

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 25 JANUARY 2011 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 P Woodward, Cllr P Vickers, Cllr S Watkins, Cllr Mrs S Grayston,
Cllr D Albone, Cllr R Skinner
Rob McGregor – Town Clerk
Juliet Brookes – Finance Assistant
PC Ian Wilson – Bedfordshire Constabulary
Members of the Public - 1

1. APOLOGIES

Apologies were received from Cllr Mrs R Forbes and Cllr P Rook.

2. DECLARATION OF INTERESTS

(a) **Prejudicial interests** – there were no prejudicial interests declared.

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

3. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor said that Town Council would like to send best wishes to Cllr Peter Rook for a speedy recovery and hope that he is soon out of hospital.

The Mayor announced that item **12c** as listed on the agenda (106 agreements – East of Biggleswade) is to be brought forward and taken as item **11k** for consideration; this is due to information being received since the agenda was despatched.

4. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

5. BEDFORDSHIRE CONSTABULARY

PC Ian Wilson reported that there were 57 reported crimes December 2010, including 3 burglaries, which is better than the previous year.

PC Wilson said that the CID is progressing with the assault in Drove Road as well as the incidents of GBH, that were reported to Members at the meeting in November.

Chief Inspector Alfred Hitchcock has told the local force that they need to be concentrating on burglary/house burglary/robbery/ car crime and GBH in our area.

The Community Safety Forum has changed its name to 'Lets Talk', and the format has changed to enable issues to be dealt with at a higher level.

Jo Mayes does an amazing amount of voluntary work and had received 'Young Person of the Year' award.

Cllr Mrs J Lawrence said that the crime figure for Biggleswade lvel are appalling and asked if the police would be putting on more patrols in the area.

PC Wilson replied that the lvel area includes the town centre; therefore shoplifting etc makes up quite a proportion of the figures.

Cllr Mrs J Lawrence said she would like PC Wilson to pass on her thanks to the Police Officer who picked her up when she fell over on the ice on Shortmead Street.

6. **INVITED SPEAKERS**

There were no invited speakers.

7. **MINUTES OF MEETINGS**

- a. Members received and adopted Minutes of the Council meeting held on 23 November 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 14 December 2010 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- c. Members received and adopted Minutes of the Planning meeting held on 11 January 2011 at the offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. **MATTERS ARISING**

- a. Minutes of the Council meeting held on 23 November 2010 – Town Council to write a letter to John Saunders to thank him for providing the Organ music at the Christmas Eve Market.
- b. Minutes of the Planning meeting held on 14 December 2010 – Town Council to chase a reply from their letter to CBC regarding item 4a - CB/10/03786/SE73 – Land Rear of 144 to 146 London Road, Biggleswade
- c. Minutes of the Planning meeting held on 11 January 2011 - Town Council to chase a reply from their letter to CBC regarding item 6a - Gypsy and Traveller Development Plan Document (DPD)

Cllr R Skinner agreed to circulate to Members notes of the 'Lets Talk Together' community meetings, via Town Council meetings.

9. **PLANNING APPLICATIONS**

- a. **CB/11/00058/FULL – 7 Sandpiper Close, Biggleswade.**

Full: Single storey side/rear extension. New gate through fence onto public footpath.

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/11/00045/FULL – 3 Swanbourne Close, Biggleswade.**

Full: First floor side extension to form new bedroom & en-suite.

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/11/00066/RM – Land South of Potton Road, Biggleswade.**

RM: Erection of 228 dwellings & ancillary works on Parcels 8 to 14(pursuant to outline planning permission MB/03/01205/OUT dated 13 November 2006).

All plans are available for viewing in the office.

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

- d. **CB/11/00085/ADV – Unit 1, Biggleswade Retail Park, London Road, Biggleswade.**

Advertisement Consent: 3 illuminated fascia signs & 1 illuminated totem sign (retrospective).

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

10. **ACCOUNTS**

a. **Financial Administration**

Members received and adopted the following accounts:

- i. Detailed Balance Sheet to 30 November 2010
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 30 November 2010
- iv. Detailed Balance Sheet to 31st December 2010
- v. Summary of Income & Expenditure.
- vi. Current Bank Account, receipts and payments to 31st December 2010

b. **Internal Audit Report (Interim) 2010/2011**

Members received and adopted the Internal Audit Report and agreed the recommendations on the Action Plan.

11. **ITEMS FOR CONSIDERATION**

a. **Italian Market**

Simon Faro from Italia in Piazza asked if he could stage another Italian Market in the Market Square on Friday 1 June 2011.

