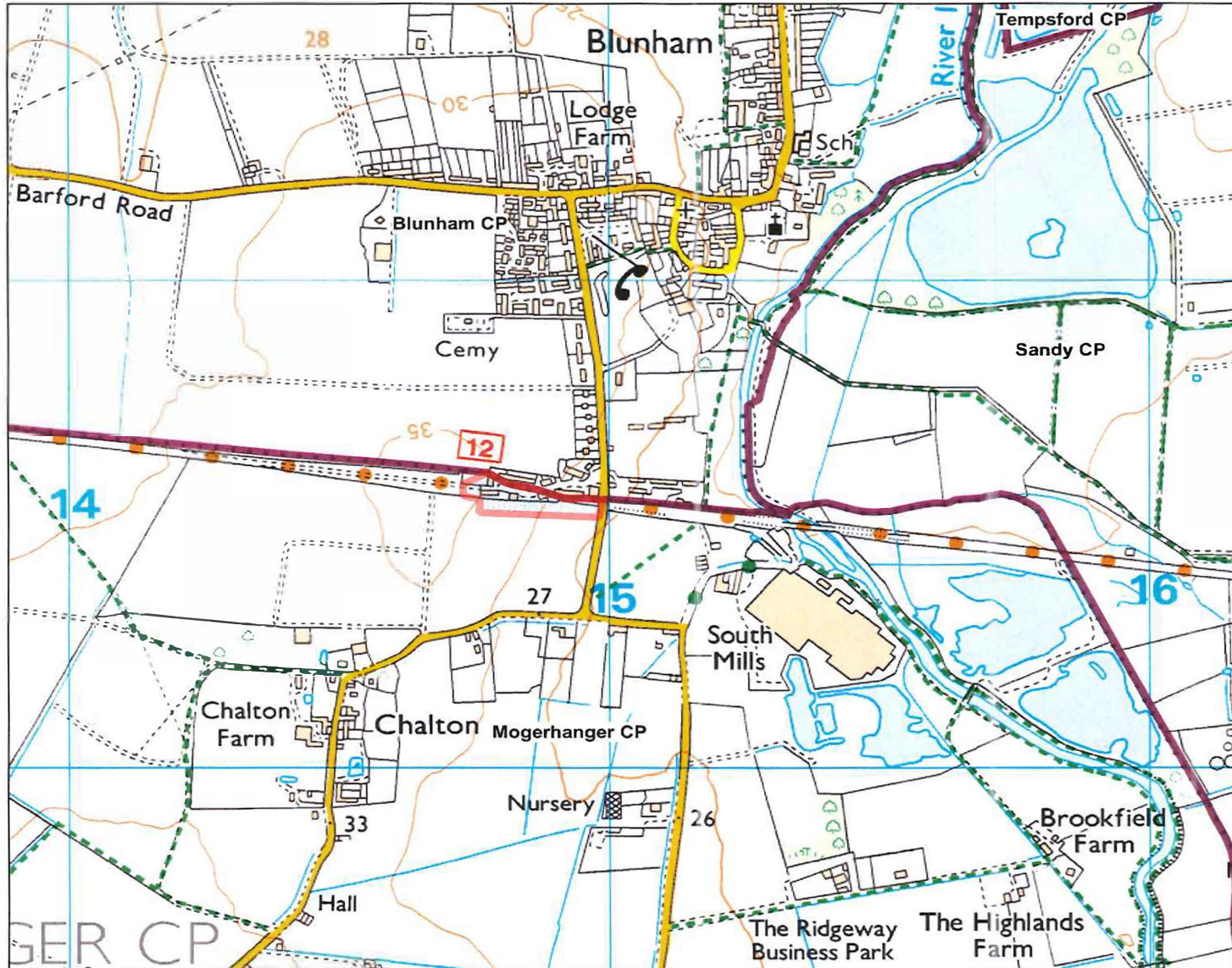
Crown Copyright and database right. 2017
 Ordnance Survey 100049029
 Central Bedfordshire Council.



