

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 22<sup>nd</sup> AUGUST AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD BIGGLESWADE**

**Present:** Cllr Mrs WP Smith (Chair), Cllr BV Briars, Cllr Ms R Kerfoot, Cllr PR Rook, Cllr Mrs H Ramsay, Cllr Mrs MA Russell, Cllr RGC Skinner, Cllr D Smith, Cllr MD Thomas, Cllr PF Vickers, Cllr GED Wilson  
Mrs DA King - Town Clerk  
PC Ian Wilson - Bedfordshire Police  
Laura Hutchison - Biggleswade Chronicle

**1. APOLOGIES**

Apologies were received from Cllrs DJ Lawrence, Mrs JG Lawrence and TP Woodward.

**2. DECLARATION OF INTERESTS (49/06)**

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

**3. TOWN MAYOR'S ANNOUNCEMENTS (50/06)**

**a. Estate Walkabout – Howard Cottage Housing Association**

Cllr Mrs Smith informed members that the Town Council had been contacted by Mr Cliff Johnson, the Rural Housing Officer for Howard Cottage Housing Association, regarding an invitation for a Town Council to attend their Walkabout in Biggleswade on Tuesday 5<sup>th</sup> September 2006 between 10.00 a.m. and 1.00 p.m. Cllr Mrs Smith asked members to inform the Clerk as soon as possible if they wished to attend.

**b. Bedfordshire Association of Town & Parish Councils – Annual General Meeting**

Cllr Mrs Smith informed members that the Town Council have been contacted by Louise Ashmore of the BATPC regarding 2 items for their Annual General Meeting, which is being held on Wednesday 25<sup>th</sup> October 2006 at 7.30 p.m. at Cranfield Village Hall:-

1. Election to County Committee

2006 is election year, and the BATPC is requesting nominations to the Committee. The Committee is made up of 7 members from each of the 3 districts in Bedfordshire. Those elected are there to represent the views of their district rather than just those of their town council. The Committee meets 4 times a year in Cardington. Nominations are to be submitted by 22<sup>nd</sup> September latest.

It was agreed that Cllr Mrs WP Smith be nominated to the Committee.

2. Resolutions for Debate at AGM

Cllr Mrs Smith also asked members to submit resolutions for debate at the forthcoming AGM to the Town Clerk, on matters that are of county-wide relevance. Resolutions for consideration must be submitted by 11<sup>th</sup> September latest, and will require a seconding council.

**4. PUBLIC OPEN SESSION (51/06)**

There were no matters discussed during the public open session.

## 5. **BEDFORDSHIRE CONSTABULARY (52/06)**

PC Wilson reported that there had been a significant decrease in crime figures for August. However, there were still a number of thefts of Satellite Navigation systems from motor vehicles in the "hot spot" areas.

PC Wilson updated members on 2 incidents in the town:-

- On Sunday 20<sup>th</sup> August, an arrest took place at Sainsbury's for possession of a firearm (an air pistol) with intent to threaten/commit violence.
- Following on from last year's public disorder offence at the Hopvine PH, all those charged will receive custodial sentences.

PC Wilson showed members a map of the new area to be covered by Biggleswade Police following re-organisation, which includes Langford, Henlow, Arlesey, Stotfold, Old Warden, Broom, Stanford, Southill and Ireland. It is anticipated that the Biggleswade team, which will be Inspector-led, will take on these areas in the next few months.

PC Wilson also reported that the Police and the Fire Investigation Team are investigating the fire at The Black Bear PH site as arson.

Cllr Vickers asked if any further information had been obtained on the stability of the building. PC Wilson stated that the building will have to be demolished.

Cllr Wilson, in relation to the new areas to be covered by Biggleswade Police, asked if there would be an increase in the number of Police Officers, rather than PCSOs. PC Wilson confirmed that there would be increase in Police Officers.

Cllr Thomas asked if a date for demolishing the Black Bear PH had been agreed and if so, could local businesses and residents be informed. PC Wilson confirmed that he would liaise with the Fire Safety Team on this matter.

Cllr Vickers asked if, following re-organisation, there would be enhanced hours at the Police Station when Officers would be available to the public. PC Wilson was unable to confirm this, but that if the Town Council wished to pursue the matter further, then to liaise with Inspector Maries.

## 6. **MINUTES OF MEETINGS (53/06)**

- a. Members received and adopted Minutes of the Town Council Meeting held on Tuesday 25<sup>th</sup> July 2006 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, London Road, Biggleswade.
- b. Members received and adopted Minutes of the Planning Meeting held on Tuesday 8<sup>th</sup> August 2006 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

## 7. **MATTERS ARISING (54/06)**

- a. Minutes of the Town Council Meeting held on Tuesday 25<sup>th</sup> July 2006  
There were no matters arising
- b. Minutes of the Planning Meeting held on Tuesday 8<sup>th</sup> August 2006  
There were no matters arising

## 8. **PLANNING APPLICATIONS (55/06)**

- a. **06/01237/FULL – 192 Drove Road, 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.

**b. 06/01256/FULL – Building to the Rear of 6 Station Road, Biggleswade**

Full: Conversion of barn to form a one bedroom flat.

It was **RESOLVED** that the Town Council **OBJECT** to this application as it is in an extremely poor location. represents an over-development of the site, has no parking facilities and there are no amenities whatsoever for the resident(s) of the proposed property.

