

**MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING**  
**HELD ON TUESDAY 11 OCTOBER 2016**  
**AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE,**  
**4 SAFFRON ROAD, BIGGLESWADE**

**PRESENT:**

Cllr D Albone (Chair)  
Cllr P Biernis  
Cllr I Bond  
Cllr B Briars  
Cllr F Foster  
Cllr M Foster  
Cllr J Medlock  
Cllr M North  
Cllr Mrs H Ramsay  
Cllr Mrs M Russell  
Cllr D Strachan

Mr R McGregor – Town Clerk, Biggleswade Town Council  
Mrs J Durn – Administrator, Biggleswade Town Council

Members of Public – 5

**A11/1001     1.     APOLOGIES FOR ABSENCE**

Cllr B Rix, Cllr T Woodward.

**ABSENT WITHOUT APOLOGIES**

Cllr Ms R Kerfoot, Cllr S Watkins.

**A11/1002     2.     DECLARATIONS OF INTEREST**

To receive Statutory Declarations of Interests from Members in relation to:

- A1002.1     **a.**     Disclosable Pecuniary interests in any Agenda item - None
- A1002.2     **b.**     Non-Pecuniary interests in any Agenda item – Item 10a: Cllr F Foster,  
Item 10a & b: Cllr Mrs M Russell.

**A11/1003     3.     TOWN MAYOR’S ANNOUNCEMENTS**

The Mayor attended Kempston Civic Reception on Saturday 8 October where funds were raised for Keech Hospice and Support for Victims of Road Accidents.

**A11/1004     4.     PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the Minutes, unless that person requests otherwise. Each Speaker will be allowed (one) three-minute slot.

There were no questions.

**A11/1005 5. INVITED SPEAKERS**

There were no invited speakers.

**A11/1006 6. MEMBERS QUESTIONS**

- A1006.1 a. Cllr D Strachan asked if there was an update from CBC with regard to the situation on bridge repairs and the reported overspend.

The Town Clerk has received no information regarding an overspend. However, after being made aware by an article in the Biggleswade Chronicle concerning bridge repairs, the Town Clerk has contacted CBC Highways who informed him that work will be taking place, as quoted in the newspaper article. It will take place over two days and will be undertaken at night-time. The bridge will not be closed during the day.

Members felt that this question should be raised at the BJC, as it was not acceptable for the Town Council not be informed directly. They were also disappointed that a further article giving information about parking and bridge works quoted the wrong information.

**A11/1007 7. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- A1007.1 a. Members received the Minutes of the Town Council Meeting held on 27 September 2016 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

- A1007.2 b. Item B0911.5, e: Entrances to Biggleswade: Cllr M North would like the Minutes to record that following investigation on ownership of the land in question by the Town Clerk, this item will be put on the Town Centre Management (TCM) Agenda for discussion at the next meeting of the TCM on 15 November 2016.

Following this amendment, the Minutes will be signed.

**A27/0908 8. MATTERS ARISING**

From the Minutes of the Town Council Meeting held on 27 September 2016:

There were no matters arising.

**A11/1009 9. PLANNING APPLICATIONS**

- A1009.1 a. **CB/16/04183/FULL – 21 Maskin Drive, Biggleswade**  
Erection of a pvcu conservatory to the rear of the property.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, providing neighbours are consulted and any comments they may make are to be 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.

- A1009.2**      **b.**      **CB/16/04156/FULL – 20 & 21 Market Square, Biggleswade**  
Change of use: Front first & second floor Area from Ancilliary Retail (A1) to residential (C3) to form 3 flats.

This application was considered by Town Council on 26 January 2016:

***CB/16/00022/FULL – 20 and 21 Market Square, Biggleswade***  
*Change of use to a first and second floor retail (A1) unit to 6 residential flats (C3).*

*It was **RESOLVED** that the Town Council **OBJECT** to this Planning Application on the grounds of overdevelopment and the lack of off-street parking.*

*This application was withdrawn on 15 February 2016.*

It was **RESOLVED** that the Town Council **OBJECT** to this Application, on the grounds of the lack of off-street parking.

- A1009.3**      **c.**      **CB/16/04235/FULL – 1 Chestnut Avenue, Biggleswade**  
Erection of conservatory to rear elevation (retrospective)

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, providing neighbours are consulted and any comments they may make are to be 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.

- A1009.4**      **d.**      **CB/16/04256/VOC – 116 Potton Road, Biggleswade**  
Variation of Condition on planning application Ref: CB/15/03633/FULL dated 30/11/2015: Condition 9- varied / deleted as considered appropriate following demonstration of achievable visibility shown on amended plan JLG486-01 rev E. Condition 11- varied to reflect the proposed amended plan.

This application was considered by Town Council on 27 October 2015:

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

*It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning 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 dwellings are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.*

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, providing neighbours are consulted and any comments they may make are to be 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.