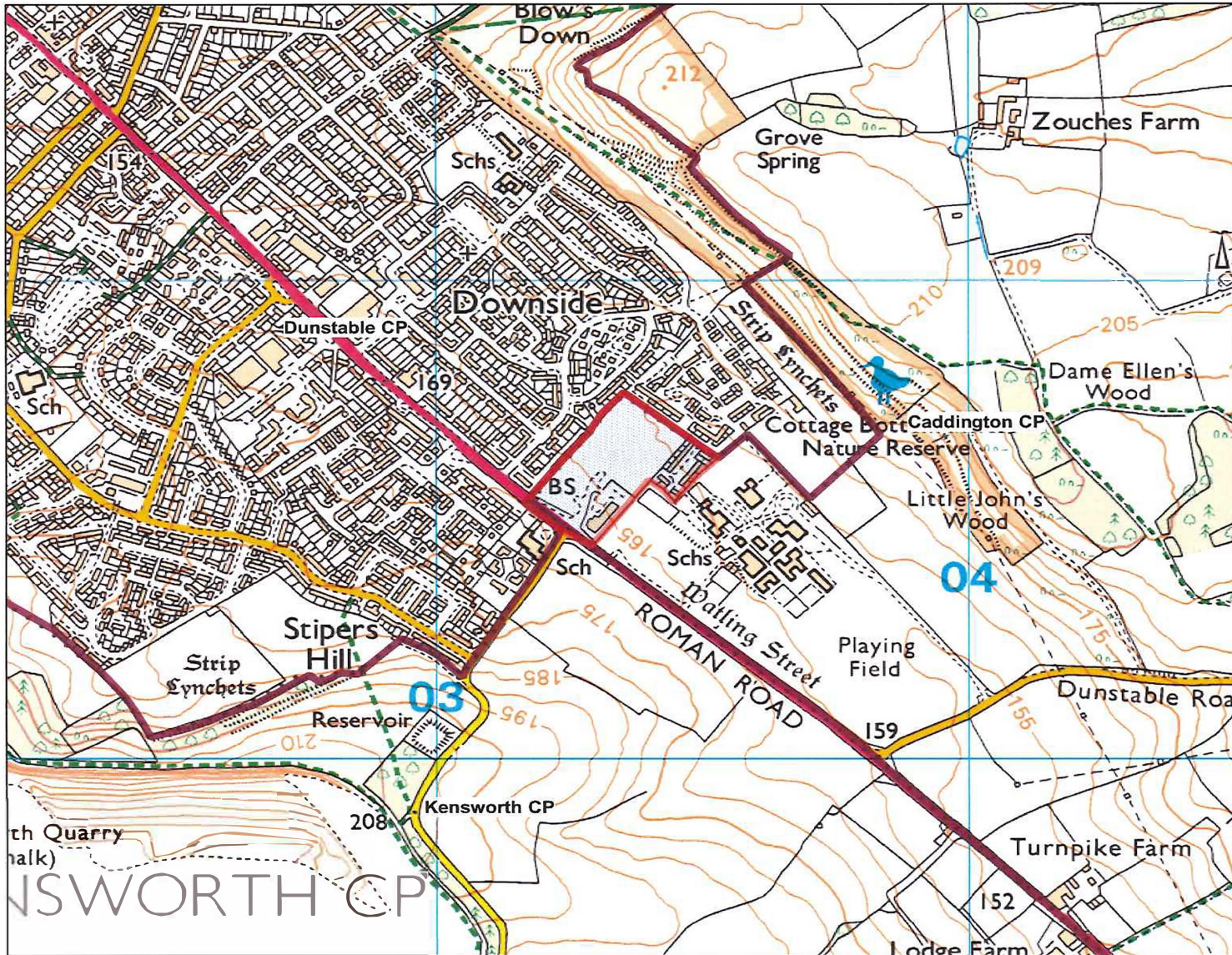


 Central Bedfordshire Council
<p>Map referred to in the Central Bedfordshire Council (Reorganisation of Community Governance) Order 2018 – Sheet 2</p>
<p>Legend</p> <p>Proposal(s)</p> <p> Area Affected</p> <p>Parishes</p> <p> Existing Parish Boundaries</p>
<p>1:10,000</p>
<p><small>Crown Copyright and database right. 2017 Ordnance Survey 100049029 Central Bedfordshire Council.</small></p>






	<p>Central Bedfordshire Council</p>
<p>Map referred to in the Central Bedfordshire Council (Reorganisation of Community Governance) Order 2018 - Sheet 4</p>	
<p>Legend</p> <p>Proposal(s) Area Affected</p> <p>Parishes Existing Parish Boundaries</p>	
<p>1:10,000</p>	
<p><small>Crown Copyright and database right. 2017 Ordnance Survey 100049029 Central Bedfordshire Council.</small></p>	



