

Ref: Agenda/Council260814

20 August 2014

Dear Sir/Madam

I hereby give notice that a Meeting of **Biggleswade Town Council** will take place on **Tuesday 26 August 2014**, at the offices of **Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at 7.00pm in order to transact the undermentioned 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

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

8. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For members to receive and approve the Minutes of the Council meeting held on 12 August 2014 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For Members to **approve the recommendations of the Town Centre Management** meeting held on 19 August.

Items as listed on the Town Centre Management agenda:

6c. Christmas Lights

Members discussed the Christmas lights provision for 2014/2015; a cost was provided from Lamps and Tubes to add additional lighting to two trees at the west end of the Market Square and to change the lamp decorations to red and white to match the festoons and the lighting on the Christmas Tree.

The increase in cost from 2013/ 2014 costs would be £354.30.

Members asked if costs could be obtained to provide extra strings of Festoons along the High Street to the railway bridge and also recommended setting up a working group to look at specifications to go out to tender for the 2015/ 2016 Christmas lighting display.

Members also discussed a review of the Christmas Light switch on and discussed various suggestions on how this might be improved. It was recommended that a small working group look at these suggestions and proposed improvements. It was noted that any working group would have the authority to co-opt members of the community.

Members discussed the date for the switch on ceremony and recommended 21st November.

Members **RECOMMENDED** to Town Council: to agree the cost of providing additional lighting to 2 trees; to change the colour scheme of the lamp column decorations, (decoration model 170008 Astral); to obtain costs for additional festoons and to set up a working group to look at the Christmas light switch on and that the ceremony should take place on 21st November.

6d. St Johns Street/ Sun Street one way system

Members considered a report that was presented to the Traffic Management Meeting at Central Bedfordshire Council.

Members raised concern that the proposals in the report for an area wide HGV ban had not been discussed with the Town Council; nor had the Town Council been notified that the petition would be considered at the Traffic Management Meeting. The report states: "members have also requested that the potential to introduce an area wide HGV ban be considered to ascertain if that would provide sufficient reduction in large vehicles to address the problem".

Members felt that the HGV ban and the proposed introduction of a one-way system should not be considered together; the one-way system should go ahead without the implementation of the HGV ban.

The HGV ban should not be considered until the Eastern Relief Road is fully in place.

It was **RECOMMENDED** that Town Council write to Central Bedfordshire Council and ask why Town Council was not consulted; to ask which members requested the potential to introduce an area wide HGV ban; to request that the one way system and proposed HGV ban should not be considered together and that no HGV ban should be considered until after the opening of the Eastern Relief Road.

9. **MATTERS ARISING**

- a. Minutes of the Council meeting held on 12 August 2014

10. **PLANNING APPLICATIONS**

- a. **CB/14/02981/FULL - 45 Kitelands Road**
Erection of part single front & side and part two storey side extension
- b. **CB/14/02927/FULL – 1 Brunt’s Lane**
First floor rear extension
- c. **CB/14/03046/VOC – Parcel 38 and 39, Land South of Potton Road**
Variation of Condition: 9 (Approved Plans) attached to planning permission CB/14/00529 dated 18.6.14. Amendments to plots 602 - 607 to accommodate the electricity substation: replace plan nos. 1386/P/02/A & 1368/P/64/A with 1386/P/02/B & 1368/P/64/B
- d. **CB/14/03053/FULL – 10 Lawrence Road**
Single and two storey side and rear extension with garage.

Application for ‘single and two storey side and rear extension’ at 10 Lawrence Road went to council 8/8/14 where no objections were raised.

11. **ACCOUNTS**

- a. **Financial Administration**

For members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 31 July 2014
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 31 July 2014

12. **ITEMS FOR CONSIDERATION**

- a. **Quotations for replacement Play Equipment**

Further to the Public Lands & Open Spaces meeting held on 29 July, when it was **RECOMMENDED** that more detailed specifications be obtained to enable the attached quotations to be considered.

