

MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 28 OCTOBER 2008 AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD BIGGLESWADE

Present: Cllr P Woodward (Chair), Cllr Mrs J Lawrence, Cllr D Lawrence, Cllr Mrs W Smith, Cllr D Smith, Cllr G Wilson, Cllr P Vickers, Cllr S Watkins, Cllr Mrs R Forbes, Cllr S Grayston, Cllr D Albone, Cllr P Rook, Cllr R Skinner
Juliet Brookes – Finance Assistant
Sue Crowther – Administration Assistant

1. APOLOGIES

Apologies were received from Cllr T Woodward and PC I Wilson.

2. DECLARATION OF INTERESTS

(a) **Prejudicial interests** - There were no prejudicial interests declared.

(a) **Personal Interests**

Cllrs P F Vickers and D Smith registered an interest as members of the District Council Development Control Committee in respect of planning applications listed on the agenda.

Cllr Mrs S Grayston registered an interest in item 8g as listed on the agenda in Planning Applications.

Cllrs Mrs R Forbes and R Skinner registered an interest in item 10e as listed on the agenda.

3. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor asked for 1 minutes silence before the meeting commenced, as a mark of respect for Mike Scott-Coomber, who sadly passed away recently.

The Mayor reminded Councillors that Chairperson Training will take place on 6 November, and that any interested party should let the Council office know if they are interested in attending.

The Mayor asked if any Councillors would like to visit the Wind Farm at Coldham, Near March, on 12 November, and to let the Council office know, in order that the arrangements can be made.

The Mayor announced that after the Remembrance Day Parade on Sunday 9 November, all Councillors are invited to the Sea Cadets Unit, Station Road, for Tea and Refreshments.

4. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

5. BEDFORDSHIRE CONSTABULARY

Councillors received a report from PC Ian Wilson including latest crime figures. The figures show an increase in criminal damage and that Station Road has seen a spate of criminal damage to vehicles, but it is hoped that after a recent significant arrest that these incidents will reduce.

The report informed Council that the 4th Community Safety Forum meeting took place on 20 October with a healthy attendance. Positive results and much progress was fed back to the attendees and the three new community priorities were agreed;

Station Road – Criminal damage
Town Centre – Anti-social behaviour/nuisance youths
Theft from motor vehicles

Problem Solving Group/Action groups will meet to deal these issues in the near future.

Cllr J Lawrence asked that Town Council write to PC Ian Wilson, to thank him for all the work carried out at Dan Albone Car Park in relation to illegally parked cars.

6. MINUTES OF MEETINGS

- a. Members received Minutes of the Public Land and Open Space meeting held on 23 September 2008 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. Members received Minutes of the Council meeting held on 23 September 2008 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- c. Members received Minutes of the Personnel meeting held on 23 September 2008 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade
- d. Members received Minutes of the Personnel meeting held on 13 October 2008 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- e. Members received Minutes of the Planning meeting held on 14 October at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- f. Members received Minutes of the Off Street Car Parking meeting held on 20 October 2008 at the offices of the Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

At this point Cllr Mrs Sheila Grayston referred to Standing Order 15k and questioned the right of Committees to make resolutions. As a result adoption of the Minutes was deferred until validation could be verified, and taken to the next full Town Council Meeting.

7. MATTERS ARISING

No matters arising could be discussed until the Minutes are adopted.

- a. Minutes of the Public Land and Open Space meeting held on 23 September 2008
- b. Minutes of the Council meeting held on 23 September 2008
- c. Minutes of the Personnel meeting held on 23 September 2008
- d. Minutes of the Personnel meeting held on 13 October 2008
- e. Minutes of the Planning meeting held on 14 October 2008
- f. Minutes of the Off Street Car Parking meeting held on 20 October 2008

At this point Cllr D Albone asked that whenever possible could Committee meetings be held in the evenings to ensure that maximum number of Councillors could attend.

It was **RESOLVED** that whenever possible the Chair of each Committee would arrange a meeting at the most convenient time for the Committee members.

8. PLANNING APPLICATIONS

- a. **08/01788/FULL – 9 Mallard Walk, Biggleswade.**
Full: Two storey side 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. **08/01898/FULL – 27-27A Hitchin Street, Biggleswade.**
Full: Change of use from A1 retail to D2 children's indoor play centre with ancillary café.

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

- c. **08/01920/CAC – 23-31 London Road, Biggleswade**
Conservation Area Consent: Demolition of all existing buildings.