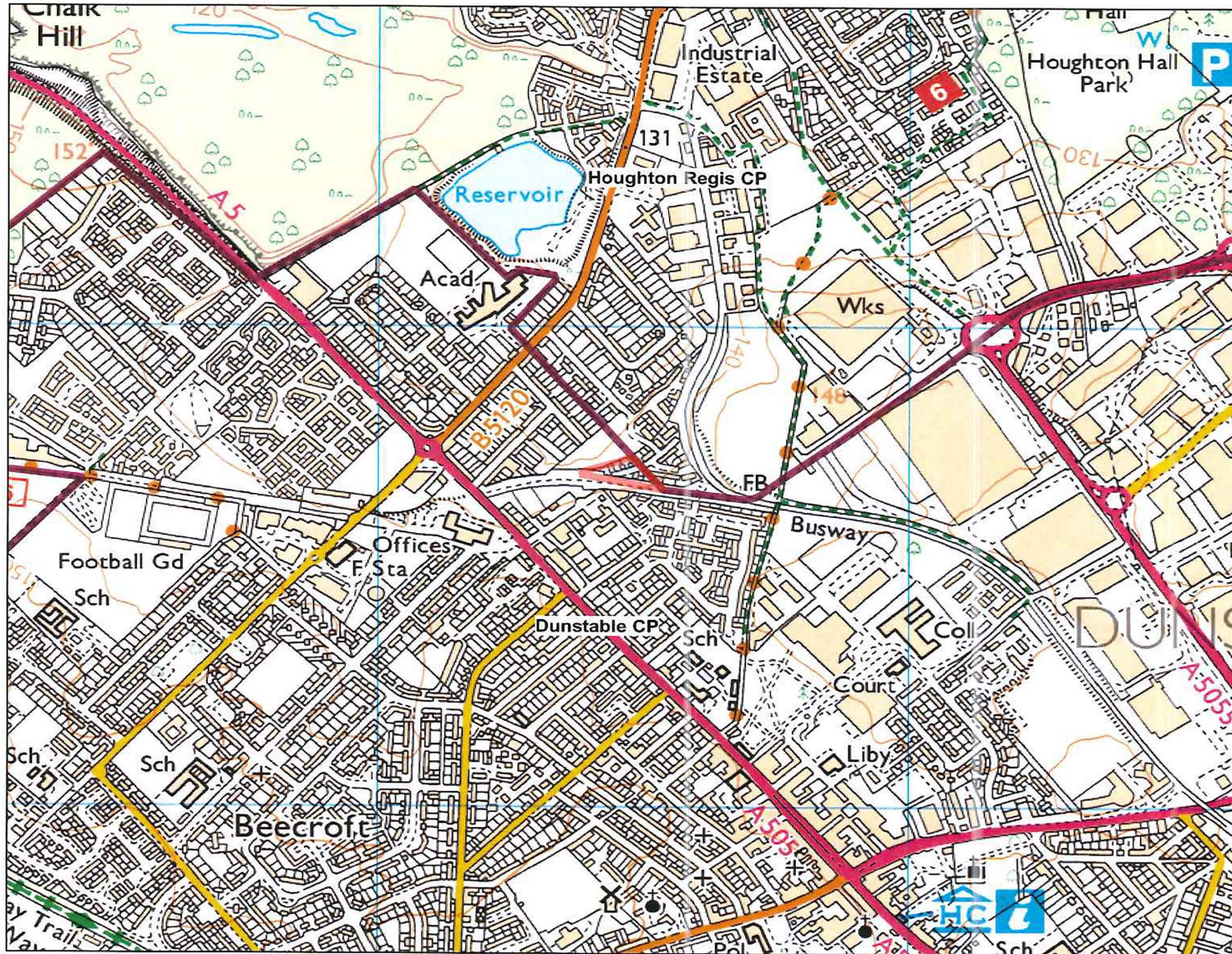
Map referred to in the Central Bedfordshire Council (Reorganisation of Community Governance) Order 2018 – Sheet 5

- Legend
- Area Affected
 - Parishes
 - Existing Parish Boundaries

1:10,000

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Ordnance Survey 100049029
Central Bedfordshire Council.



