

MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 11 JUNE 2013 AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD BIGGLESWADE

Present: Cllr Mrs H Ramsay (Chair), Cllr S Watkins, Cllr I Bond, Cllr M North, Cllr Mrs W Smith, Cllr Mrs J Lawrence, Cllr D Lawrence, Cllr D Albone, Cllr B Briars, Cllr B Rix, Cllr T Woodward
Rob McGregor – Town Clerk
Sue Crowther – Administrative Assistant
Members of the public

1. APOLOGIES

Apologies were received from Cllr Mrs M Russell, Cllr R Skinner and Cllr G Wilson

2. DECLARATION OF INTERESTS

- (a) Disclosable Pecuniary Interests in any agenda item – none declared
- (b) Non-pecuniary interests in any agenda item – Cllr Mrs J Lawrence and Cllr D Lawrence declared an interest in items 8d and 8e (planning applications) as listed on the agenda.

2c. Town Mayor's announcements

The Town Mayor announced that she had attended the Ivel Valley School celebratory event last week with Cllr Bernard Rix and Cllr Mrs W Smith that she had also attended the Ceremony of Beating the Retreat with Cllr M Russell on 8 June.

The Mayor said that Town Council and CBC were aware, and are dealing with, the Gypsy caravans that had arrived up at the Saxon Pool car park and the field next door.

3. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

4. INVITED SPEAKER

There was no invited speaker.

5. MEMBERS QUESTIONS

Cllr B Briars asked if Town Council had any answers regarding the lowering of the streetlights on London Road as the work should have been completed by the end of June and as yet hasn't been started.

6. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. Members received and approved the Minutes of the Annual Statutory meeting held on 14 May 2013 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

b. Provisional Minutes of the Joint Committee meeting held on 17 April 2013

Members received provisional minutes of the Joint Committee meeting held on 17 April 2013.

- c. Members **approved the recommendations** of the Finance & General Purpose committee held on 21 May 2013.

Items as listed on the F&GP agenda:

6) ITEMS FOR CONSIDERATION

a) Financial Risk Assessment and Review

For members to consider and review the Financial Risk Assessment.

Cllr B Rix felt that additional information was required on the assessment to include the impact, ownership and further actions.

The amended risk assessment will go forward to the next meeting of the Finance and General Purposes Committee 16th July 2013.

b) Public Liability

For members to consider and review the Public Liability Insurance featured on page 5 of the Insurance Policy.

Members **RECOMMENDED** that the internal auditor comment on the level of public liability.

c) Fidelity Insurance

For members to consider and review the level of Fidelity Insurance featured on page 12 of the Insurance Policy.

Members **RECOMMENDED** the level of Fidelity Insurance remain at the current level.

d) Insurance Policy

For members to consider the Town Councils Insurance Policy to determine that cover is appropriate.

Members **RECOMMENDED** that the insurance cover is appropriate.

e) Treasury Deposits

As a result of the Treasury Management Policy adopted last year, the Town Council has earned £12,750 interest to March 2013, compared to £454 the year before.

The figures ending March 2014 are not expected to be as good as 2013.

Members noted this item.

f) Treasury Management Policy

Members are asked to consider allowing Council funds to be invested in Treasury Deposits with other banks, e.g. Co-op Bank deposit rate is currently 50% higher than NatWest.

Members **RECOMMENDED** to amend the treasury management policy; not to restrict investment to the Nat West; to allow investment with any U.K based Bank endorsed by the Regulatory Authority.

7. MATTERS ARISING

- a. Minutes of the Annual Statutory meeting held on 14 May 2013 - none

8(i) PLANNING APPLICATIONS

a. CB/13/01322/FULL – 30 Rose Lane, Biggleswade

Ground floor side & 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 CBC in their deliberations. In addition, the 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. CB/13/01623/FULL – 15 Market Square, Biggleswade

Proposed new plant equipment with hit & miss timber fencing surround.

It was **RESOLVED** that Town Council raised no objection to this planning application.

c. CB/13/01833/FULL – 192 London Road, Biggleswade

Single Storey rear extension

It was **RESOLVED** that Town Council raised no objection to this planning application.

- d. **CB/13/01786/VOC – Beaumont Park Nursing Home, Shortmead Street, Biggleswade**
Variation of Condition on planning permission CB/11/03409/FULL dated 23/12/2011. Condition no 10 to be varied to: Drawings 1409-101 & 1409-102A & 1409-103 to supersede drawings 1409-03C & 1409-04 & 1409-05.

It was **RESOLVED** that Town Council raise no objection to this planning application **BUT** request that no more trees are removed.