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

- d. **08/01884/FULL – 190 Drove Road, Biggleswade.**
Full: Single storey rear & side extension replacing existing conservatory, car port & shed.

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.

- e. **BC/CM/2008/34 – Cow Close, Langford Road, Biggleswade.**
Proposal: Removal of condition 4 (restriction on HGV movements) attached to planning permission 22/2003 granted 16.09.2003, as varied by planning permission 13/2006 granted 13.04.06.

It was **RESOLVED** that Town Council **STRONGLY OBJECT** to this application as it would mean more heavy goods vehicles travelling through Biggleswade, and there are concerns about the suitability of the transport system.

- f. **08/01928/FULL – 82 Holme Court Avenue, Biggleswade.**
Full: Rear conservatory.

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. **BC/CC/2008/44 – Sunnyside Special School, The Baulk, Biggleswade.**
Proposal: Erection of single temporary classroom unit.

It was **RESOLVED** that the Town Council raise no objection to this application subject to the building being in place for a maximum of 2 years.

9. **ACCOUNTS**

a. **Financial Administration**

Members received and adopted the following accounts:

- i. Detailed Balance Sheet to 30 September 2008
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 30 September 2008

10. **ITEMS FOR CONSIDERATION**

a. **Christmas Eve Market**

Members were asked to consider a request from Market Traders if they would be able to hold a Christmas Eve Market, the majority of which have their own stalls. It should be noted that there would be no street closure, refuse collection or cleaning on this day and the Traders would have to take home their own refuse and ensure the area was cleaned.

It was **RESOLVED** that Town Council raise no objection to this request, but asked that a letter be sent to all Market Traders especially to new Traders stating the conditions under which this market can take place.

The Market Superintendent is to be contacted to confirm the number of stalls to be involved in this Market, and also if there are plans to hold a Market the Saturday after Christmas.

b. Biggleswade Christmas Lights

Members considered correspondence received from Biggleswade Chamber of Trade to inform Council that the Christmas Lights are scheduled to be switched on Thursday 27 November. They have requested to use the Market Square for that purpose and for the car park outside the White Hart to be used for a funfair on the same evening.

It was **RESOLVED** that permission be granted.

c. Removal and replacement of lighting column no 8 in Rowan Crescent

Members considered correspondence received from Aragon Housing regarding their intention to relocate lighting column no 8, Rowan Crescent, which belongs to Town Council, due to the proposed construction of a parking scheme. It is also proposed that two new columns are erected in a better location, the costs will be paid by Aragon Housing.

It was **RESOLVED** that Town Council raise no objection to the relocation, but need clarification from Aragon Housing in respect of future maintenance costs of lighting column no 8.

d. Proposed alterations at Citizone, Biggleswade

Members considered correspondence received from Levitt Partnership, Architects who have been in contact with Mid Beds District Council with reference to proposed alterations to the entrance doors at Citizone, Biggleswade. They request that Town Council consider this item as a matter of urgency to allow the work to proceed as the winter months are approaching.

It was **RESOLVED** that Town Council raise no objection to proposed alterations to the entrance doors **PROVIDING** there are no structural alterations.

e. Biggleswade Town Twinning Association

Town Council considered correspondence from Biggleswade Town Twinning Association asking if they could use a room in Town Council offices for their Annual General Meeting on 24 November, 7.30-9.00pm.

It was **RESOLVED** that permission be granted.

11. ITEMS FOR INFORMATION

a. Biggleswade Town Plan Steering Group update

Council received a report informing Members of the progress achieved so far by the Biggleswade Town Plan Steering Group. The Steering Group organised a very successful exhibition at the recent St Andrews Country Fayre and a similar exhibition is planned at the Asda Supermarket in the near future. The Group have set up a website, which will be updated with information as progress is made.

Copy is attached to the agenda.

b. Minutes of CCTV Liaison meeting

Council has received a copy of the minutes of the CCTV Liaison meeting held on 9 October at Mid Beds District Council offices, Chicksands.

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

Cllr Mrs W Smith informed Council that from Thursday 30 October there would be a mobile CCTV camera in Station Road and that the camera that had been relocated in St Andrews Street, is just awaiting connection.

c. **Youth Work Week 1 – 7 November 2008**

Members received correspondence from Beds County Council informing of Youth Work Week. There are a number of road shows organised to promote the Respect Agenda and to raise the awareness of the positive contribution young people make in the community.

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

12. **PUBLIC OPEN SESSION**

There were no items discussed during the Public Open Session.

13. **CONFIDENTIAL BUSINESS**

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.

