

MINUTES OF BIGGLESWADE ANNUAL STATUTORY MEETING HELD ON TUESDAY 19 MAY 2015
AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE,
SAFFRON ROAD, BIGGLESWADE

Present:

Cllr D Albone
Cllr P Biernis
Cllr I Bond
Cllr B Briars
Cllr F Foster
Cllr M Foster
Cllr Ms R Kerfoot
Cllr M North
Cllr Mrs H Ramsay
Cllr B Rix
Cllr Mrs M Russell
Cllr D Strachan
Cllr G Wilson

Mr R McGregor, Town Clerk
Mr M Thorn, Deputy Town Clerk
Mrs J Durn, Administrator
Members of public - 6

1. ELECTION OF TOWN MAYOR FOR THE YEAR 2015/2016

It was **RESOLVED** that Cllr Mrs H Ramsay be elected to the office of Town Mayor for the year 2015/2016.

2. DECLARATION OF ACCEPTANCE OF OFFICE

The Town Mayor, Cllr Mrs H Ramsay signed the Declaration of Acceptance of Office.

3. ELECTION OF DEPUTY TOWN MAYOR FOR THE YEAR 2015/2016

It was **RESOLVED** that Cllr D Albone be elected to the office of Deputy Town Mayor for the year 2015/2016.

4. DECLARATION OF ACCEPTANCE OF OFFICE

The Deputy Town Mayor, Cllr D Albone, signed the Declaration of Acceptance of Office.

5. MEMBERSHIP OF STANDING COMMITTEES

- a.** It was **RESOLVED** that membership of Standing Committees be adopted as follows:

Finance and General Purpose

Cllr D Albone, Cllr I Bond, Cllr M Foster, Cllr M North, Cllr Mrs H Ramsay, Cllr Mrs M Russell, Cllr D Strachan, Cllr T Woodward.

Public Land and Open Spaces

Cllr P Biernis, Cllr I Bond, Cllr B Briars, Cllr F Foster, Cllr M Foster, Cllr M North, Cllr Ms R Kerfoot, Cllr Mrs H Ramsay, Cllr D Strachan, Cllr S Watkins, Cllr G Wilson.

Town Centre Management

Cllr D Albone, Cllr I Bond, Cllr B Briars, Cllr F Foster, Cllr M Foster, Cllr M North, Cllr Mrs H Ramsay, Cllr B Rix, Cllr Mrs M Russell, Cllr D Strachan, Cllr S Watkins, Cllr G Wilson.

Personnel

Cllr I Bond, Cllr F Foster, Cllr M Foster, Cllr M North, Cllr Mrs H Ramsay, Cllr Mrs M Russell, Cllr T Woodward.

Appeals

Cllr D Albone, Cllr P Biernis, Cllr Ms R Kerfoot, Cllr S Watkins

- b. It was **RESOLVED** that the 'Chair' of each Committee be adopted as follows:

Finance and General Purpose	Cllr M North
Public Land and Open Spaces	Cllr B Briars
Town Centre Management	Cllr Mrs M Russell
Personnel	Cllr I Bond
Appeals	Cllr D Albone

- c. It was **RESOLVED** that the 'Vice Chair' of each Committee be adopted as follows:

Finance and General Purpose	Cllr T Woodward
Public Land and Open Spaces	Cllr M North
Town Centre Management	Cllr B Rix
Personnel	Cllr M Foster
Appeals	Cllr Ms R Kerfoot

6. BIGGLESWADE JOINT PARTNERSHIP

Members elected	Cllr Mrs H Ramsay Cllr Mrs M Russell Cllr D Albone Cllr B Briars
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Substitutes	Cllr I Bond Cllr M Foster
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7. APPOINTMENT OF REPRESENTATIVES

- a. It was **RESOLVED** that appointments to the following bodies be adopted as follows:
- i. Bedfordshire Association of Town & Parish Councils - Cllr G Wilson, Cllr Cllr I Bond, Cllr M North, Cllr P Biernis.
 - ii. Highways – Cllr P Biernis, Cllr I Bond, Cllr M Foster.
 - iii. Biggleswade Twinning Committee – Cllr G Wilson. Substitute – Cllr B Briars.
 - iv. Parish Paths Partnership (P3) – Cllr I Bond, Cllr P Biernis.
 - v. Sir John Cotton Educational Foundation – Cllr M North.
 - vi. Fen Reeves Meetings – Cllr I Bond. Substitute – Cllr Mrs M Russell.
 - vii Biggleswade Town Plan Steering Group – Cllr I Bond, Cllr B Briars, Cllr F Foster.

- viii. Ivel Valley Cycle Forum – Cllr P Biernis.
- ix. Police Liaison – Cllr G Wilson. Substitute – Cllr P Biernis.
- x. Land East Community Facility Group – Cllr D Albone, Cllr B Briars, Cllr M Foster, Cllr G Wilson.

8. APOLOGIES FOR ABSENCE

Cllr S Watkins, Cllr T Woodward.

9. DECLARATIONS OF INTEREST

- (a) Disclosable Pecuniary interests in any agenda item – There were none.
- (b) Non-Pecuniary interests in any agenda item – There were none.

10. TOWN MAYOR'S ANNOUNCEMENTS

There were no Town Mayor's announcements.

11. PUBLIC OPEN SESSION

MOP Congratulated the Councillors on the way that the meeting and election of representatives had been carried out, and hoped that all future council meetings would continue in such a pleasant way.

12. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. Members received the minutes of a meeting of the Town Council meeting held on 28 April 2015 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

i) Cllr M Foster asked for a spelling error for the word "Sargent" to be corrected on page 3.

