

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 24 MARCH 2009 AT THE  
OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD  
BIGGLESWADE**

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

1. **APOLOGIES** – apologies were received from Cllr Mrs R Kerfoot and PC Ian Wilson, and Cllr Mrs S Grayston had informed the Mayor that she would arrive late.

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.

Cllr Mrs S Grayston, Cllr Mrs R Forbes and Cllr R Skinner registered an interest in item 10e(grants)as listed on the agenda - Biggleswade Rail Access Group

Cllr Mrs R Forbes registered an interest in item 10e (grants) as listed on the agenda – Biggleswade Gospel Singers.

Cllr D Smith registered an interest in item 10e (grants) as listed on agenda - Equinox Drum & Bugle Corp.

Cllr S Watkins registered an interest in item 10e (grants) as listed on the agenda - Biggleswade Youth Club.

Cllr T Woodward registered an interest in item 10e (grants) as listed on the agenda – St Andrews Holiday Club

Cllr R Skinner registered an interest in item 10e (grants) as listed on the agenda – New Horizon Club and Mid Beds Link a Ride.

Cllr Mrs W Smith registered an interest in item 10e (grants) as listed on the agenda – St Andrews Holiday Club, Biggleswade Sea Cadet Corp and Rainbow Pre-School & Toddlers.

3. **TOWN MAYOR'S ANNOUNCEMENTS**

The Mayor informed Councillors that the Anglian Regiment had enjoyed the hospitality afforded them on 10 March at Council Chambers and had presented Town Council with a plaque. In return Town Council would be sending the Regiment commemorative gift.

The Mayor thanked everyone who has supported the Mayors Charity Lunch, including donations received, the proceeds of which is to be shared between Keech Cottage Children's Hospice and MacMillan Nurses at Home.

4. **PUBLIC OPEN SESSION**

There were no items discussed during the Public Open Session.

## 5. **BEDFORDSHIRE CONSTABULARY**

As PC Ian Wilson was unable to attend the meeting, Councillors received a report of the latest crime figures. Overall crime has decreased from December 2008 to February 2009 when compared to the same period last year. Criminal damage was down 39% and Theft from motor vehicles was down 44%.

Although there has been an increase in shoplifting the level of arrests has also risen with the help of the Town Centre CCTV, shop CCTV and also the radio link.

The majority of violence against the person offences are of a minor level and a substantial domestic related. However there were two GBH offences both at a Public House. Offenders have been arrested for these incidents and the Police have now insisted that the pub has door staff.

## 6. **MINUTES OF MEETINGS**

- a. Members received and adopted Minutes of the Personnel meeting held on 19 February 2008 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. Members received and adopted Minutes of the Council meeting held on 24 February 2008 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- c. Members received and adopted Minutes of the Public Land and Open Spaces meeting held on 3 March 2008 at the offices of Biggleswade Town Council, The Old Court, Saffron Road, Biggleswade.

## 7. **MATTERS ARISING**

- a. Minutes of the Personnel meeting held on 19 February 2008 - None
- b. Minutes of the Council meeting held on 24 February - None
- c. Minutes of the Public Land and Open Spaces meeting held on 3 March - None

## 8. **PLANNING APPLICATIONS**

- a. **09/00446/FULL – 98 Dells Lane, Biggleswade.**

Full: First 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 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. **08/02412/FULL – The Rising Sun, Sun Street, Biggleswade.**

Full: Demolition of existing public house to facilitate the erection of part two & part one storey building comprising of no.12 one bedroom and two bedroom temporary family dwellings (Use Class C2) with associated landscaping & parking.

*Amendments to the above Application.*

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

- c. **09/00409/FULL - 32 Sun Street, Biggleswade**

Full: Change of use of property from residential to D1(non-residential) for a childminding operation.

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

- d. **09/00228//FULL – 101 The Rowlands, Biggleswade**

Full: Single storey front and rear extensions

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 February 2009
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to February 2009

b. **Annual Audit 2008/2009**

Members received a copy of the external Audit Report for year end 31 March 2008.

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

10. **ITEMS FOR CONSIDERATION**

a. **Request for Charity Football Match – 3 May 2009**

Members considered correspondence received from the Whistle and Flute public house requesting permission to use the Lakes football pitch on Sunday 3 May commencing at 11am, for a Charity football match to raise funds for St John's Moggerhanger and Keech Cottage Children's Hospice.

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

b. **Meeting dates for 2009/2010**

Members were asked to consider Committee dates for the year 2009/2010.

It was **RESOLVED** that the dates be approved.

c. **Italian Market in Biggleswade**

Members considered a request from Simon Faro, Director of Italia in Piazza, to hold an Italian Market in Biggleswade. This would be on a Sunday in either October or November.

