

**MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON 14 SEPTEMBER 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 Mrs J Lawrence, Cllr D Lawrence, Cllr G Wilson, Cllr T Woodward, Cllr S Watkins, Cllr P Vickers, Cllr Mrs S Grayston, Cllr D Albone, Cllr P Rook  
Rob McGregor – Town Clerk  
Sue Crowther – Administrative Assistant

**1. APOLOGIES**

Apologies were received from Cllr R Skinner, Cllr P Woodward and Cllr Mrs R Forbes

**2. DECLARATION OF INTERESTS**

**(a) Prejudicial interests in any agenda item** - there were no prejudicial interests declared.

**(b) Personal interests in any agenda item** - Cllr PF Vickers registered an interest as a member of the Central Bedfordshire Management Development Committee in respect of planning applications listed on the agenda.

Cllr Mrs J Lawrence and Cllr D Lawrence declared an interest in item 9a as listed on the agenda.

**3. PUBLIC OPEN SESSION**

There were no items discussed during the public open session.

**4. PLANNING APPLICATIONS**

**a. CB/10/03105/FULL – 5 Market Square, Biggleswade.**

Full: First floor rear extension to create self contained residential unit.

It was **RESOLVED** that Town Council raise no objection to this application **ON CONDITION** that there is no additional access via St Andrews car park.

**b. CB/10/03107/FULL – 5 Market Square, Biggleswade.**

Full: Single storey rear extension (storage space).

It was **RESOLVED** that Town Council raise no objection to this application **ON CONDITION** that there is no additional access via St Andrews car park.

**c. CB/10/02909/FULL – Land adjacent 44, Brunel Drive, Biggleswade.**

Full: Change of use of land to residential garden.

It was **RESOLVED** that Town Council **OBJECT** to this application as the land in question is future Public Open Space and is under negotiation for adoption by Town Council. If Central Bedfordshire Council see fit to go ahead and agree this, future public space in Brunel Drive would be come their responsibility.

**d. CB/10/03203/FULL - 64 Windermere Drive, 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.

**5. ITEMS FOR CONSIDERATION**

**a. Request to erect a headstone and memorial bench in Stratton Way Cemetery, Biggleswade**

Correspondence was received from a relative of a gentleman who is buried in Stratton Way Cemetery, requesting permission to erect a headstone 6 ft in height. The Town Council Regulations concerning Burials and Memorials states that the maximum height is not to exceed 4ft.

They also requested permission to install a memorial bench, with a plaque, near the grave.

It was **RESOLVED** that Town Council **REFUSE** permission for a 6ft tall headstone as the Cemetery rules must be adhered to.

It was **RESOLVED** that Town Council **AGREE** to the request for a memorial bench, but the applicant is to supply the bench themselves, and must liaise with Town Clerk as to the location and type of bench.

**b. Request from Macmillan Fundraising Committee**

Macmillan Fundraising Committee requested permission to stage a 'Fun Day' sometime during Summer 2011. This will be on a Saturday or Sunday – date yet to be decided. They are looking for some land to host the event which will include items such as food stalls, craft stalls, games and general fundraising.

It was **RESOLVED** that Town Council agree in principle to this request, but would welcome a more detailed request in due course. It was agreed that Eagle Farm Road recreation ground would be the best location for the event.

**c. Biggleswade 60<sup>th</sup> Annual Sports Meeting – 9 July 2011**

Town Council received correspondence from Biggleswade Sports to advise that they plan to hold their 60<sup>th</sup> Annual Sports Meeting on Saturday 9 July 2011 commencing at 1.30pm, at Fairfield Sports Ground. They are requesting permission to use the Sports Ground as well as the Pavilion and Toilets.

It was **RESOLVED** to agree to this request.

**d. Survey of Flat Roof at the Old Court House, Saffron Road, Biggleswade**

Levitt Partnership has written to Town Council confirming the procedures and fees for them to carry out a survey and submit their report to include flat roof specialist recommendations, specification and budget costs to replace the existing flat roof for the sum of £520.00 plus VAT. The roof is in need of repair as soon as possible.

It was **RESOLVED** to agree to the survey of the roof.

**6. ITEMS FOR INFORMATION**

**a. Notes of the Pre Hearing meeting held on 13 August re Site Allocations Development Plan Document**

A copy of the notes of the Pre Hearing meeting held on 13 August 2010 regarding the Central Bedfordshire (North) Site Allocations Development Plan Document, was attached to the agenda.

It was **RESOLVED** that a letter be written to Central Bedfordshire Council to reiterate the comments made to Mid Beds District Council.

b. **Notice of Grant of Planning Permission – CB/10/02516/DEM -Tremabe, 171 London Road, Biggleswade**

The above planning application was not sent to Town Council, an email has been sent to Central Bedfordshire Council to inform them of this.

A copy of the Notice of Grant of Planning Permission and proposed development plan was attached to the agenda.

It was **RESOLVED** that a strongly worded letter be written to Central Bedfordshire Council to express Town Council's displeasure at not being consulted about the above planning application, and that the local residents also have not been informed.

It is felt that Central Bedfordshire Council have failed in their duties.

7. **PUBLIC OPEN SESSION**

There were no items discussed during the public open session.

8. **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.