

MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 24 AUGUST 2010 AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD BIGGLESWADE

Present: Cllr Mrs W Smith (Chair), Cllr D Smith, Cllr P Vickers, Cllr Mrs R Forbes, Cllr Mrs S Grayston, Cllr D Albone, Cllr R Skinner, Cllr P Rook, Cllr G Wilson
Rob McGregor – Town Clerk
Juliet Brookes – Finance Assistant
Members of the public – 2

1. APOLOGIES

Apologies were received from Cllr T Woodward, Cllr P Woodward, Cllr Mrs J Lawrence, Cllr D Lawrence, Cllr Mrs R Kerfoot, Cllr S Watkins and PC Ian Wilson

2. DECLARATION OF INTERESTS

(a) Prejudicial interests – There were no prejudicial interests declared.

(a) Personal Interests

Cllrs 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 P Vickers declared an interest in item 8a as listed on the agenda.

Cllr D Albone declared an interest in item 11b as listed on the agenda.

3. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor reminded Members that the Annual Bowls match takes place on Thursday 26 August 2010.

4. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

5. BEDFORDSHIRE CONSTABULARY

a. No report was received from Bedfordshire Police.

b. INVITED SPEAKER

Mr Martin Page from D H Barford gave a brief presentation regarding planning applications 8b and 8c, as listed.

Mr Page handed out drawings to all based on the designs submitted for planning.

He advised that the family had owned the Mill for the past 150 years and wanted to look at the future of the premises. They had looked at turning the facilities into residential but were advised by Central Beds Planning that they should be encouraged to look at a facility that encouraged employment.

The mill is still working and they would like to renovate the premises to enable the public to view and to evolve into an education facility.

Mr Page invited the Councillors to attend the Mill if they wished for them to see the Mill working.

If they were successful with their planning application the timescale that they would be working to would be to open Easter 2012.

Cllr Mrs W Smith thanked Mr Martin Page for attending the meeting and for giving a brief presentation and advised him that the Council welcomed their proposal and felt that this development would be a great benefit to the community.

6. MINUTES OF MEETINGS

- a. Members received and adopted Minutes of the Council meeting held on 27 July 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 10 August 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 27 July 2010 – Cllr Mrs S Grayston said that regarding the question asked by Mrs Doris Brunt, Town Council should write and inform her that the Town Plan consultation is available to view on the website, and that she may find it useful.
- b. Minutes of the Planning meeting held on 10 August 2010 - none

8. PLANNING APPLICATIONS

- a. **CB/10/02673/FULL – 132 Holme Court Avenue, Biggleswade.**
Full: Proposed 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 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/10/02841/FULL – 1 & 2 Holme Mills Cottages, Langford Road, Biggleswade.**
Full: Erection of replacement semi detached cottages

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/10/02857/FULL – Holmemills, Langford Road, Biggleswade.**
Full: Proposed Heritage Centre Development involving the change of use of existing business site (Class B2), alterations to existing mill, erection of reception building with retail store/café & function area (Variation of extant planning permission reference MB/04/01593/SE73), erection of interpretation & demonstration buildings to replace existing buildings, creation of landscaped garden & habitat area & alterations to existing access & car park.

It was **RESOLVED** that the Town Council welcomed this application, as it is felt that this development would be of great benefit to the community.

- d. **CB/10/02508/RM – Land South of Potton Road, Biggleswade**
Reserved Matters: Erection of 122 homes, landscaping, access and associated infrastructure on cells 15 and 16 Kings Reach (pursuant to outline planning permission 03/01205/OUT dated 13.11.06)

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

- e. **CB/10/02933/FULL – Sandbrook House, Saffron Road, Biggleswade**
Full; Conservatory (retrospective)

It was **RESOLVED** that the Town Council raise no objection to this application but note that this is a **RETROSPECTIVE** planning application. Members raised concerns about the size of the Conservatory and that the building company should have known that planning permission was required.

- f. **CB/10/02912/ADV – Land to the East of, Bells Brook, Biggleswade**
Store and Car Park Signage

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

- g. **CB/10/02942/FULL – Holme Grove House, London Road, Biggleswade**
Full: Demolition of existing outbuildings & replacement with garden barn & triple garage/carport.

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 31st July 2010
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 31st July 2010

b. **Accounts for the year ended 31st March 2010 (copy attached)**

- i. Members approved and adopted the amendments in Boxes 4 and 11 of the Statement of Accounts contained in the Annual Return for 2009/2010.

c. **Review of the Effectiveness of the Internal Audit**

- i. Members reviewed the effectiveness of the internal audit. A copy of the work programme for 2010/2011 was attached.

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

10. **ITEMS FOR CONSIDERATION**

a. **Bedford College Student Achievements 2010**

Bedford College asked if the Town Council would once again sponsor one of the student awards for the 2010 Event which will take place on Thursday 25th November at Bedford Corn Exchange. A key part of the event is the sponsorship of awards by local businesses and organisations and each student nominated for an award will receive a gift voucher or prize.

It was **RESOLVED** that the Town Council donate £50 in sponsor money to this event.

b. **Request from Biggleswade Sports**

Biggleswade Sports wrote to Town Council to ask permission to use Fairfield Cricket Field, pavilion and toilets on Saturday 25 September 2010, in order for them to stage a 2 mile Fun Run.

They are raising funds for Children born with Prader-Willi Syndrome, for which there is no cure.

They are hoping to send out 200 letters, and have asked if they could use Town Council photocopier, they would supply their own paper.

