

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 23 MARCH 2010 AT THE
OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD
BIGGLESWADE**

Present: Cllr P Vickers (Chair), Cllr S Watkins, Cllr T Woodward, Cllr P Woodward, Cllr Mrs Forbes, Cllr P Rook,
Cllr D Albone, Cllr Mrs S Grayston, Cllr R Skinner
Rob McGregor – Town Clerk
Juliet Brookes – Finance Assistant
PC Ian Wilson – Bedfordshire Constabulary
Members of the Public - 2

1. APOLOGIES

Cllr Mrs J Lawrence, Cllr D Lawrence, Cllr Mrs W Smith, Cllr D Smith, Cllr G Wilson and
Cllr Mrs R Kerfoot.

2. DECLARATION OF INTERESTS

(a) Prejudicial interests -

Cllr Mrs S Grayston and Cllr R Skinner registered an interest in item 10a listed on the agenda.

(a) Personal Interests

Cllr P F Vickers registered an interest as members of the Central Bedfordshire Management
Development Committee in respect of planning applications listed on the agenda.

Cllr Mrs S Grayston and Cllr R Skinner registered an interest in item 10a listed on the agenda.

Cllr T Woodward registered an interest in item 8g listed on the agenda.

Cllrs P F Vickers and Cllr S Watkins registered an interest in item 8i listed on the agenda.

3. TOWN MAYOR'S ANNOUNCEMENTS

There were no Town Mayor's announcements.

4. PUBLIC OPEN SESSION

Ian Bond addressed Council regarding his planning application (8e on the agenda) to carry out works at
Shortmead Cottage, Biggleswade. The cottage was built in the 1880's and is in need of repair, all the
materials for this and for the planned extensions, are in keeping with the cottage.

Roy Chadwick, Biggleswade History Society spoke to Council regarding item 10d on the agenda,
Cemetery Chapel, Drove Road. He asked for Town Council's consent for their application for the Chapel
to be included in the Heritage Open Days as staged each year by English Heritage. The History Society
would be happy to man the Chapel for the Open Days.

5. BEDFORDSHIRE CONSTABULARY

There were no crime figures circulated but PC Ian Wilson told Members that the figures are the same as
previous month, at present.

The figures for burglaries are – January 11 in total – 3 house burglaries
February 17 in total – 5 house burglaries
March 1 – so far

1 person has been arrested and recalled to prison.

Compared to last year, criminal damage figure is down. The Radio Link is working well in assisting with
theft and shoplifting.

In February there was an assault at Stratton School. The school dealt with the pupils involved and with
the Police working closely with them, 3 arrests were made.

There have been many complaints recently regarding nuisance vehicles, mostly motorbikes, now that the
evenings are lighter.

6. MINUTES OF MEETINGS

- a. Members received and adopted Minutes of the Council meeting held on 23 February 2010 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. Members received and adopted Minutes of the Planning meeting held on 9 March 2010 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

7. MATTERS ARISING

- a. Minutes of the Council meeting held on 23 February 2010 - none
- b. Minutes of the Planning meeting held on 9 March 2010 - none

8. PLANNING APPLICATIONS

a. **CB/10/00745/FULL – 132 London Road, 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 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.

b. **CB/10/00726/FULL – 5 Ely Croft, Biggleswade**

Full: Part two storey part single storey front 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 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.

c. **CB/10/00745/FULL – 15 Chervil Close, Biggleswade**

Full: First floor extension above existing garage with two storey side link extension & single storey 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 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.

d. **CB/10/00624/FULL – 23 Hitchin Street, Biggleswade**

Full: Change of use of ground floor from A1 to A5 (Hot food takeaway). Continued use of first floor as A1 with ancillary living accommodation.

It was **RESOLVED** that Town Council **OBJECT** to this planning application as it would be the loss of a valuable retail unit.

e. **CB/10/00728/FULL – Shortmead Cottage, Shortmead Lane, Biggleswade.**

Full: Two storey rear extension to dwelling and a single storey extension for boiler & changing rooms & an open covered area built onto existing stables.

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

f. **CB/10/00440/RM – Land South of Potton Road, Biggleswade.**

Reserved Matters: Erection of electricity substation building (pursuant to outline planning permission 03/01205/OUT dated 13.11.06). Retrospective.

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

- g. **CB/10/00727/REG3: Holmemead Middle School, Mead End, Biggleswade.**
Regulation 3: Extension to the Sports building to provide a new library & ICT suite. Alterations to the car park.

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

- h. **CB/10/00813/NMA – 66 High Street, Biggleswade.**
Non Material Amendment: Alteration & extension to form 2no. additional residential units as approved on planning permission MB/06/01303/NMA dated 23rd July 2007. Alterations to no. 66 to include the insertion of a rear elevation roof window to provide an emergency escape facility. Glazing to be obscured.

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

- i. **CB/10/00932/LB – Conservative Club, St Andrews Street, Biggleswade.**
Listed Building Consent: Internal alterations to include wall removal between redundant gent's toilet to enlarge existing kitchen & replace gent's toilet window to match existing.

