

Ref: Agenda/Council120814

6 August 2014

To: All Town Councillors

Dear Sir or Madam

I hereby give notice that a meeting of the **Biggleswade Town Council** will take place on **Tuesday 12 August 2014** at the **Offices of Biggleswade Town Council, The Old Court House, 4 Saffron Road, Biggleswade** commencing at **7.00 pm** in order to transact the undermentioned items of business.

Yours faithfully



R.D.McGregor
Town Clerk

AGENDA

1. APOLOGIES

2. DECLARATION OF INTERESTS

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

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

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

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

3. TOWN 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

There is no 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 22 July 2014 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For Members to **approve the recommendations** of the **Public Lands and Open Spaces** meeting held on 29 July 2014

Items as listed on the PLOS agenda:

6b. Brunel Drive

Correspondence was received from TDS Midlands Ltd asking the Committee to consider the adoption of Brunel Drive.

The Committee last considered this at a Public Land and Open Spaces Committee 27th March 2012 where it was **RECOMMENDED** that Town Council approved the new play design for Brunel Drive and agree to adopt the play area and the grass surrounding, but do not wish to adopt the steep banks next to the metal works or any other grass areas and that no shrubs are to be planted inside the perimeter; (adopted at the Town Council meeting 24th April 2012).

TDS have provided a plan of the areas to be adopted and are asking members for agreement on the areas identified along with a figure for a developer's contribution on the transfer.

It was **RECOMMENDED** that as stated previously, the Town Council do not accept responsibility for some of the grass area (as adopted by Town Council on 24 April 2012). Also the Play Area has not been brought up to the required Health and Safety standards.

c. Fairfield Cricket Pavilion electrical works quotations

Members were asked to consider the quotations attached for Fairfield Cricket Pavilion Electrical Works.

It was **RECOMMENDED** to accept Quote B **Value - £2695.54 + VAT**

d. Tennis Court fencing quotations

Members were asked to consider the attached quotations for replacement fencing at the Tennis Courts, Drove Road.

It was **RECOMMENDED** to accept Quote A **Value - £12,240 + VAT**

e. Replacement bridge at the allotments

Members were asked to consider the attached quotations for replacement bridge at the allotments.

It was **RECOMMENDED** to accept Quote A **Value - £5,500 + VAT**

f. Memorial Safety Policy Software

Members were asked to consider the attached quotations for digital software.

It was **RECOMMENDED** to accept Quote A. **Value - £8,000 plus £200 one-time cost + VAT**

g. Replacement boundary fencing at Buttercup Mead

Members were asked to consider the attached quotations for replacement boundary fencing at Buttercup Mead.

It was **RECOMMENDED** that none of the attached quotations be accepted

It was **RECOMMENDED** that the Town Clerk obtain further quotations for Council consideration.

h. Members were asked to consider the attached quotations for replacement play equipment at Fairfield recreation ground.

It was **RECOMMENDED** that more detailed specifications be obtained for Council consideration

i. Quote for replacement Supernova at Kitelands recreation ground

Members considered the attached quotation for the replacement of the Supernova at Kitelands recreation ground.

It was **RECOMMENDED** to accept this quotation **Value - £3,057.30 (possible discount)**

j. Members were asked to consider the attached quotations for replacement play equipment at Franklins recreation ground.

It was **RECOMMENDED** that more detailed specifications be obtained for Council consideration

k. Members were asked to consider the attached quotations for replacement play equipment at Kitelands recreation ground.

It was **RECOMMENDED** that more detailed specifications be obtained for Council consideration.

All the quotations and detailed specifications will be available for the next Council meeting on 26 August.

8. PUBLIC OPEN SESSION

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

MOP1 asked for clarification of the council quotation procedure.

MOP2 queried the seemingly random pavement areas in the Saxon area, where paving stones had been started and then appeared to have run out, and also the worn down footpaths made by the public across the grass.