It was **RESOLVED** that Town Council support **BOTH** of these requests. They requested that a letter be sent to Biggleswade Sports advising them that the 200 letters would be copied on this occasion but this would be a 1 off situation and not intended to set precedence.

c. Request from a resident of Mead End

Correspondence was received from a resident of Mead End, informing Council of the problems they have had since moving into the property.

There has been an increasing amount of damage to the fence at the bottom of the garden from vandals in the park. The fences have been repaired over and over again and the last episode resulted in a total battering, whereby a new fence panel was erected. Previously, the neighbours called the police who subsequently came out and put 2/3 panels back in place while the property was unoccupied that evening.

Originally the borders (fences/hedges) of all neighbouring properties were protected by a high wire fence erected by the Council. The fence behind this property has been removed by previous owners, this lady is requesting the same protection as her neighbours and is inviting Members to inspect the property as well as the fence along the walkway, which would benefit from some repair/replacement.

It was **RESOLVED** to refuse these requests. The house was purchased as seen, with the original fencing removed, therefore the boundary is the householders responsibility.

d. Request to erect a Memorial Bench in Stratton Way Cemetery

Town Council received a request from a lady, for a bench to be erected in Stratton Way Cemetery, in memory of her daughter who was cremated last February.

It was **RESOLVED** that Town Council agree to this request, but the applicant must supply the bench herself, and she must liaise with Town Council staff as to the location and type of bench.

e. To consider dates for the PLOS walkout 2010

Members are asked to consider a date for the annual PLOS walkabout.

The dates suggested are:

Tuesday 31 August
Thursday 2 September
Tuesday 7 September
Thursday 9 September
Thursday 16 September

Commencing at 6pm

It was **RESOLVED** that the date would be **31 August and if needed, 2 September**. Cllrs to meet at Franklins Recreation Ground at 6pm

f. Full of Life Festival week – 27 Sept to 1st October 2010

Central Bedfordshire Council are once again planning a 'Full of Life' campaign which consists of a whole week of celebrations which links in with the Government's initiative called 'Full of Life' highlighting Older People's day on 1st October. The whole week will be to celebrate the contribution older people make to our society and economy and tries to tackle any negative attitudes and stereotypes by bringing different generations together to promote a more positive view of later life – for more information go to <http://fulloflife.direct.gov.uk/index.html>.

To promote this event they are requesting to bring their 'Rave Bus' onto Biggleswade Market Square on Monday 27 September between 9.00am – 2.30pm.

It was **RESOLVED** Town Council raise **NO OBJECTION** to this request.

g. Request to carry out tree work in Biggleswade Conservation Area

Central Bedfordshire Council has written to Town Council informing that they have received an application to carry out work to tree(s) at a property in Crowther Court which is within the Biggleswade Conservation Area, the details of which are attached.

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

h. Proposal for Tuesday Market

The Market Superintendent has written to Town Council to say that he has been approached by some of the Saturday traders regarding holding a regular Tuesday Market.

They would not need Council erected stalls, or a road closure and the traders would take their own rubbish away. At present approximately 8-10 stalls are interested.

It was **RESOLVED** that Town Council **AGREE** to this request on trial basis for 6 months. The Town Clerk will liaise with the Market Superintendent regarding costings, timings etc.

Cllr P Rook asked that his name is recorded against the decision of charging a fee to stall holders

i. Request from a Biggleswade couple

A Biggleswade couple that are due to hold their Wedding Reception at Stratton House Hotel on 18 September 2010, have written to Council to ask if they could be granted a maximum of six permits to allow any of their guests who are unable to utilise the Hotel car park, to be allowed to exceed the limit of three hours in the Chestnut Avenue short stay Car Park.

It was **RESOLVED** that Town Council **REFUSE** this request and that a letter be written to advise that Rose Lane Car Park is free, with no restrictions and to provide them with a map.

11. ITEMS FOR INFORMATION

a. Log of Public copies of agendas and attachments produced

As requested by a member of the public, Town Council has been producing public copies of agendas **with** attachments. A log is attached to show how many sheets of paper have been wasted as well as the time spent since August 2009.

It was **RESOLVED** that 5 copies of agendas with attachments be produced for members of the public for each Council meeting. More copies would be needed for the Annual Meeting held in May of each year.

b. Appeal submitted– CB/10/01722/FULL

Correspondence was received from Central Bedfordshire Council regarding the above planning application which was refused by Town Council.

The applicant, Mr D Hillyard, has submitted an appeal to the Secretary of State against the Council's decision.

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

c. Planning application CB/10/02226/FULL – Erection of new play equipment at Kitelands Park, Biggleswade

Levitt Partnership has received correspondence from Central Bedfordshire Council Development Management stating that the above planning application cannot be continued with, and a copy is attached to this agenda.

It was **RESOLVED** that Cllr P Vickers would discuss this application with CBC Planning Dept and report back to Town Council.

d. A1 between Brampton and Baldock – Carriageway Repair Works

CarillionWSP, on behalf of the Highways Agency, have informed Town Council that carriageway repair works to various sections will be carried out in 5 phases, commencing on the evening of Monday 23 August through to Friday 17 September.

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

e. **Members' Customer Service Bulletin for period 12/07/10 to 08/08/10**

Town Council received the Members' Customer Service Bulletin for period 12/07/10 to 08/08/10 and a copy is attached to this agenda.

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

f. **Central Bedfordshire Major Roadworks**

A copy of Central Bedfordshire Major Roadworks schedule commencing Saturday 21 August 2010 – 2 week programme was attached this agenda.

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.