Members approved the Minutes of the Council Meeting held on 28 April 2015, and following the amendment of the spelling error the Minutes will be signed as an accurate record.

13. MATTERS ARISING

- a. Minutes of the Town Council meeting held on 28 April 2015.

Page 3, item 11a, Bedfordshire Constabulary) Cllr G Wilson reported that his meeting with Sgt G Kidd had once again been cancelled as Sgt Kidd had been called away. However Cllr Wilson will continue to arrange a further meeting. Cllr Wilson also felt that due to the incorrect classification of the crime figures, these may in fact be lower than was reported for the last month.

Page 3, item 11b, Rose Lane Car Park) Cllr Mrs M Russell reported that we are currently looking two issues of concern. One is that tree rooting problems are causing an uneven surface on the footpath at the far end of the car park, and the other is the provision of a disabled ramp for wheelchair access. These items are currently being addressed.

14. PLANNING APPLICATIONS

- a. **CB/15/01341/FULL – 1 Milestones, Biggleswade**
Single storey rear extension.

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

- b. **CB/15/01431/ADV – London Road Trading Estate, London Road**
Advertisement: 1 No. internally illuminated fascia sign.

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

c. CB/15/01458/FULL – 91 Shortmead Street, Biggleswade

Conversion of first floor to three self-contained flats.

It was **RESOLVED** that the Town Council **Object** to this application on the grounds of insufficient parking space.

d. CB/15/00600/FULL – 120 Shortmead Street, Biggleswade

Rear conservatory.

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

e. CB/15/01305/FULL – 20 Market Place, Biggleswade

Replacement of existing shop front with two new aluminium shop fronts, reinstate rear door and sub division of existing retail unit.

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

f. CB/15/01571/FULL – 3 Beech Avenue, Biggleswade

Single storey extension to front & side, pitch roof to replace existing flat roof, insertion of roof lights to side roof slope.

It was **RESOLVED** that subject to neighbours' agreement the Town Council raise **no objection** to this application.

g. CB/15/01577/FULL – 3 Sabel Close, Elocin Baile, Biggleswade

Single storey front extension & two storey side extension.

It was **RESOLVED** that subject to neighbours' agreement the Town Council raise **no objection** to this application.

h. CB/15/01217/FULL – Dunton Lane, Land South of Tenleigh, Manor Court, Biggleswade

Change of use of land to form part of existing mobile home site.

It was **RESOLVED** that the Town council **Object** to this application and would need further clarification on sewage and number of extra homes issues.

i. CB/15/1214/ADV – 20-21 Market Square, Biggleswade

Sign ABC) Aluminium fascia panel with aluminium Specsavers POD with vinyl Specsavers text applied to fascia panel by stand-off locators. Aluminium Opticians and Audiologists letters applied to fascia by stand-off locators. Externally illuminated. Sign D) Built up aluminium projection sign with applied vinyl Specsavers text. Externally illuminated.

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

j. CB/15/01465/FULL – Asda Store, Church Street, Biggleswade

Erection of a 'Click & Collect' canopy with some illuminated signs & one pole mounted sign within the store's customer car park.

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

k. CB/15/01466/ADV – Asda Store, Church Street, Biggleswade

Advertisement: Erection of a 'Click and Collect' canopy with some illuminated signs & one pole mounted sign within the store's customer car park.

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

I. CB/15/004242/FULL – 48A Shortmead Street, Biggleswade (REVISED)

Erection of replacement two storey building to provide 2 No. two bedroom flats following demolition of existing single storey workshop building, detached garage/outbuildings, and provision of 3 No. parking spaces, amenity space and cycle storage.

The Chair read out additional information passed on by the Town Clerk that had been received after the Agenda had been distributed: This item is being discussed at a Development Management Committee Meeting being held on 27 May, and the Town Clerk or the Deputy Town Clerk will attend that meeting on behalf of the Town Council.

It was **RESOLVED** that the Town Council **Object** subject to the receipt of further information.

m. CB/15/01412/ADV – Baden Powell Way, Land at, Biggleswade

Advertisement: Placement of a display board.

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

n. CB/15/01597/FULL – 46 Cooks Way, Biggleswade

Single storey side extension.

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

15. ITEMS FOR CONSIDERATION

a. CB/TCA/15/00152 – Stratton House Hotel, London Road, Biggleswade

Works to trees within a Conservation Area: Prune one large Pine tree located closest to the property and along the boundary adjacent to Chestnut Avenue.

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

b. Biggleswade Town Council Replacement Lighting Columns

Members are asked to consider the replacement of column P201X on Lawrence Road at a cost of £1366.20. Central Bedfordshire Council has confirmed that once the columns are upgraded they will adopt the upgraded units.

Cllr B Briars is pleased to note that Central Bedfordshire Council is taking over the maintenance of the street lights that we requested at the last meeting.

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

16. ITEMS FOR INFORMATION

a. Thank you letter was received from the following recipient of Town Council Grants and unused Mayoral Allowance: Keech Hospice Care.

This was noted.

17. PUBLIC OPEN SESSION

MOP asked if there had been any further development on the subject of “A” Boards throughout the Town. The Town Clerk confirmed that no further progress has been made as yet.

MOP asked if there had been any progress regarding Wetherspoons opening in the town, as they are concerned that due to the length of time that has elapsed, Wetherspoons may think permission has been refused. The Town Clerk reported that the Council has received correspondence to say that this will go to Committee at CBC in June.

18. EXEMPT ITEMS

The following resolution was moved that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

There were no exempt items.

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolved** to exclude the public and press by reason of the confidential nature of the business about to be transacted.