**c. 06/01270/FULL – 1 Auckland Road, Biggleswade**

Full: Two storey side and 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.

A District Councillor was asked to ensure that Agenda Item 8c goes forward to the District Development Control Committee if recommended for approval.

**d. 06/01192/FULL – Brunswick House, Rose Lane, Biggleswade**

Full: Construction of 15 no. one bed and two bed flats as category 1 sheltered accommodation and House Manager's office following demolition of existing dwelling. Revised scheme to that previously allowed on appeal ref: 04/02023/FULL dated 03.04.06 to incorporate dormer window to flats 9 (north elevation) and 14 (west elevation) and two further dormer windows and rooflight to flat 14.

It was **RESOLVED** that the Town Council defer this item until further information is received, when it will be considered at the Planning Committee to be held on Tuesday 12<sup>th</sup> September 2006.

**9. ACCOUNTS (56/06)**

**a. Financial Administration**

Members received and adopted the following accounts for July:

- i. Detailed Balance Sheet to 31<sup>st</sup> July 2006.
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 31<sup>st</sup> July 2006.

**10. ITEMS FOR CONSIDERATION (57/06)**

**a. Alterations and Upgrading to the Old Magistrates' Court, Biggleswade**

Members considered correspondence from Levitt Partnership following the recent rainwater ingress through the ceiling in the call centre area and subsequent inspection.

Levitts are now suggesting that we consider repairing the roof, with the works to be carried out by the current contractor for the refurbishment.

It was **RESOLVED** that a variation to the contract be placed by Levitts for this work to be carried out.

**b. Fire Risk Assessment/Fire Alarm Maintenance**

Members considered correspondence from Kidde Fire Protection Services, following their recent site survey of the Town Council building.

The Fire Precautions (Workplace) Regulations as amended in December 1999 require that employers undertake a risk assessment of the workplace to determine whether employees are adequately protected from the risk of fire. Kidde Fire Protection Services have provided a quote for Risk Assessments for all of the sites owned by the Town Council and a quote for System Maintenance.

It was **RESOLVED** that the quotes for Risk Assessments and System maintenance be approved.

c. **Biggleswade Churches Together**

The Town Council considered correspondence from Biggleswade Pentecostal Church, on behalf of Churches Together, requesting permission to hold an open air service in the Market Square on Sunday 3<sup>rd</sup> September 2006 from 6.00 p.m. to 7.00 p.m. and for access to the electrical supply.

It was **RESOLVED** that this request be approved.

d. **Ceroc Central**

The Town Council considered correspondence from Ceroc Central, requesting permission to hold dance demonstrations in the Market Square on Saturday 26<sup>th</sup> August and Saturday 2<sup>nd</sup> September 2006.

It was **RESOLVED** that the Market Superintendent liaise with Ceroc Central with regards to a suitable area and demonstration times and that the White Hart Car Park be made available if insufficient space within the Market Square.

e. **Bedford College Student Achievements Ceremony 2006**

The Town Council considered correspondence from Bedford College asking if the Town Council would consider sponsoring the student awards at their Year 2006 event. Last year, Members donated £50.00 to the event.

It was **RESOLVED** that the Town Council donate £50.00 to the event.

f. **Remedial Tree Work**

Members considered the remedial tree work required:-

Drove Road Cemetery

Removal of dead Yew, Pollard Horse Chestnut to boundary, dress Yews to boundary to clear buildings, the cost of which will be £750.

Kitelands

Reshape and undertake crown thin to clear boundaries of 1Ash, 2 Sycamores and 1 Prunus at a cost of £825.

It was **RESOLVED** that this remedial work is agreed, on the proviso that any trees removed as part of the work is replaced elsewhere.

g. **Walkabouts – 1<sup>st</sup> & 15<sup>th</sup> August 2006**

Members considered the information notes on the above walkabouts.

Kitelands

The Clerk updated members at the end of the meeting on the circumstances regarding the request by a resident of Holme Court Avenue to install an access gate.

It was **RESOLVED** that the recommendation for an access gate be approved.

11. **ITEMS FOR INFORMATION (58/06)**

a. **Planning Decisions**

It was **RESOLVED** that item i. 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 Recreation Area was due to be handed over to the Town Council on 23<sup>rd</sup> August 2006.
- iii. Saxon Gate Community Centre  
Nothing to report.

**c. Land East of Biggleswade – A1 South Junction**

The Town Council considered correspondence from the Highways Agency and Mr Alistair Burt MP, in response to our letters of 28<sup>th</sup> June 2006 regarding the above.

It was **RESOLVED** that a response be sent to the Highways Agency re-iterating their comments made in letter of 28<sup>th</sup> June and that the Town Council still maintain that the present roundabout should remain as it is now and the funding remain in bond until a better solution is found.

**d. Application by Boots the Chemists Ltd for a change of premises from 9-10 Market Square, Biggleswade to the Proposed Health Centre at the junction of Saxon Drive and Foxglove Drive, Biggleswade**

The Town Council considered correspondence from the Bedfordshire Heartlands Primary Care Trust in response to our letter of 19<sup>th</sup> June regarding the above.

It was **RESOLVED** that the Town Council continue to oppose this application as it is considered premature.

**12. PUBLIC OPEN SESSION (59/06)**

There were no matters discussed during the public open session.

**13. CONFIDENTIAL BUSINESS (60/06)**

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. Walkabout**