The Town Clerk has had considerable previous correspondence with Central Bedfordshire Highways on this issue.

It was **RECOMMENDED** that the Town Clerk contact Highways again with the public concerns, and also take it to the next Biggleswade Joint Committee Meeting as an Agenda item.

8. MATTERS ARISING

a. From the minutes of the Council meeting held on 22 July 2014

9. PLANNING APPLICATIONS

- a. CB/14/02573/RM – Land To The North East Of, Hitchmead Road**
Reserved Matters: following outline application MB/03/01205/OUT for parcels 40 and 42 for 43 dwelling including appearance, landscaping, layout and scale
- b. CB/14/02738/FULL – 16 Maple Close, Biggleswade**
Erect a conservatory to the rear of the property
- c. CB/14/02687/FULL – The Red Lion, 1 London Road, Biggleswade**
Create new patio on existing large car-park area. Provide tensile canvas structure to centre. Block up existing car-park entrance. Provide new low level wrought iron fence. Take down section of wall to existing external drinking area. New car-park entrance to side elevation over existing pavement. Take down section of fence to same entrance and provide new section of fence and wall. Re-position existing shelter to side elevation. Provide new main entrance lobby and covered lobby to cellar flaps. Carry out and complete external decorations.
- d. CB/14/02483/FULL – 72A High Street, Biggleswade**
To remove the existing pitched roof over the second floor rooms and raise the eaves and install a new roof with dormer windows, to provide improved living accommodation at second floor level.

- e. **CB/14/02013/FULL - Land Fronting Potton Road, Biggleswade**
The erection of 301 dwellings including access from Potton Road, parking and open space provision.
- f. **CB/14/02607/FULL – 106 Mead End, Biggleswade**
Single storey extension to front and rear.
- g. **CB/14/02779/FULL – Stratton Upper School, Eagle Farm Road, Biggleswade**
Two storey sixth form centre extension, single storey dining room extension, two storey science block and two storey general classroom block extension to the existing upper school with alterations to parking and access facilities, informal play areas and erection of new multi-use games area.
- h. **CB/14/02539/FULL – Sandyacres, Potton Road, Biggleswade**
Erection of five dwellings. Demolition of existing garage with new replacement garage and garages for plots 1 & 2. New private shared access.
- i. **CB/14/02636/FULL – 19 Sycamore Close, Biggleswade**
Single storey rear extension
- j. **CB/14/02923/FULL – 91 Lawrence Road, Biggleswade**
Erection of single storey rear extension and conversion of garage to habitable room.

10. **ITEMS FOR CONSIDERATION**

a. **Request from Cllr G Wilson – further to the Council meeting held on 8 July 2014**

Further to the Council meeting held on 8 July when Members were asked to consider a proposal from Cllr George Wilson in relation to financial assistance from Town Council towards the First World War Commemorations taking place on Biggleswade Market Square on Sunday 21 September 2014, and:

*It was **RESOLVED** that Town Council support in principle the idea of financial assistance, details to be finalised.*

Cllr G Wilson has now supplied the details.

b. **Notification of works to trees in a Conservation Area: Fell 6 Lime trees and 2 Cypress trees - 7A Station Road, Biggleswade, SG18 8AL**

CBC received the above application which is within the Biggleswade Conservation Area.

Item was previously discussed 12th July 2011 as Repollard trees T1 to T5 Lime. Reduce height by 1m and trim sides to trees T6 to T11 Cypress – 7a Station Road, Biggleswade where there was no objections.

A copy of the application is attached to the agenda.

c. **Verge and Footway Parking in CBC**

Correspondence has been received from CBC to inform Members they that have taken steps to prevent inappropriate parking on footways and verges.

The Council has written, advertised and now sealed an area-wide Traffic Regulation Order (TRO) to control parking. This will enable CBC to take formal enforcement action, potentially resulting in a fine for the motorist who parks in an inappropriate manner on the verge or footway.

