

Ref: Agenda/Council121113

6 November 2013

To: All Town Councillors

Dear Sir or Madam

I hereby give notice that a meeting of the **Biggleswade Town Council** will take place on **Tuesday 12 November 2013** at the **Offices of Biggleswade Town Council, The Old Court House, 4 Saffron Road, Biggleswade** commencing at **7.00 pm** in order to transact the undermentioned items of business.

Yours faithfully



R.D.McGregor
Town Clerk

AGENDA

1. APOLOGIES

2. DECLARATION OF INTERESTS

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

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

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

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

3. TOWN MAYOR'S 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

John Matuszewski – Martin Grant Homes -re Land East development

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 October 2013 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. MATTERS ARISING

- a. Council meeting held on 22 October

9. PLANNING APPLICATIONS

- a. **CB/13/03566/FULL – 72 Shortmead Street, Biggleswade**
Change to use of shop to A5 hot food take away.
- b. **CB/13/03730/FULL – 16 Bluebell Close, Biggleswade**
Ground floor side and rear extension
- c. **CB/13/03667/FULL – 119 Shortmead Street, Biggleswade**
Retrospective Change of Use: from vacant land to a car washing and valeting facility (Sui Generis).
- d. **CB/13/03494/FULL – Land South Of, Potton Road, Biggleswade**
Erection of new mixed use local centre to include 51 residential units, approximately 1156sqm (net) of floor space for a mixture of uses (A1, A2, A3, B1 & D1) a 60 bed (C2) care home, central square kiosk, community building and associated infrastructure

10. ITEMS FOR CONSIDERATION

a. **Polling District Review**

To comply with the Electoral Registration and Administration Act 2013 the CBC is required to complete and carry out a review of Polling Districts and Polling Stations in a 16 month period beginning 1 October 2013. The review formally started on Monday 21 October.

Town Council is invited to contribute to this review by sending any observations it wishes to make for CBC to take into consideration.

Attached to this agenda are 2 copies of the documentation relating to Biggleswade Town Council in connection with the review.

b. **Bedfordshire Police Partnership Trust – Bobby Scheme**

The Bobby Scheme is a free service run by Bedfordshire Police Partnership Trust as an independent charity and relies on the valuable contributions from town and parish councils, local business' and local government grants to continue it's work.

Town Council are invited to subscribe as a 'partner' for £250 or making a donation to the scheme.

A copy of their correspondence is attached to this agenda.

c. **Wind Farm open morning attendees**

Members are asked to nominate 2 delegates to attend the Wind Farm open morning which is due to be held on 14 November commencing at 10am on site.

d. **Street Naming and Numbering – Land East Areas 35 and 41**

The following item was considered by Council 22 October:

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

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

The names previously used for this development are:

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

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

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

Or, Town Council could choose a different theme instead.

It was **RESOLVED** that Town Council **DEFER** choosing any further street names until further information is received regarding the development and request that CBC or the developers supply Town Council with a street plan of the different sites, to assist Members with street naming.

The Town Clerk has received information from CBC and has been able to supply a location map for Members to view in the Chamber.

e. Consultation regarding Highways Act 1980 sect 118 and 26

Members are asked to consider the attached Consultation regarding Highways Act 1980 sect 118 and 26, extinguishment and creation of Rights of Way. Related to Kings Reach Development – land east of Biggleswade.

A location map is also attached.

f. First Floor – The Old Court House, 4 Saffron Road.

The Town Clerk has been in discussions with CAN Partnership & the Westminster Drugs Project with a view to letting the first floor of the Town Council offices, 4 Saffron Road.

The first floor of the Town Council offices has been empty since Town Council obtained the property in 2006.

Town Council had to renew the entire flat roof to that part of the building in 2012; at the time considerable damage had occurred to the interior of the building due to water seeping into the building.

CAN and the Westminster drugs project have been successful in renewing a contract and securing funding to provide outreach services in Central Bedfordshire.

CAN & the Westminster drugs project have been working in Biggleswade for the past seven 7 months; this work was undertaken through need identified in a working partnership between CBC, Bedfordshire Police and the Town Council.

During the work that was being carried out in Biggleswade other areas of work were identified in the surrounding Towns and villages.

CAN and the Westminster drugs project identified a need to provide a satellite hub in Biggleswade that would serve to provide outreach services to the surrounding Towns & Villages; the only other hub is based in Dunstable.

The Town Clerk would ask that members consider letting the first floor of the Town Council offices.

A Report on discussions held by the Town Clerk, CAN & the Westminster Drugs project is attached to the agenda.

g. Draft Central Bedfordshire Design Guide Document

The above document is being published for consultation for five weeks starting on Monday 21 October 2013. The deadline for the return of any comments is 5pm on Friday 22 November 2013.

The Central Bedfordshire Design Guide sets out key principles and standards to guide the delivery of high quality design in Central Bedfordshire. The guide will become planning guidance once adopted, and this will support the policies set out in the development plan for the area.

Comments can be made directly via the on-line questionnaire at www.centralbedfordshire.gov.uk/consultations or by collecting a copy from the Council's Bedford, Dunstable and Chicksands offices. You can also request a paper copy by calling the Council's Local Planning and Housing Team on 0300 300 4329.

Members can view this document at the Town Council office.

After the consultation period the Council will be updating the Design Guide to take account of any suggestions or comments received. The revised document will then be considered by the Executive Committee of the Council in March 2014 for endorsement as technical guidance.

h. The Arlesey Cross draft Master Plan

The above document is being published for comment starting Saturday 9 November for five weeks until Monday 16 December and is available to view:

- At the public exhibition on Saturday 9 November and Saturday 16 November at Arlesey Village Hall
- Visit the website: www.centralbedfordshire.gov.uk/council-and-democracy/have-your-say/curentonline-consultations.aspx
- Various locations in Central Bedfordshire

Paper copies are available on request by contacting the Local Planning and Housing Team on 0300 300 4353.

All comments must be submitted by 5pm on Monday 16 December.

i. A6001 London Road, Biggleswade – Proposed 40mph Speed Limit Extension and Pedestrian Crossings

Town Council has received notified of the above proposals. These are related to the retail development at the southern end of London Road, Biggleswade.

The deadline for the receipt of objections is 3 December 2013.

A copy of the proposals is attached to this agenda.

11. ITEMS FOR INFORMATION

a. Update from Council meeting 8 October – item 4 - Flood Risk Management Strategy

Iain Finnigan update states that Town Councils concerns over Kings Reach has led to discussions the Bedford Group of Internal Drainage Boards, they have advised that the measures to cater for additional surface water runoff from the development are a good robust solution, however they also confirm that the maintenance issue is with the delay in drawing an agreement between the Developer and the IDB which would then allow the IDB to adopt and maintain the new assets.

The fault lies with the Developers lack of urgency in drawing up an agreement with the IDB despite the IDB's approaches to move this matter forward. The IDB has taken steps due to the lack of willingness on the Developers part to object to further planning applications for the building phases on this site until the situation can be resolved regarding an adoptions agreement.

Mr Finnigan will be advising the planning department of the present situation.

b. Courtlands Drive, Highways works

AMEY have received instructions from CBC to carry out detailed design and programming for maintenance works at Courtlands Drive, Biggleswade. Residents have been notified.

A copy of the correspondence is attached to this agenda.

c. Potton Road/Drove Road and Sun Street - Biggleswade – Section 106 Junction Improvement

AMEY have notified Town Council of the planned Potton Road/Drove Road and Sun Street junction improvements

A copy of the correspondence 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.

14a & 14b - (Employees).

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.