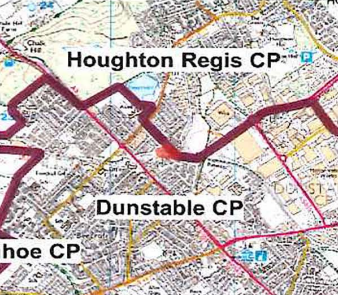


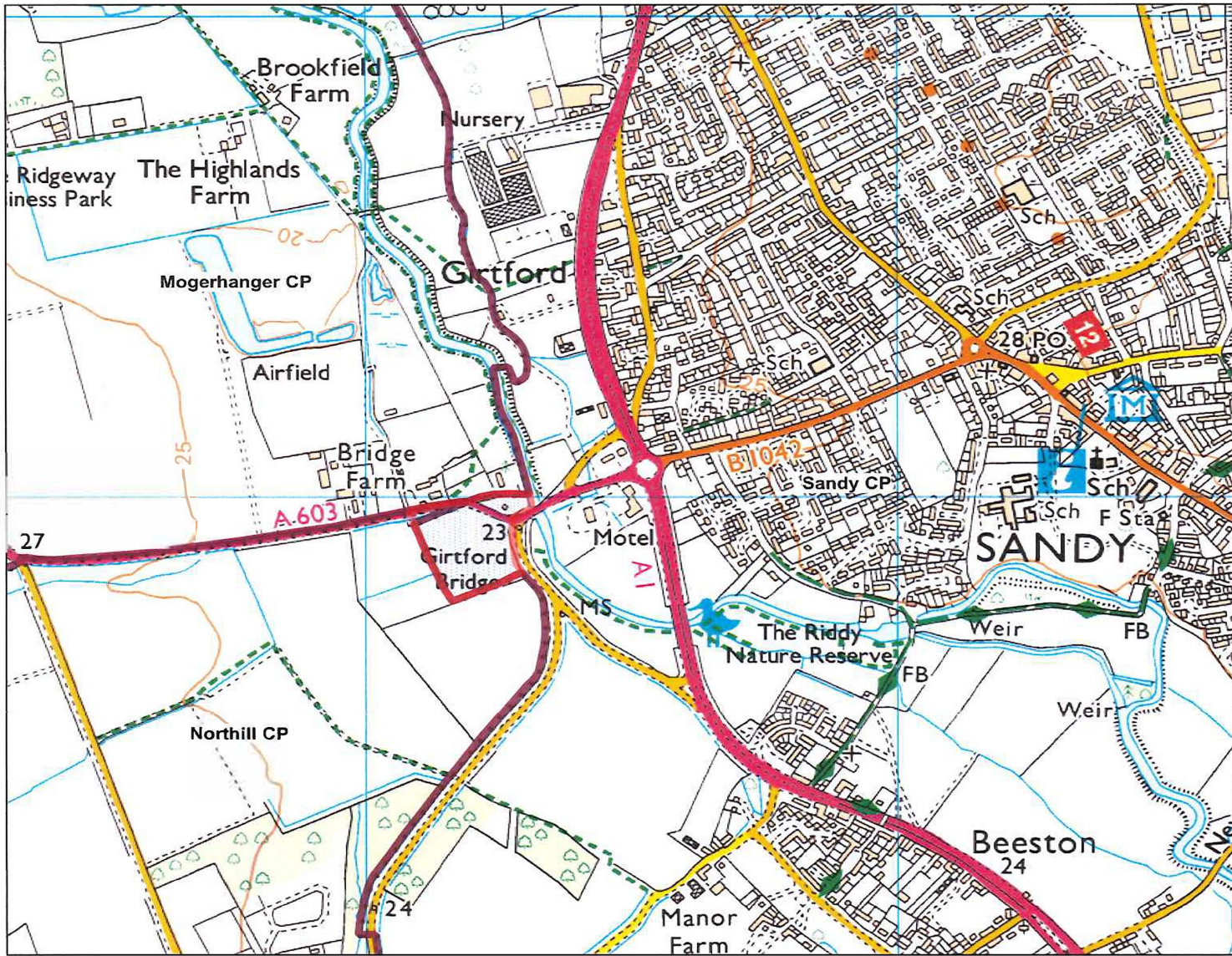
Map referred to in the Central Bedfordshire Council (Reorganisation of Community Governance) Order 2018 – Sheet 6

- Legend
- Proposal(s)
 - Area Affected
 - Parishes
 - Existing Parish Boundaries

1:10,000

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Central Bedfordshire Council.





Central Bedfordshire Council

Map referred to in the Central Bedfordshire Council (Reorganisation of Community Governance) Order 2018 Sheet 7

Legend

Proposal(s)

Area Affected

Parishes

Existing Parish Boundaries

1:10,000

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