They import all of the food they sell, except bread, directly from producers in Italy on a regular basis. The range of foods include cheeses & cured meats, classic torrone (nougat), a variety of biscuits, cakes & sweets, many types of olive oils & balsamic vinegar and a selection of Olives

It was **RESOLVED** that the Town Council raise no objection to this request, but inform Simon Faro that a Friday would be the best day for Biggleswade, during October or November, but not the same week as the Farmers Market.

d. **Request from Ice Force**

Members considered request from Ice Force to provide a Festive Ice Rink in Biggleswade Town Centre for Christmas 2009. They do not just hire the rinks, they operate a 'partnership scheme' meaning the investment required is much less than that of traditional rink hire and the potential revenue could generate for the town is significant.

Based on a 5 week period they would ask for an investment of £10,000 towards the costs. In return they would provide a significant number of free skate passes for promotional event.

They would expect this event to generate income for Town Council of approximately £40,000, with at least 20,000 people using the rink, many travelling from outside the area, bringing much needed shoppers into the town.

It was **RESOLVED** that the Town Council **OBJECT** to this request as it is felt that the location of the rink would not be good for the Market or the Town in general, and Council cannot afford to risk the £10,000 requested towards the cost.

**e. Grants/Donations**

i. Members considered applications for Community Grants and it was **RESOLVED** that the following grants be made:

1.	Biggleswade Sea Cadet Corp	£300
2.	The Pasque Charity (Keech Cottage)	£500
3.	Rainbow Pre-School & Toddlers	£500
4.	Vitalise	£460
5.	Biggleswade Sports	£184
6.	Biggleswade First Aid Club	£300
7.	Mid Beds Citizen Advice Bureau	NIL
8.	Biggles FM	£600
9.	Equinox Drum & Bugle Corps	£450
10.	Biggleswade Youth Club	£300
11.	Girlguiding Biggleswade District	£300
12.	Brigham Pre-School	£400
13.	7 <sup>th</sup> Biggleswade Brownie Pack	£200
14.	4 <sup>th</sup> Biggleswade Brownie Pack	£200
15.	Biggleswade Twinning Association	£100
16.	Furzenhall Residents Association	NIL
17.	Shefford and Sandy Hockey Club	NIL
18.	Biggleswade Phoenix Explorer Scouts	£200
19.	East Beds Concert Band	£300
20.	Biggleswade Rail Access Campaign	£80
21.	The Kestrels Archery Club	£200
22.	Biggleswade Amateur Theatrical Society	£500
23.	Biggleswade History Society	£150
24.	Ivel Stroke Club	£200
25.	St Andrews Holiday Club	£250
26.	Carers in Bedfordshire	£200
27.	Mid Beds Link a Ride	£250
28.	New Horizon Club	NIL
29.	Biggleswade Library	£200
30.	Biggleswade Gospel Singers	£150

ii. Members considered a request from Biggleswade Town Cricket Club asking Council to sponsor match balls as in previous years at a cost of £10 per game.

It was **RESOLVED** that Council would sponsor 5 match balls at a cost of £10 per game.

**f. Town Plan Steering Group – Market Stall & Petty Cash**

Town Council received a request from the Town Plan Steering Group to hold a petty cash float of £100 for the purchase of small items such as post-it notes, paint etc.

It was **RESOLVED** that this request be refused and that the existing arrangement be continued.

**g. Financial Risk Assessment and Review**

Members received a copy of the Financial Risk Assessment and Review, and approved the documented Risk Assessment.

It was **RESOLVED** this document be approved but that in future this item be added to the Finance Committee agenda.

**h. Fees for 2009/2010**

Members considered Town Council fees for 2009/2010.

It was **RESOLVED** to increase all fees by 2.5%, rounded up or down to the nearest round figure.

i. **Fencing at Berkley Close, Biggleswade**

Members considered quotations that were obtained for the above works.

**Quote A; £5918.00 ex VAT**

**Quote B: £6361.00 ex VAT**

**Quote C: £6524.00 ex VAT**

It was **RESOLVED** that Quote A in the sum of £5918.00 be accepted.

11. **ITEMS FOR INFORMATION**

a. **Woolworths store**

Members received correspondence from Ken Lynch, Volunteer Community Project Worker, regarding making use of the old Woolworths store. A copy of the reply to this letter, from Alistair Burt MP, has also been received.

It was **RESOLVED** that this be noted, but as this is a prime location in the Town, it was hoped that another retailer would take over the premises.

b. **Town and City Parking Ltd**

Members received correspondence from Town and City Parking Ltd informing Council of enforcement information of the car parks in Biggleswade.

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

c. **Commons Registration Act 1965- Biggleswade Common Unit CL19 – Transfer of Rights**

Council received formal notice of application for the transfer of rights of common at Biggleswade Common.

It was **RESOLVED** that this be noted and that more information be obtained regarding the company 'Ivel Holdings'.

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.

