

MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 25th JULY AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD BIGGLESWADE

Present: Cllr PF Vickers (Chair), Cllr BV Briars, Cllr Mrs H Ramsay, Cllr Mrs MA Russell, Cllr RGC Skinner, Cllr MD Thomas, Cllr GED Wilson, Cllr TP Woodward
Mrs DA King - Town Clerk
Mrs M Chaplin - Admin Assistant
Mr Derek Kemp - RBS Accounting
Members of the Public - 1

1. APOLOGIES

Apologies were received from Cllrs Mrs ME Bracey, Ms R Kerfoot, DJ Lawrence, Mrs JG Lawrence, PR Rook, Mrs WP Smith, D Smith and PC D Needham.

2. DECLARATION OF INTERESTS (35/06)

Cllr PF Vickers registered an interest as a member of the District Council Development Control Committee in respect of planning applications listed on the agenda.

Cllr Mrs MA Russell registered a non-pecuniary interest in Item 8i listed on the agenda, as Chair of Governors at Stratton Upper School.

3. TOWN MAYOR'S ANNOUNCEMENTS (36/06)

Cllr Vickers informed members that Cllrs D Smith and Mrs WP Smith were unable to attend the meeting due to a bereavement in their family.

Cllr Vickers requested that, due to Mr Kemp's other work commitments, Item 9a listed on the agenda would be considered as the next item. This was unanimously agreed.

Cllr Vickers informed members that during August, remedial work is to be carried out on the parking bays in front of Boots the Chemist in the Market Square. Depending on the size of the Market on Saturdays, it may be necessary to relocate some stalls to the White Hart car park. Members agreed to this arrangement.

4. ACCOUNTS (37/06)

a. Accounts for the year ended 31st March 2006

The Clerk distributed additional accounts summaries to those present. Mr Kemp explained that, for the last 3 years prior to this year, the accounting regulations required us as a larger Town Council to prepare accounts in accordance with the Statement of Recommended Practice. Effective from 1st April 2006, the rules changed and for all accounting periods for which accounts had been completed by April 2006 a larger local council is defined as having Income and Expenditure over £1 million for the current year and each of the past 2 years. This effectively drops the Town Council out of compliance with the Statement of Recommended Practice.

RBS, in addition to NALC, have advised all their clients that they should continue to prepare the accounts on essentially the same basis. However, it does give an element of leeway in that the major area of "Capital Charges" is now omitted.

Mr Kemp referred members to the following:-

Page 6 of the Accounts, as the original "Transfer from Asset Management" is now renamed "Interest Payable".

Page 14 "Audit Fees" – have not yet had bill for the 2005 Audit and have estimated it will be in the region of £3500. Fee is now fixed at only £2000.

In addition to the Statement of Accounts, Mr Kemp urged members to adopt the additional figures to be incorporated in the Annual Return and adopt the Annual Return by 31st August 2006 if possible..

Page 7 of the main set of Accounts - Nett cost of services increased by under £50,000. However, an extra £30,000 had been spent on Recreation & Sport and £28,000 on Community Development.

The surplus for the year was £100,000 which was money budgeted for the Magistrates' Court but not spent before the end of March. Members' were warned to expect a deficit next year.

Page 8 – the Town Council's fixed assets increased by £500,000. Negative figures represent Capital Receipts.

It was **RESOLVED** that the Town Council:-

- a) Adopt the Statement of Internal Control
- b) Adopt the additional figures distributed at the meeting and attached to these minutes
- c) Adopt the Accounts for year 2005/2006

5. PUBLIC OPEN SESSION (38/06)

There were no matters discussed during the public open session.

6. BEDFORDSHIRE CONSTABULARY (39/06)

It was agreed that the Clerk would distribute copies of PC Needham's report to members.

7. MINUTES OF MEETINGS (40/06)

- a. Members received and adopted the Minutes of the Personnel Committee held on Monday 26th June 2006 at the Offices of Biggleswade Town Council , The Old Court House, Saffron Road, Biggleswade.
- b. Members received and adopted the Minutes of the Town Council Meeting held on Tuesday 27th June 2006 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- c. Members received and adopted the Minutes of the Planning Committee Tuesday 11th July 2006 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. MATTERS ARISING (41/06)

- a. Minutes of the Personnel Committee held on Monday 26th June 2006
There were no matters arising.
- b. Minutes of the Town Council Meeting held on Tuesday 27th June 2006
Page 4, Item 10a: Biggleswade Town Centre Maintenance
Cllr Skinner asked if any feedback had been received from MBDC regarding the above. The Clerk reported that a meeting was due to be held on Wednesday 26th July to discuss the matter in more detail.
- c. Minutes of the Planning Committee held on Tuesday 11th July 2006
Page 1, Item 4c: 06/01085/OUT – Land at London Road Retail Park, Biggleswade
Cllr Briars asked if further information had been received from MBDC regarding the Town Council's holding objection. The Clerk stated that as no response had been received, the matter would be chased up.

