

Ref: Agenda/Council100215

4 February 2015

To: All Town Councillors

Dear Sir or Madam

I hereby give notice that a meeting of the **Biggleswade Town Council** will take place on **Tuesday 10 February 2015** at the **Offices of Biggleswade Town Council, The Old Court House, 4 Saffron Road, Biggleswade** commencing at **7.00 pm** in order to transact the undermentioned items of business.

Yours faithfully



R.D.McGregor  
Town Clerk

## **AGENDA**

### **1. APOLOGIES**

### **2. DECLARATION OF INTERESTS**

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary Interests in any agenda item
- (b) Non-pecuniary interests in any agenda item

Members may participate in and vote on matters before the Central Bedfordshire Council Development Control Committee on which they have already expressed a concluded view in their position as a Town Councillor so long as they declare their membership of the Town Council and the way they voted on the Town Council consideration of the application.

In addition, the decisions of the Town Council in respect of planning applications would not be binding on those members of the Council who hold office at the Town Council and the Central Bedfordshire Council Development Control Committee.

### **3. TOWN MAYORS' ANNOUNCEMENTS**

### **4. PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask questions that are pertaining to matters listed on this Agenda.

### **5. INVITED SPEAKER**

### **6. MEMBERS QUESTIONS**

### **7. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For Members to receive and approve the minutes of the Council meeting held on 27 January 2015 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. **MATTERS ARISING**

- a. Minutes of the Council meeting held on 27 January 2015

9. **PLANNING APPLICATIONS**

- a. **CB/15/00124/ADV – Biggleswade Retail Park, London Road**  
Illuminated retail park identification totems and tenant sign panels
- b. **CB/15/00148/FULL - 186 Drove Road**  
Single storey rear extension
- c. **CB/15/00137/FULL – 10A Lawnside**  
Demolish conservatory and re-build single storey rear extension plus other minor external amendments
- d. **CB/15/00130/FULL – 16-18 Hitchin Street**  
Change of use from A1 to mixed A1/A3/A4. Currently empty unit, previously a bathroom showroom. We want to convert the empty unit into a Board Game Café which will include full café facilities, the ability to play and purchase board games and be fully accessible. The café will be licenced but only serve a limited drinks menu and only to those seated at a table.
- e. **CB/14/04864/FULL – 109 London Road**  
Single storey ground floor extension. Approx 6m x 4.5m to rear of existing. Extent of building beyond existing ear wall 6m or less. Pitched roof.
- f. **CB/14/04972/FULL – 18-20 Palace Street**  
Demolition of existing building
- g. **CB/14/04363/ADV – Unit 2, London Road Trading Estate, London Road**  
Advertisement: various signs illuminated and non-illuminated
- h. **CB/15/00194/ADV – The Red Lion, 1 London Road**  
Advertisement: various signs illuminated and non illuminated
- i. **CB/15/00195/LB – The Red Lion, 1 London Road**  
Listed Building: installation of various advertisement signs, illuminated, non-illuminated and flood lights.

10. **ITEMS FOR CONSIDERATION**

a. **Local Government Electronic Communications England**

The Secretary of State for Communities and Local Government considering that the authorisation of the use of electronic communications, made and order that came into force on the 30<sup>th</sup> January 2015, the order is cited as the Local Government (Electronic Communications) (England ) Order 2015. The Order applies to England only.

Schedule 12 to the Local Government Act 1972(b) (meetings and proceedings of local authorities is amended).

Where a member has given consent for the summons to be transmitted in electronic form to a particular electronic address (and consent has not been withdrawn), the agenda papers will be sent in electronic form.

Members will only receive summonses electronically where they consent to it being transmitted by this method and they may at any time withdraw that consent.

Members are asked to consider individually if they wish to consent to all committee and council agendas being sent in an electronic form, or members can carry on receiving the summons by post or by leaving it at the members usual place of residents.

Members will have to consider if they wish to bear the cost of printing electronic copies.

A copy of the order is attached to this agenda.

**b. Work to trees – 26 Ivel Gardens, Biggleswade**

CBC has received an application to carry out work to preserved tree(s) as the above property. If Members 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.

A copy is attached to this agenda.

**c. Biggleswade Town Cricket Club**

At a meeting held on 4 February 2015 with Biggleswade Cricket Club, the Club highlighted various improvements that they are looking to carry out to improve the cricket facilities at Fairfield. The Cricket Club are working on a development plan and are keen to look at various grants that might be available.

To be eligible to apply for grants the Cricket Club are required to show security of tenure.

The Cricket Club ask if the Town Council can provide a letter to demonstrate that security of tenure exists, thus allowing the Cricket Club to pursue the various grants that may be available.

Members are asked to consider this request.

**d. Request from Henry Harris**

Correspondence has been received from Henry Harris requesting permission for hold the Fun Fair on the Market Square, Biggleswade during Carnival week 2015. He would like to set up Tuesday 16 June after 6.30pm, and open 18<sup>th</sup>, 19<sup>th</sup>, & 20<sup>th</sup> June. They will be off by 2.30pm Sunday 21<sup>st</sup> June.

Members are asked to consider this request.

**e. Additional Allotment Land**

The Town Council have been approached by Sue Murphy, Property and Assets Team at CBC, asking the Town Council if they would be interested in additional allotment land.

Any additional land would be wrapped up into the existing lease and any rent increase would be advised in advance.

The existing water supply could be extended by the Town Council if necessary.

At this stage members are asked only to register if they are interested in additional allotment land, if members register an interest further discussion will follow.

**11. ITEMS FOR INFORMATION**

**a. Further to Town Council meeting held on 13 January 2015 re: Street names**

Following the Town Council meeting of the 13<sup>th</sup> January 2015, where Council questioned why double barrelled names were not suitable as they do exist already. Also, why are Boyce, Holst & Byrd not suitable due to similarity of existing roads as the development is to the east and within a theme of names?

The following response has been received from Anne Smith, Technical Administrator, Building Control Regeneration and Business Directorate:

*With regards to your query on unacceptable names please see the following excerpts from our street naming and numbering guidelines which have just been reviewed and updated:*

*Street Naming Protocols and Conventions*

- *Street names with phonetically similar names will be avoided e.g. Churchill Road/Birch Hill Road and Willows Avenue/Winnows Avenue*

- *Street names should not be difficult to pronounce or awkward to spell*
- *All punctuation, including apostrophes, shall be avoided*

A copy is attached to this agenda.

**b. Thank you letter**

Correspondence has been received from Trinity Community Project, to thank Town Council for awarding them a grant.

A copy is attached to this agenda.

**12. PUBLIC OPEN SESSION**

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

**13. EXEMPT ITEMS**

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

**There are no exempt items**

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council resolve to exclude the public and press by reason of the confidential nature of the business about to be transacted.