

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 25 NOVEMBER
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 T Woodard, Cllr P Vickers, Cllr Mrs R Forbes, Cllr Mrs S Grayston, Cllr Mrs R Kerfoot, Cllr D Albone, Cllr R Skinner, Cllr P Rook, Cllr G Wilson
Rob McGregor – Works Manager
Juliet Brookes – Finance Assistant
Sue Crowther – Administration Assistant
Members of the Public - 1

1. APOLOGIES

Apologies were received from Cllr S Watkins

2. DECLARATION OF INTERESTS

(a) Prejudicial interests -

(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.

3. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor announced the Christmas opening hours of the Town Council Offices. On Christmas Eve the Office will close at 12pm, on Monday 29 and Tuesday 30 December the office will be open as normal, manned by skeleton staff, and on New Years Eve the office will close at 12pm.

4. PUBLIC OPEN SESSION

The Member of the Public asked to speak on Agenda 10b in relation to representation on the Town Centre Partnership. He asked if the Council were happy with only one representative on the Partnership. The Member of the Public also asked if representation was going to be given to other local groups in particular the Town Plan Steering Group. It was agreed that discussion would take place when the Agenda item came up.

5. BEDFORDSHIRE CONSTABULARY

PC Ian Wilson presented the latest crime figures for Biggleswade. There was a slight increase at the end of October with several cars stolen, which is unusual. The figure for thefts from motor vehicles was quite low, but there had been an increase in thefts of car number plates. The Police would at Asda in the near future offering free securing of number plates.

The Community Safety Form had discussed the problems of anti-social behaviour in the Market Square as well as tyre slashing.

The CCTV in Station Road is now operational.

There had been several arrests recently in the area and it is hoped that local crime would be reduced.

6. MINUTES OF MEETINGS

- a. Members received and adopted Minutes of the Public Space 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 and adopted Minutes of the Personnel meeting held on 23 September 2008 at the offices of Biggleswade Town Council, The Old Court, Saffron Road, Biggleswade.
- c. Members received and adopted Minutes of the Personnel meeting held on 13 October 2008 at the offices of the Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade
- d. Members received and adopted 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.
- e. Members received and adopted Minutes of the Town Council meeting held on 28 October 2008 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- f. Members received and adopted Minutes of the Planning meeting held on 11 November 2008 at the offices of the Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade
- g. Members received and adopted Minutes of the Finance and General Purposes meeting held on 19 November 2008 at the offices of the Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

7. MATTERS ARISING

- a. Minutes of the Public Lane and Open Spaces meeting held on 23 September 2008 - None
- b. Minutes of the Personnel meeting held on 23 September 2008 - None
- c. Minutes of the Personnel meeting held on 13 October 2008 - None
- d. Minutes of the Off Street Car Parking meeting held on 20 October 2008 - None
- e. Minutes of the Town Council meeting held on 28 October 2008 - None
- f. Minutes of the Planning meeting held on 11 November 2008 - None
- g. Minutes of the Finance and General Purpose meetings held on 19 November 2008 - None

8. PLANNING APPLICATIONS

a. 08/01941/FULL – 238 London Road, Biggleswade.

Full: Revised scheme to that previously approved to raise roof to form two storey dwelling. (Application no. 06/00126) Revision include: French doors instead of right rear facing ground floor window. Additional rear extension & pitched roof over ground floor extension instead of flat roof.

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. 08/02084/FULL – 4 Primrose Close, Biggleswade.

Full: Erection of Summerhouse (Retrospective).

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

c. **08/01733/FULL – Land South West of, Albone Way, Biggleswade.**

Full: Change of use from agricultural to Class B2 for stone fabrication.

It was **RESOLVED** that the Town Council raise no objection to this application, but raised concerns about heavy stone fabrication on a flood plain.

d. **08/02109/TPO – 7 Dells Lane, Biggleswade.**

TPO: Trimming of Yew Tree to below the level of telephone wires. Also clear it from the gutter and drain of nearby garages and lift it up to give clearance underneath.

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

9. **ACCOUNTS**

a. **Financial Administration**

Members received and adopted the following accounts:

- i. Detailed Balance Sheet to 31 October 2008
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 31 October 2008

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

b. **Internal Audit Report (First Interim) 2008-09**

Members received a copy of the Internal Audit Report and agree the recommendations on the Action Plan.