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 28 February 2010
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 28 February 2010

10. **ITEMS FOR CONSIDERATION**

a. **Grants/Donations**

- i. For members to consider applications for Community Grants. A schedule and copies of grant applications circulated with the Agenda.
- ii. Biggleswade Town Cricket Club is asking Council to sponsor match balls as in previous years at a cost of £10 per game. Member's views on this matter would be appreciated.

It was **RESOLVED** to defer both these items until the next Council meeting on **27 April 2010**.

b. **Meeting dates for 2010/2011**

Members are asked to consider Committee dates for the year 2010/2011.

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

c. **Fees for 2010/2011**

For Members to consider Town Council fees for 2010/2011.

It was **RESOLVED** that:

All Market fees be increased by 3%

Burial charges to remain the same

Rotavation charges to remain the same

Allotment charges – small plot - £18.50 p.a.
- large plot - £30.00 p.a.

Drove Road recreation ground – new fees agreed.

d. Cemetery Chapel, Drove Road, Biggleswade

Members considered correspondence from Biggleswade History Society regarding the Cemetery Chapel at Drove Road, Biggleswade. They are requesting that the Chapel be included in the Heritage Open Days staged in September each year by English Heritage. There is a website www.heritageopendays.gov.uk where sites can be registered. The days are normally the second weekend in September and can be four days, Thursday to Sunday, or just one day, with flexible opening times.

It was **RESOLVED** that the Saturday and Sunday would be the best days, if it's not too late to apply for this year. The chapel would not be manned by Town Council staff, but by the History Society. Cllr R Skinner said he would be glad to help.

e. Local Bus Service Consultation

Central Bedfordshire Council have supplied a Consultation Document about the local bus service provided under contract and a copy is attached to this agenda, along with a copy of revised timetables.

It was **RESOLVED** to endorse the timetables supplied.

f. Thirlaways, 49 London Road, Biggleswade – TCA/10/00065 – application to carry out Tree work

Correspondence was received from Central Bedfordshire Council to inform of an application to carry out work to prune various Sycamore and Conifer trees in the rear garden of the above property, which is within Biggleswade Conservation Area.

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

g. Notice of application for Variation of Premises Licence – Pizza Town, 58 High Street, Biggleswade

Correspondence has been received from Central Bedfordshire Council informing that an application for Variation of Premises Licence has been made by Pizza Town, 58 High Street, Biggleswade and has asked for Town Council's comments by **1 April 2010**. The request is to vary the existing premises licence by adding the sale of alcohol. Alcohol will be delivered to customers with food ordered.

It was **RESOLVED** that Town Council **OBJECT** to the supply of alcohol licence being granted on the grounds of crime, disorder, public safety and public nuisance.

Although the applicant's intention is to delivery alcohol to customers with food, the Town Council felt that this could not be regulated.

h. St Andrew's Parish Church Garden of Remembrance

St Andrew's Church is planning a Garden of Remembrance within the churchyard, the Faculty (Church planning permission) has been granted and the scheme has been approved by Central Bedfordshire Council. The plans allow for a square plot 12m x 11.4m including accessible path 1.2m wide all round a similar joining path to the existing south path. There will be 3,600 plots for the internment of ashes, which is hoped to last for 100 years. There will also be memorial stone, landscaping, low hedges and two wooden seats as well as a quiet place to sit and reflect and remember loved ones.

Estimates for the cost are in the region of £15,000, most of which is expected to be raised through private subscriptions and donations, as well as applying for grants. As this will be a Town facility, Town Council have been invited to contribute towards the cost. A copy of the drawing is attached to this agenda.

It was **RESOLVED** that Members agreed that there a few issues that require clarification before any decision is made, and that a meeting be arranged between members of the PCC and the Town and Deputy Town Mayor of the Council so that the issues can be addressed.

11. **ITEMS FOR INFORMATION**

a. **Response to item 11e – Council meeting – 23 February 2010**

Correspondence has been received from Central Bedfordshire Council confirming receipt of Town Councils representation regarding **Site Allocations Development Plan Document** that was discussed by Members at Council meeting held on 23 February 2010.

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

b. **Response to item – 11i – Council meeting – 23 February 2010**

Correspondence has been received from Amey in reply to Town Council's response to the planned Bridge Works at Crab Lane, Biggleswade.

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

c. **Biggleswade Scout Group**

Biggleswade Scout Group has written to Town Council to thank Members for agreeing in principle to the road naming of Baden-Powell Way and they ask to be kept informed of timescale and location of the road, when it is known.

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

d. **Proposed Temporary Road Closure – Holme Court Avenue, Biggleswade**

Central Bedfordshire Council has written to Council to inform that they have received a request for a temporary road closure at Holme Court Avenue from Morrison Utility Services, to enable gas pipework installation to be carried out safely.

Closure is expected to take place for 3 weeks from 12 April 2010 between 0730 and 1800hrs. Access may be allowed from time to time according to local signing. Specific dates will be advertised locally closer to the time.

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

12. **PUBLIC OPEN SESSION**

Ian Bond thanked Council for their support with his planning application.

Roy Chadwick thanked Council for their support.

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.