- e. **CB/13/01798/FULL - Beaumont Park Nursing Home, Shortmead Street, Biggleswade**
Proposed Ramped Disabled Access to Main Building

It was **RESOLVED** that Town Council raised no objection to this planning application.

8(ii) **Financial Administration**

Members received and adopted the following accounts:

- i. Detailed Balance Sheet to 31 March 2013
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 31 March 2013

9. **ITEMS FOR CONSIDERATION**

a. **Police Report – Council Agendas**

For a number of years Council agendas have traditionally made provision on the Agenda for a Police report; while this may have been appropriate in the past, the Police structure has changed over the years and it is difficult for a representative of the Police to attend regular monthly Council Meetings.

Council currently receive crime figures monthly; occasionally a P.C.S.O will attend to read the crime figures and answer questions.

Members were asked to consider that the item **Police Report** is removed from the agenda and replaced with **Crime Figures** for the month ending; crime figures will reflect the crime on a street by street basis; the Police Sergeant is provided with a list of Council dates and will notify the Clerk in advance when he is available to attend Council; the P.C.S.O will no longer attend Council.

It was **RESOLVED** that the Police report is removed from the Council agenda; **Crime Figures** for the month ending will now replace this item.

b. **Police Liaison Councillor**

Members considered appointing a Police Liaison Councillor who will meet monthly with the Local Police Sergeant.

The meetings will consider questions or concerns raised by Councillors; questions will be around local policing, antisocial behaviour, local intelligence, issues affecting Biggleswade and updates from the local Police on any initiatives.

Any questions raised by Councillors should also be submitted to the Town Clerk to ensure that issues are not duplicated.

Questions on Police policy, Police structures or Police strategy will be referred to Police Headquarters.

The Town Clerk will continue to liaise with the Police on day to day issues and will continue to raise issue through the Community Safety Tasking Group at Central Bedfordshire Council.

It was **RESOLVED** that Cllr G Wilson be appointed Police Liaison Councillor.

c. **Gypsy and Traveller Local Plan – Formal Consultation – Monday, 20 May 2013 – 5pm, Monday 1 July 2013**

CBC is seeking Town Council views on the Draft Gypsy and Traveller Local Plan which sets out how the needs of the Travelling and Travelling Showpeople will be met in area until 2031.

The Plan specifies the number of Gypsy and Traveller pitches and Travelling Showpeople plots required and identifies potential sites to meet this need. It also outlines the planning policies against which all planning applications for Gypsy and Traveller and Travelling Showpeople sites will be assessed.

Following this consultation, the Gypsy and Traveller Plan, supporting evidence and all comments and feedback received during this consultation will be submitted to the Secretary of State in October 2013.

Members were asked to comment.

It was **RESOLVED** that Town Council support the location for Site 82, but request that Site 55 is moved back to its original location.

10. **ITEMS FOR INFORMATION**

a. **Addition of house name: Riverford House to 25 Shortmead Street, Biggleswade**

CBC has notified Town Council that the above mentioned property has the addition/change of a house name as show below:

Riverford House, 25 Shortmead Street, Biggleswade

It was **RESOLVED** that this be noted.

b. **Biggleswade History Society Newsletter**

A copy of the Biggleswade History Society Newsletter is attached to this agenda.

It was **RESOLVED** that this be noted.

c. **Appeal Decision**

CB/1204402/FULL – 5 Apollo Gardens, Biggleswade

Conversion of part of garage (retrospective)
Refused by Town Council 22 January 2013

The applicant lodged an appeal.

This has been refused by the Planning Inspectorate as the scheme would lead to the loss of one useable parking space in the area leading to increased pressure on street parking within the estate.

A copy was attached to the agenda.

It was **RESOLVED** that this be noted.

d. **Proposed Temporary Road Closure – B1042 Potton Road**

CBC notified Town Council of a proposed temporary road closure of the B1042, 200m either side of the RSPB centre on Saturday 15 June – 0800hrs to 1000hrs to enable Lining and Stud Replacement work to be carried out in safety.

It was **RESOLVED** that this be noted.

e. **Thank you letters**

Thank you letters have been received from the following recipients of the Town Council Community Grants:

Biggles FM, New Horizon Club, Friends of Abbotsbury

It was **RESOLVED** that this be noted.

11. PUBLIC OPEN SESSION

MOP 1, a resident of Palace Street, said that the new restaurant in Foundry Lane actually has the incorrect address of 28 Palace Street. Their delivery lorries are following their Sat Navs are all turning into Palace Street, and are blocking the road while they look for the restaurant.

Cllr Mrs H Ramsay said that Town Council would see what could be done about correcting local maps etc.

12. EXEMPT ITEMS

There were no exempt items.

