

Ref: Agenda/Council271015

21 October 2015

Dear Sir/Madam

I hereby give notice that a Meeting of **Biggleswade Town Council** will take place on **Tuesday 27 October 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  
The Editor, Bedfordshire on Sunday  
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**

Michael Williams BSc, MCIHT Principal Traffic Manager, Will not be attending the meeting.

**7. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For members to receive and approve the Minutes of the Council meeting held on 13<sup>th</sup> October 2015 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. For members to receive and approve the Recommendations of the Town Centre Management meeting held on 29<sup>th</sup> September 2015 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

**8. MATTERS ARISING**

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

**9. PLANNING APPLICATIONS**

- a. **CB/15/03633/FULL – 116 Potton Road, Biggleswade**  
Erection of two dwellings and associated works following demolition of existing property and outbuildings.

**10. ACCOUNTS**

**a. Financial Administration**

For members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 30 September 2015
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 30 September 2015

**11. ITEMS FOR CONSIDERATION**

**a. Bedfordshire Constabulary**

For members to receive Crime Figures from Bedfordshire Police.

**b. Committee meeting dates for 2016/2017**

Members are asked to consider the Committee meeting dates for 2016/2017 attached to this agenda.

**c. Biggleswade Parking Proposals**

For members to consider the proposed parking restrictions within Biggleswade.

**d. Ivel Sprinter – Volunteer Bus Service: Timetable information**

The Ivel Sprinter – Volunteer Bus Service, would like to raise awareness of their operational timetable to those who perhaps are unaware of the availability to them.

They are asking Town Council for help in using any other appropriate Council controlled noticeboards to display timetables and/ or consider additional sites for timetable cases along the routes of the Ivel Sprinter, possibly joint funded.

They would be willing to meet with representatives to investigate/develop plans/proposals.

Copies of the current timetables are also attached to this agenda.

e. **Conference Microphone Systems Quotes**

For Members to consider quotes for new conference microphone systems.

Quotes are attached to the agenda.

Quote A	Quote B
£3053.50	£2388.00

f. **External Audit for the year ended 31 March 2015**

For members to receive and adopt the annual return, attached to this agenda.

g. **Commons Registration Act 1965 – Biggleswade Common Unit – Transfer of Right**

Attached to the agenda is a formal notice of application for the transfer of a right of common at Biggleswade Common.

Upon the expiration of 40 days from the date of the notice Central Bedfordshire Council will further consider the application and any written representations which it may receive. If Central Bedfordshire Council considers the application well founded the necessary amendment to the register will then be made.

h. **Standing Orders**

A proposal from Councillor Hazel Ramsay to amend standing order 16a to read;

To receive and record apologies from members not able to be present and to note absent members from whom no apology has been received.

i. **Standing Orders**

Adjourned from the Town Council meeting 13th October 2015, Cllr F Foster proposes that Standing Order 16, subsections (e) and (n) be revised by the addition of the words in italics:

e) To adjourn for a period of up to 15 minutes for the public to put questions through the Chairman relating to matters listed on the agenda. Each speaker will be allowed (one) three minute slot and will give their name to the chairman prior to speaking *and that their name is recorded in the minutes.*

n) To adjourn for a period of up to 15 minutes for the public to put questions to the Chairman, each speaker will be allowed (ONE) three minute slot and will give their name to the Chairman prior to speaking *and that their name is recorded in the minutes.*

j. **Quotes for Christmas Fair Sound and Lights**

For Members to consider quotations and an offer of sponsorship for the provision of Sound and Lights for the performances on stage at the Christmas Fair. In addition to speakers located by the stage, contractors have also been asked to quote for additional 'delay' speakers in the centre of the Market Square to enable the sound to carry more effectively throughout the event, as well as stage lighting.

Quotes are attached to the agenda.

Quote A	Quote B	Quote C*
£3780.00	£2450.00	£1980.00

\* An offer of sponsorship has been received from the company providing Quote C to supply the equipment free of charge and reducing the invoiced cost to £360.00.

**k. Dan Albone – Art Feature**

A request has been received from BRCC asking the Town Council to take ownership of the proposed art feature for Dan Albone car park for the purposes of Public Liability Insurance,(request attached).

**12. ITEMS FOR INFORMATION**

**a. Planning application outcomes**

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

**b. Local Public Consultation – Definitive Map of Public Rights of Way**

Central Bedfordshire Council have created a Definitive Map for the formerly excluded area of Central Biggleswade.

Correspondence is attached.

**13. PUBLIC OPEN SESSION**

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

**14. 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.

Recommendations TCM – (A Boards).

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.