As well as restricting verge and footway parking, the order will allow CBC to implement 'half on, half off' footway/road parking. This would be considered where the carriageway is narrow and the footways are wide enough

The TRO is a blanket order that applies to the whole of the Council area. It is only effective (and so it is only possible to take enforcement action) when the required regulatory road-signs are in place.

They are keen to hear from local communities who can help identify priority sites that are suitable for either a complete ban or 'half on' half off' parking.

Members are asked to consider which sites would benefit from the parking restrictions available through the new TRO.

d. Petition re pedestrian crossing on London Road, Biggleswade

Town Council has received a 57 signature petition in support of the provision of a pedestrian crossing on London Road/Potton Road junction.

A copy is attached to this agenda.

e. Street Naming and Numbering – Parcels 43 & 44, Land South of Potton Road, Biggleswade

CBC has received an application for the postal addresses for parcels 43 & 44 at the Kings Reach development in Biggleswade, approximately 6 more names are needed to this section of the development.

To continue the theme of Nobel Prize Winners, Members are asked to choose from the following list:

Porter	Josephson	Arrow	Hicks	Norrish
Hodgkin	Huxley	Wilkins	Kendrew	Watson
Crick	Todd	Martin	Powell	Blackett
Chain	Dale	Chadwick	Greengard	Fowler
Cormack	Mott	Hewish	Sherrington	Hopkins
Richardson	Compton	Strutt		

f. Bedfordshire Police and Crime Panel Review of 'Creating Confident Communities'

The Bedfordshire Police and Crime Panel is carrying out a review, with the support of Olly Martins the Police Crime Commissioner of Bedfordshire, into the issue of how to create more confident communities. A major theme of this review is to explore the 'Peelian' principle that the police are the public and the public are the police.

A task group of four members of the Panel has been set up to carry out this review.

They would like to gather feedback on the subject of confident communities from the many varied organisations and partners who can have an influence on the confidence of the communities in Bedfordshire and are looking forward to receiving views and ideas on how the confidence of people in Bedfordshire can be improved. This needs to be returned to the Beds PCP Scrutiny Team by 16 October 2014.

Members are asked to consider the attached list of questions.

g. Notification of Appeal – CB/13/03197/FULL – Site at Warehouse, Bonds Lane, Biggleswade - Conversion of Warehouse to 2 No. Residential Units

CBC has notified Town Council that the above application was refused by CBC and that the applicant has submitted an appeal to The Planning Inspectorate.

This planning application was considered by Town Council on 10 December 2013 when;

It was **RESOLVED** that Town Council **OBJECT** to this application for the following reasons:

- *Inappropriate development for the area*
- *Poor access*
- *This development would cause issues with lack of parking*

Members have the opportunity to make comments or modify previous representation by emailing: Teamp11@pins.gsi.gov.uk by 28 August 2014

A copy is attached to this agenda.

h. Budget Profiling

Profiling the Town Council budget was discussed at the recent Councillor session with Derek Kemp, our Accountant. Mr Kemp advice was to adopt profiling so that management accounts are more accurate and those present agreed. As example of the new report which our software would produce is attached. Council is asked to consider budget profiling.

11. ITEMS FOR INFORMATION

a. Thank you letters – The Avenue and Biggleswade & District Choral Society

Correspondence has been received from The Avenue thanking the Mayor for the donation of £150, and also from the Biggleswade & District Choral Society for the donation of £150, both were paid from unused Mayoral Allowance 2013/14.

b. Temporary Closure of Footpaths 21, 65,66 and 67

CBC has notified Town Council of the proposed of the above footpaths from 12 August until 22 August.

A copy is attached to this agenda.

c. Part of Footpath No 55 – Public Path Diversion Order 2014

CBC has notified Town Council of diversion of Footpath No 55 from 8 August 2014.

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.

Agenda Items 14a,14b and 14c - Leases

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.