- A1009.5** e. **CB/16/04386/FULL – 1 Playfield Close, Biggleswade**  
Ground floor extensions to side and rear, new parking space with associated crossover and new porch to the front.
- It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, providing neighbours are consulted and any comments they may make are to be 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.
- A1009.6** f. **CB/16/04229/ADV – Unit C, A1 Retail Park, London Road, Biggleswade**  
Advertisement Consent: New Black-faced, halo-illuminated 'MARKS & SPENCER' entrance sign to replace installed face-illuminated sign. Proposal is to also spray the existing Satin Grey aluminium entrance fascia panels White to match the high level 'M&S' canopy sign.
- The Town Council raise **NO OBJECTION** to this Application.
- A1009.7** g. **CB/16/0115/FULL – Site of Unit N, Montgomery Way, Biggleswade**  
Erection of 4 units for Construction and Logistics site (sui Generis use Class), office unit and security hut (retrospective)
- It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Application.
- A1009.8** h. **CB/16/04456/FULL – Land adjacent to 2 Havelock Road, Biggleswade**  
Erection of two 2-bedroom semi-detached dwellings
- It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, providing neighbours are consulted and any comments they may make are to be 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.
- A1009.9** i. **136 Shortmead Street, Biggleswade**  
Two storey rear extension, and new terrace garden with new external access stair and smoked glazed privacy screens.
- It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, providing neighbours are consulted and any comments they may make are to be 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.
- A1009.10** j. **CB/16/04395/FULL – Land adjacent to 165 Stratton Way, Biggleswade**  
Demolition of existing garages, new building of 2 no. 2 bedrooms for 4 person dwelling houses with amenity and car parks.
- It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Application.

- A1009.11 k. **CB/16/04342/FULL – 9 Derwent Avenue, Biggleswade**  
Two-storey side extension.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, providing neighbours are to be consulted and 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.

A11/1010 10. **ITEMS FOR CONSIDERATION**

A1010.1 a. **Proposed Organic Waste to Compost Site Biggleswade Area**

Astoria Organic Matters has identified a site near Biggleswade as the location for their first organic waste site in the UK. The site is located at Woodlands Nurseries, within close proximity to the A1, and sited in the Parish of Northill, and a Stakeholder Briefing Note has been circulated.

A number of residents from the Ivel Ward have expressed their concern at the proposed facility being closer to their homes than to homes in Upper Caldecote. Residents have asked to be advised of the Town Council's position in this matter, bearing in mind additional traffic movements, and possible smells emanating from the site.

It was **RESOLVED** that the Town Clerk write to CBC with concerns voiced by both Council and residents regarding smells and lorry traffic. A request will be made for BTC to receive plans from CBC in order that this matter may be discussed in full.

A1010.2 b. **Parish Boundary Change**

Members received a full Report from the Town Clerk, outlining the procedure for achieving a boundary change.

Following a full discussion, Members agreed that there was no need to make a decision at the moment. This matter will be kept in abeyance for the future.

A1010.3 c. **Quotes for Christmas Fair Sound and Lights**

Members consider quotations for the provision of Sound and Lights for the performances on stage at the Christmas Fair along with a Snow Machine. Quotations were requested from three companies; however, one company has declined the invitation. Quotes are attached to the agenda.

It was **RESOLVED** that Quote A - £3,970.00 was accepted.

**A11/1011 11. ITEMS FOR INFORMATION**

**A1011.1 a. Biggleswade CAP Minutes and Action Plan**

Members were pleased to see that BCAP are addressing issues of concern.

Cllr Mrs M Russell reported recent alcohol problems experienced with certain young people (who have only been at school for 5 weeks) at Stratton School.

Cllr D Strachan asked if this partnership would also consider addressing drug issues within its remit, as these two items are commonly linked.

This item was **NOTED**.

**A1011.2 b. Local Plan Consultation – Shaping Central Bedfordshire**

This is an important item and Members agreed that it was imperative that Council views were included in the forthcoming Consultation.

It was **RESOLVED** that a separate meeting will be arranged in order to take recommendations back to Council. The Town Clerk will email Members with suggested dates for an early evening (5.30/6.00pm) meeting.

**A1011.3 c. Thank you letter**

The Mayor and BTC have received and **NOTED** a thank you letter from Keech Hospice following our donation of £22 raised by our raffle at the recent match at Biggleswade Bowls Club.

**A1011.4 d. Crime Statistics**

Members felt that the police need to be made aware of our concerns over crime in the area.

The Town Clerk reported that new CCTV cameras have been placed in Eagle Farm Road, and activity is currently being monitored by CBC.

Cllr Mrs H Ramsay thanked the Town Clerk for producing the statistics as they are no longer provided on a print out from the police.

**A11/1012 12. PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed (one) three-minute slot.

There were no questions from Members of the Public.

**A11/1013 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.

There are no Exempt items.

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.

The meeting closed at 7.50pm