Further information is now available for Members and is on display in the Council Chamber. Replacement Play Equipment will be funding through applications for section 106 monies.

- i) For Members to consider the attached quotations for replacement play equipment at **Fairfield recreation ground.**

Quote A	Quote B	Quote C
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- ii) For Members to consider the attached quotations for replacement play equipment at **Kitelands recreation ground.**

Quote A	Quote B	Quote C
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- iii) For Member to consider the attached consider the attached quotations for replacement play equipment at **Franklin’s recreation ground**

Quote A	Quote B	Quote C	Quote D
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- b. **Application for Designation of a Neighbourhood Area by Arlesey Town Council**

CBC has notified Town Council that Arlesey Town Council have applied to designate the parish as a 'Neighbourhood Area'.

A successful designations will mean that the Town Council can proceed to prepare a Neighbourhood Plan together with the community, if they wish to do so.

A copy is attach to this agenda including a map showing the extent of the proposed designation area.

If Town Council has any objections to the **extent of the area only**, they need to be sent by email to LDF@centralbedfordshire.gov.uk or by post to the address on the paperwork attached.

c. The Licensing Act 2003 – Review of Licensing Policy

CBC is required by law to consult with statutory consultees and interested parties on its review of the Licensing Policy.

The draft policy has minor amendments to reflect the current changes in legislation and has been written in accordance with the guidance issued to Local Authorities by the Home Office, and is available to view on their website:

centralbedfordshire.gov.uk/local-business/alcohol-and-entertainment-licence.aspx.

Hard copies are also available by contacting the licensing team on 0300 300 4172 or email: licensing@centralbedfordshire.gov.uk.

The consultation will run from 1 August 2014 to 25 October and written responses must be received by the latter date. Please send any comments to: Mrs P Davies, Public Protection, Central Bedfordshire Council, Watling House, High Street North, Dunstable, Beds LU6 1LF or to the email address above.

d. Biggleswade Sports Meeting – 11 July 2015

Town Council has received correspondence from Biggleswade Sports to advise that they plan to hold their 64th Annual Sports Meeting on Saturday 11 July 2015 commencing at 12.00, midday, at Fairfield Sports Ground. They are requesting permission to use the Sports Ground as well as the Pavilion and Toilets.

Members are asked to consider this request.

e. Work to a tree Protected by a Preservation Order: Prune on Lime tree located on the right hand side at the front of the garden. T.P.O. Ref MB/TPO/09/00002 Listed as No T9 – Located at 23 Ivel Gardens

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.

f. Standing Orders

On the 5th August 2014 the Secretary of State made the following resolution in exercise of the Powers conferred by sections 40 and 43(2) of the local accountability act 2014(a).

A draft instrument was laid before and approved by resolution of each House of Parliament pursuant to section 43 of the Local Audit and Accountability Act 2014.

The regulations are cited as the Openness of Local Government Bodies Regulations 2014 and Came into force on the 6th August 2014. In these regulations the 1960 act means the Public Bodies (Admissions to Meetings) Act 1960(b). **(Copy of amendments to the 1960 act attached to this Agenda).**

The amendments make it a requirement for Councils and Local Government bodies to allow any member of the public to take photographs, film and audio record the proceedings and report on all

public meetings.

In light of the changes the Town Council are required to review Standing Orders to ensure they are fully in line with the new legislation.

The Town Clerk is recommending that a small working group carries out a review of the Standing Orders and presents any recommended changes to the Town Council. If any changes are approved by the Town Council the Standing Orders will be adopted at the following Town Council meeting.

Members are asked to consider this recommendation.

13. ITEMS FOR INFORMATION

a. Planning application outcomes

A report detailing the outcome of recent planning applications is attached to this agenda.

b. Temporary Closures: Parts of Footpath no's 25,29,30,33 and Bridleway no 28

CBC has notified Town Council of the above Temporary Closures that are required due to the construction of housing and an associated relief road. The closures are expected to continue from 24 August 2014 for six months.

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 - Staff

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.