

Ref: Agenda/Council270115.

21 January 2015

Dear Sir/Madam

I hereby give notice that a Meeting of **Biggleswade Town Council** will take place on **Tuesday 27 January 2015**, 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. **INVITED SPEAKER**

There is no invited speaker.

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

- a. For members to receive and approve the Minutes of the Town Council meeting held on 13 January 2015 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For Members to **approve** the **recommendations of the Finance & General Purpose** committee meeting held on 13 January 2015 – (copy attached).

## **8. MATTERS ARISING**

- a. Minutes of the Town Council meeting held on 13<sup>th</sup> January 2015

## **9. PLANNING APPLICATIONS**

- a. **CB/14/03125/FULL – The Crown Hotel, 23-25 High Street**  
Ground floor infill and rear extension and first floor side extension to existing listed hotel building. Change of use of existing shop unit to hotel use and incorporation within existing hotel. Conversion of existing garage to disabled accommodation. Internal alterations, creation of beer garden, new bin store, plant, disabled parking and associated works.
- b. **CB/14/03126/LB – The Crown Hotel, 23-25 High Street**  
As above.
- c. **CB/14/04953/FULL – Land of Baden Powell Way, Kings Reach**  
Proposed Substation.
- d. **CB/14/04976/FULL – Cherry Trees, Kitelands Road, Biggleswade**  
Part ground and new first floor extensions to the rear of Cherry Trees House to provide eight residential units (C3).
- e. **CB/15/00081/FULL – 6 Magnolia Place**  
Two storey side extension and fenestration alterations.
- f. **CB/15/00056/ADV – Potton Road, Land South of,**  
Advertisement: various signs, totem, fascia, wall mounted and post mounted sign
- g. **CB/14/04920/MW – Broom Quarry, Hill Lane, Old Warden**  
Variation of condition 3 of planning CB/13/03402/MW

*Previously went before council on 13<sup>th</sup> January 2015 where the Town Council were unclear with what the variation was trying to achieve, if the variation relating to timing or does the variation mean that reinstatement of the site will not now take place.*

*Clarification has now been received from Central Bedfordshire Council. A copy has been attached.*

## **10. ACCOUNTS**

### **a. Financial Administration**

For members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 31<sup>st</sup> November 2014
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 31<sup>st</sup> November 2014

### **b. For members to receive and adopt the following accounts:**

- i. Detailed Balance Sheet to 31<sup>st</sup> December 2014
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 31<sup>st</sup> December 2014

**11. ITEMS FOR CONSIDERATION**

**a. Bedfordshire Constabulary**

For members to receive Crime Figures from Bedfordshire Police.

**b. Improving Wayfinding and Mapping System in Biggleswade Town Centre**

Correspondents have been received from Adam Turney proposing to improve the wayfinding and mapping system in Biggleswade town centre.

Members are asked to consider Adam Turney's proposal.

**12. ITEMS FOR INFORMATION**

**a. Planning application outcomes**

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

**b. Allocations Local Plan – 'Call for Sites' and review of designations.**

Following the Town Council meeting 13<sup>th</sup> January 2015, where Council resolved that the Town Clerk write to CBC, the following correspondence had been received;

*(Quote) Thank you very much for responding to our Call for Sites process. As we are in the very early stages of this plan we have not yet drafted our site assessment criteria. Once this is done we will be consulting upon it so you will therefore have an opportunity at this stage to input into this particular process. We would indeed be happy to meet and discuss any identified sites with you and what impacts they might have on infrastructure in the town. We would also welcome your continued input once sites have been identified. Please feel free to contact us to arrange a date which is mutually convenient.*

*With regard to Biggleswade Common, it will not be possible to designate it as an Important Open Space as it does not fall within the Settlement Envelope. I do however believe that you should strongly consider putting it forward for designation as a Local Green Space. Local Green Space must be 'demonstrably special' to the local community and carries a similar strong policy protection as Green Belt. Further information on Local Green Space can be found at paragraphs 76-77 of the National Planning Policy Framework.*

*You also suggest that Biggleswade Common could be categorised as a Scheduled Monument. This District Council does not designate Scheduled Monuments. If you wish to pursue this route please contact English Heritage. The phone number for the East of England office is 01223 582700*

**c. Local Finance Settlement**

Following the Town Council meeting 13<sup>th</sup> January 2015, where Council resolved that the Town Council respond to the above consultation, the Town Council responded on the 14<sup>th</sup> January 2015 and an acknowledgement letter has been received. (Response attached to this agenda).

**d. Rose Lane Car Park**

To confirm that the Town Council signed the lease for Rose Lane car park on the 13<sup>th</sup> January 2014.

**e. Notes – CCTV Meeting 04/12/14**

Please find (attached), a copy of the notes of the CCTV meeting held on the 4<sup>th</sup> December 2014.

**13. PUBLIC OPEN SESSION**

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

## **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.

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.