It was **RESOLVED** that Town Council agree with the recommendations.

The Audit shows an improvement since last year.

Councillor Mrs S Grayston stated that Juliet Brookes, should be congratulated for embracing her role as Finance Assistant.

10. **ITEMS FOR CONSIDERATION**

a. **Bedford Hospital NHS Trust – Foundation Trust Application**

Members considered correspondence received from Bedford Hospital NHS Trust updating Council of new changes and developments, particularly their Foundation Trust application.

They have supplied a copy of the Governor's Handbook and Bedford Hospital, The Next Five Years, which will be kept in Town Council offices for members to view.

The Trust is keen to hear from any Councillor who may wish to become more involved in the future direction of the Hospital, by running for election as a Foundation Trust Governor.

It was **RESOLVED** that Cllr Peter Woodward be nominated. This nomination was accepted.

b. Biggleswade Town Centre Strategy & Masterplan

Members considered correspondence received from Mid Beds District Council regarding a new Biggleswade Town Centre Partnership which they are in the process of establishing. The purpose of the partnership is to oversee the development and completion of a Town Centre Strategy & Masterplan for Biggleswade town centre over the next 18 to 24 months.

They are inviting Town Council to nominate one elected member as a representative to this new Partnership, the first meeting of which has been provisionally set for Monday 8 December at Priory House, Chicksands.

It was **RESOLVED** that Cllr Mrs W Smith be nominated. This nomination was accepted.

c. Nativity Tableau and Carol Singing

Members considered a request from The Parochial Church Council of St Andrews Church requesting permission to stage their Nativity Tableau and carol singing as in previous years on Saturday 20th December.

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

d. The Village Band's Christmas charity event

Members considered The Village Band requests for permission to play for half an hour during the morning of December 13 and for half an hour on the afternoon of December 20. They will be taking a collection for St John's, Moggerhanger and have applied to Mid Beds District Council for a street collection licence

It was **RESOLVED** that permission be granted, but that they are requested to play during the afternoon on December 13, rather than the morning.

e. Beds & Luton Fire Rescue Service

Members considered correspondence received from Beds & Luton Fire Rescue Service requesting permission to use the White Hart Car Park on Saturday 13 December, they would like to do a drink drive/fire safety campaign for Christmas as well as demonstrations.

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

11. ITEMS FOR INFORMATION

a. Planning Decisions

Council Decision

i. 07/02181/FULL – Pegasus House, High Street.	APPROVED	No objection
ii. 08/01682/FULL – Land adjacent to 59, London Road.	APPROVED	No objection
iii. 08/01736/FULL – 43, Lindsell Crescent.	APPROVED	No objection
iv. 08/01759/FULL – West side of Foundry Lane.	REFUSED	No objection
v. 08/01786/FULL – 3, Lindsell Crescent.	APPROVED	No objection

It was **RESOLVED** that these decisions be noted.

b. Gypsy & Traveller Development Plan Document: Preferred Option Consultation

Members received correspondence from Mid. Beds. District Council regarding the above Consultation which is taking place from Monday 17th November to Wednesday 7th January 2009. Documents can be viewed and comments made via the website.

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

Cllr P Vickers informed Councillors that he had been on a tour of various sites earmarked for the new Gypsy and Traveller sites. The site at Kennel Farm, Biggleswade would be for Travelling Show People only, as the existing site at Ivel Mill is at bursting point

c. **Proposed Temporary Road Closure – Holme Crescent, Biggleswade**

Members received correspondence from Bedfordshire County Council Highways requesting a Temporary Road Closure for the above location for resurfacing works. The work will take place for one day during the period Mon. 22nd December 2008 to Fri. 20th February 2009.

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

d. **Proposed Temporary Road Closure - Boddington Gardens, Biggleswade**

Bedfordshire County Council Highways have informed Council that there will be a temporary road closure on 24 November, in Boddington Gardens, for resurfacing work to be carried out. This is work that was originally scheduled for earlier this year.

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

12. **PUBLIC OPEN SESSION**

The member of the public requested a lead name for the Biggleswade Town Plan Strategy Group. Cllr Mrs J Lawrence said she would provide a name.

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.

