

Ref: Agenda/Council230713

17 July 2013

Dear Sir/Madam

I hereby give notice that a Meeting of **Biggleswade Town Council** will take place on **Tuesday 23 July 2013**, at the offices of **Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at 7.00pm in order to transact the under mentioned items of business.

Yours faithfully



R.D.McGregor  
Town Clerk

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

## **AGENDA**

### **1. APOLOGIES**

Cllr T Woodward

### **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 Central Bedfordshire Council Development Control Committee.

### **3. TOWN MAYOR'S ANNOUNCEMENTS**

### **4. MEMBERS QUESTIONS**

5. **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.

6. **BEDFORDSHIRE CONSTABULARY**

For members to receive Crime Figures from Bedfordshire Police.

7. **INVITED SPEAKER**

There is no invited speaker.

8. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

a. For members to receive and approve the Minutes of the Council meeting held on 9 July 2013 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

b. For members to **approve the recommendations** of the **Finance and General Purposes meeting** held on 16 July 2013.

Items as listed on agenda:

6. **ITEMS FOR CONSIDERATION**

a. **Management Accounts**

The Chair of the Finance & General Purpose Committee has recommended that the Management Accounts should cease to be produced for the first two months of the financial year.

Members were asked to consider this recommendation.

Members **RECOMMENDED** approval subject to the following amendments; the accounts will be circulated electronically to members of the Council, for the first two months and made available to the public should they require a copy.

b. **Quotation for Increase in Public Liability Insurance**

Members consider a quotation for increasing the Public Liability Insurance to £10m.

Members **RECOMMENDED** that the Public Liability remain at the current level and the policy is reviewed at the renewal date in 2014.

9. **MATTERS ARISING**

a. Minutes of the Council meeting held on 9 July 2013.

Footpath - Mill Lane to Ivel Bridge – request for signage.

A copy of the reply from CBC is attached to this agenda.

10. **PLANNING APPLICATIONS**

a. **CB/13/02140/FULL – 135 London Road, Biggleswade**  
Loft conversion with gable end and rear facing dormer.

b. **CB/13/02223/FULL – 5 Apollo Gardens, Biggleswade**  
Part conversion of garage to habitable accommodation (retrospective application) re-submission

*Previous applications – Town Council – 24/7/2013 – No Comment – CBC refused  
Town Council – 22/1/2013 – Object - CBC refused  
Applicant appealed – this was dismissed by the Planning Inspectorate*

- c. **CB/13/02333/FULL – 21 Anne Street, Biggleswade**  
Remove outbuildings & erect part two storey, part single storey side extension
- d. **CB/13/01824/OUT – Roadside Farm, 122 Potton Road, Biggleswade**  
Demolition of existing dwelling and out buildings and erection of 4 x 3 Bedroom and 3 x 2 Bedroom dwellings.
- e. **CB/13/01874/MW – Former Plant Site, Warren Villas Quarry, New Road, Sandy SG19 1AW**  
Change of use of land to an inert waste recycling centre by screen, crushing and washing together with retrospective change of use of land to a mix of fishing and nature conservation uses and associated engineering operations to create fishing swims.

*This application has been sent to Biggleswade Town Council to consider as this site is on the Parish Boundary.*

- f. **CB/13/02366/FULL – 31 Stoneland Avenue, Biggleswade**  
Front extension.
- g. **CB/13/01849/FULL – Car Park & Picnic Area, Shortmead Street, Biggleswade**  
Erection of Memorial & Placement of Tractor.

## 11. **ACCOUNTS**

### a. **Financial Administration**

For members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 30 June 2013
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 30 June 2013

## 12. **ITEMS FOR CONSIDERATION**

### a. **Agenda Notes – Public Agendas**

Members are asked to consider the content of the (attached) agenda notes document, with a view to the document being attached to all future public copies of Town Council agendas.

### b. **Walking Route Improvements - Shortmead Street, Biggleswade**

As part of the LATP scheme titled Walking & Cycling Routes, Biggleswade – work has been identified to improve pedestrian crossing points across side road junctions along Shortmead Street. This will include provision of dropped kerbs, tactile paving and localised footway and carriageway resurfacing.

It is intended to carry out the works during the school summer holidays.

Council are asked to consider any comments regarding the proposed work.

## 13. **ITEMS FOR INFORMATION**

### a. **Planning application outcomes**

No outcomes available, still in consultation period.

### b. **Thank you letter from the RNLI**

Correspondence has been received from the RNLI to thank Town Council for permission granted for them to hold a collection day on 6 July in the Market Square. The amount collected was £384.67.

A copy is attached to this agenda.

c. **The Gypsy and Traveller Local Plan Pre Submission Document - representation**

CBC has acknowledged receipt of Town Councils representation regarding the above document.

A copy is attached to this agenda.

14. **PUBLIC OPEN SESSION**

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

15. **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 Item 16a (Contracts).

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.