9. PLANNING APPLICATIONS (42/06)

- a. **06/00978/FULL – 2 Kittiwake Close, Biggleswade**
Full: Raising the pitched roof and one large dormer window to rear.

It was **RESOLVED** that the Town Council raise no objection to this application provided the neighbours are consulted and that any comments they may make are considered by MBDC in their deliberations. In addition, the District Council is to ensure that their guidelines on the size of the proposed extension to the principle dwelling are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

b. 06/01056/FULL – Ballard and Tucker, Saffron Road, Biggleswade

Full: Front entrance with internal stair.

It was **RESOLVED** that the Town Council raise no objection to this application, but hope that provision for disabled access is taken into account.

c. 06/01090/FULL – 28 Courtlands Drive, Biggleswade

Full: Conservatory to rear elevation.

It was **RESOLVED** that the Town Council raise no objection to this application provided the neighbours are consulted and that any comments they may make are considered by MBDC in their deliberations. In addition, the District Council is to ensure that their guidelines on the size of the proposed extension to the principle dwelling are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

d. 06/01100/FULL – 93 Dells Lane, Biggleswade

Full: Replacement garage with integral shed/store area.

It was **RESOLVED** that the Town Council raise no objection to this application.

e. 06/01111/FULL – 76 Potton Road, Biggleswade

Full: Two storey side/rear extension and front porch.

It was **RESOLVED** that the Town Council raise no objection to this application provided the neighbours are consulted and that any comments they may make are considered by MBDC in their deliberations. In addition, the District Council is to ensure that their guidelines on the size of the proposed extension to the principle dwelling are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

f. 06/01189/FULL – 170 Drove Road, Biggleswade

Full: Conservatory to rear.

It was **RESOLVED** that the Town Council raise no objection to this application provided the neighbours are consulted and that any comments they may make are considered by MBDC in their deliberations. In addition, the District Council is to ensure that their guidelines on the size of the proposed extension to the principle dwelling are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

g. 06/01112/FULL – 19 Jasmine Close, Biggleswade

Full: Single storey rear extension.

It was **RESOLVED** that the Town Council raise no objection to this application provided the neighbours are consulted and that any comments they may make are considered by MBDC in their deliberations. In addition, the District Council is to ensure that their guidelines on the size of the proposed extension to the principle dwelling are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

h. 06/01121/SE73 – The Old Bakery, 64 Shortmead Street, Biggleswade

Section 73 Determination: Variation of Condition 1 (duration of consent) attached to planning permission 01/00542 dated 19/09/03 for erection of detached dwelling and double garage.

It was **RESOLVED** that the Town Council raise no objection to this application.

i. BC/CC/2006/33 – Stratton Upper School, Eagle Farm Road, Biggleswade

Proposal: Installation of a double temporary classroom unit to provide an IT Suite and classroom.

It was **RESOLVED** that the Town Council raise no objection to this application.

j. 06/01182/TPO – Biggleswade United Football Club, Biggleswade

Tree Preservation Order: Fell 1 English Oak and remove branches and deadwood of 1 Hornbeam and 5 Limes.

It was **RESOLVED** that the Town Council raise no objection to this application.

It was agreed that the Works Manager obtain a suitable tree to be planted in another area of Fairfield.

10. ACCOUNTS (43/06)

b. Financial Administration

Members received and adopted the following accounts for June:

- i. Detailed Balance Sheet to 30th June 2006.
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 30th June 2006.

11. ITEMS FOR CONSIDERATION (44/06)

a. Fairfield Recreation Ground – 1st Meadow

Members' discussed the matter of locking the double gates to alleviate the problem of nuisance youths driving over the Recreation Ground.

It was **RESOLVED** that the quotation obtained by the Works Manager for a pedestrian gate be approved and the gate installed.

It was also agreed that the situation be monitored for vandalism.

With regards to the replacement of a section of boundary fencing between a neighbouring property and Fairfield Road, it was **RESOLVED** that 3 quotations be obtained for fencing.

12. ITEMS FOR INFORMATION (45/06)

a. Planning Decisions

It was **RESOLVED** that items i. to v. listed on the agenda be noted.

b. Report on Progress of Outstanding Matters

- i. Bonds Lane
Nothing to report.
- ii. Eagle Farm Road Development
The Clerk reported that the Changing Rooms are now complete. An inspection is due to take place in the next week before the site is handed over.
- iii. Saxon Gate Community Centre
Nothing to report.

13. PUBLIC OPEN SESSION (46/06)

There were no matters discussed during the public open session.

14. CONFIDENTIAL BUSINESS (47/06)

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

a. Biggleswade Town Football Club