

Ref: Agenda/Council080414

2 April 2014

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 8 April 2014** 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**

Tony Keaveney – Assistant Director Housing Services - CBC – re Housing Allocations in Central Bedfordshire

### **6. MEMBERS QUESTIONS**

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

- a. For Members to receive and approve the minutes of the Council meeting held on 25 March 2014 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

**8. MATTERS ARISING**

- a. From Council meeting held on 25 March 2014

**9. PLANNING APPLICATIONS**

- a. **CB/14/0067/RM – Land South Of Potton Road**  
Reserved Matter: following outline application MB/03/01205/OUT to land parcels 1 and 10, including adjacent Block 46 of development south of Potton Road, Biggleswade consisting of residential development for 288 new dwellings and associated areas.
- b. **CB/14/00999/FULL – 19 Courtlands Drive**  
Proposed boundary fence
- c. **CB/13/03979/FULL – 4 Apollo Gardens**  
Retrospective: Convert garage to living accommodation.
- d. **CB/14/01103/FULL – 476 Kitelands Road**  
Ground Floor rear extension & ground/first floor extension to side.

**10. ITEMS FOR CONSIDERATION**

a. **Biggleswade Parking Study**

In 2013 CBC commissioned a parking study from Parsons Brinckerhoff focussed on Biggleswade town centre and surrounding areas within 10 minute walking distance from Biggleswade Rail Station. The purpose of the study was to fully understand how on street and off street car parking was being used to inform a future parking management plan.

A range of surveys was carried out as well as analysis of parking data such as the issue of penalty charge notices and modelling of off street car parks to inform this work. A workshop was also held with members of Biggleswade Town Council to consider some initial suggestions on strategy. As CBC controls on-street parking and Biggleswade Town Council controls off street parking, it is essential to work closely together to develop a future parking strategy, which can be jointly delivered.

Following the work of the Town Council on a range of detailed proposals for improving car parking management, it is necessary to extend the original study to consider and model these proposals fully. To carry out this additional work there are additional fees (totalling £6,000) on top of the fees already paid by CBC. As we believe this is very much a joint project, and in keeping with similar projects in Leighton Buzzard and Houghton Regis, CBC would like to enquire whether Biggleswade Town Council wishes to contribute towards this final stage of the project. The contribution would be at the discretion of the Town Council with Central Beds Council providing the balance to ensure that the project is brought to a satisfactory conclusion.

CBC considers that the next and final stages of the parking study are:

- Town Council Parking Strategy review – April
- Modelling of car parking usage/changes resulting from implementation of Town Council parking strategy document – April (report issued)
- Final option selection – May
- Finalisation of parking study and parking management plan/parking strategy – June (report issued)

Members are asked to consider the proposed time table and a contribution towards the modelling of a range of detailed proposals for improving car park management.

**b. Meeting with Alistair Burt MP – Saturday May 17 2014**

Alistair Burt MP would like to invite representatives of Biggleswade Town Council to attend a meeting on Saturday 17 May, 10am-12noon, at Cople Village Hall, Grange Lane, Cople, Beds MK44, for a discussion of local concerns of mutual interest.

The meeting will be for Chairman, Clerks, and members of Parish and Town Councils.

Members are asked let Alistair Burt's office know (alistair.burt.mp@parliament.uk) if they would be able to attend and if there are any specific issues they would like to be raised

**c. Consultation with Town and Parish Councils on Dog Control Orders**

A copy of the above document and questionnaire is attached to this agenda for Members consideration.

**11. ITEMS FOR INFORMATION**

**a. Proposed Temporary Road Closure – B658 Stanford Road, Southill**

AMEY on behalf of CBC, has informed Town Council of a proposed temporary road closure of the B658 Stanford Road, Southill, for 2 days from 16 April to 17 April to enable carriageway patching and surface dressing works to be carried out in safety.

A copy 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.

**Exempt Item 14a + 14b (Staff) 14c (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.