It was **RESOLVED** that Town Council **AGREE** to this request.

b. **Tree Preservation Order no 1/2011 – Manor Court, Dunton Lane, Biggleswade**

CBC is making a Tree Preservation order No 1/2011, for the above address, in accordance with Sections 198 and 201 of the Town and Country Planning Act 1990. By virtue of Section 201, and this order came into immediate effect on 6 January 2011.

Objection and representations must be received by 3 February 2011.

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

c. **Request from Jamie Harris**

Jamie Harris, Harris Funfairs, has written to Town Council requesting permission to install a small roundabout ride on the Market Square during half-term week 21 – 26 February 2011.

Jamie has spoken to the Market Superintendant who said that there should be room within the Tuesday and Saturday Markets to accommodate the ride.

Jamie is also requesting permission to occupy the White Hart Car Park with a bouncy slide and roundabout on Saturday 9 and 16 April and Saturday 7 and 14 May 2011.

It was **RESOLVED** to **AGREE** to these requests and in order to avoid any grievances and to keep an even balance on the market, that a fee of £35.00 per day would be chargeable for the site per day.

d. **Request from Henry Harris**

Henry Harris has written to Town Council requesting permission to hold a Fun Fair on the Market Square during Carnival Week 2011, arriving on Tuesday 21 June, and opening on Thursday 23 June until Saturday 25 June.

It was **RESOLVED** that Town Council **AGREE** to this request.

e. **Gold Star Families**

Correspondence was received from 'Gold Star Families' who provide the following services for schools and families in the Biggleswade area:

- Parent information and Guidance
- Co-ordination and funding for out of school hours activities for children
- Adult and Family learning opportunities
- Parents Apart workshops

The current funding for Gold Star Families will cease by August, so they would like to establish a separate organisation in order to use a variety of funding sources to benefit local families and are holding meetings on Tuesday 1 February at 9.30am at the Weatherly Centre and Wednesday 2 February at 7pm at Holmemead School for interested people to get together and have a say in the new organisation.

It was **RESOLVED** not to nominate a representative but to ask Gold star Families to apply for a Community Grant for financial support.

f. **Litter and Fly-Tipping – Rose Lane Railway bank**

A member of the public has written to Town Council regarding litter and fly-tipping on the railway bank Rose Lane side, between Crab Lane and Potton Road bridges.

This item was raised at the Council meeting on 11 May 2010 after which some effort was made to clear some areas, but the area of main concern remains an eyesore.

It is requested that the Town Council contact Network Rail again to complete the clean-up operation and that they are urged to carry out the work before the spring and summer growth hides the litter yet again. Also, that Network Rail are asked again to commit to at least an annual clear-up of all the Railway banks and bridge areas throughout Biggleswade.

It was **RESOLVED** that the Town Council write a letter to Network Rail regarding litter and fly-tipping as well as a broken fence opposite Rose Lane railway bank.

g. **Central Bedfordshire Prioritised Works Programme 2011-2014**

Central Bedfordshire Council provided Town Council with a copy of Prioritised Works Programme 2011-2014 and Members are asked to consider the following;

The relative position of each scheme on the list for each category of scheme, to indicate where Members believe the priority order is incorrect; and to advise of any other schemes Members would like to see considered in addition to those listed, and where it is believed these should be positioned on the list.

Cllr Mrs J Lawrence said that Church Street footway needs retreading not resurfacing

Teal Street/Hitchin Street/ High Street all have lots of potholes and need to be brought forward.

The east end of Church Street is not included but needs resurfacing.

Cllr D Albone said that Town Council needs to know when the 106 money will expire and where it is intended for so that Council knows how long it has to spend the money.

It was **RESOLVED** that the Town Council write to Central Bedfordshire Council to request more information in relation to the 106 monies in order that an informed decision can be made.

h. Seasonal Vegetation Contract 2011-2012 – Central Bedfordshire Council Countryside Access Team

CBC are currently preparing their grass cutting (season vegetation clearance) programme for next financial year (April 2011 – March 2012 and given the anticipated reduction in budgets are currently reviewing the ways that they work in our area.

They have contacted all parish councils to establish priorities for the future cutting of surface (and some side) vegetation along the public rights of way network.

They have supplied a copy of the map with the local rights of way network shown (on display in the Council Chamber) and are asking for Members to mark on the paths or section of path where it is felt that the grass should be cut during the summer months.

It was **AGREED** that the Town Clerk write and confirm the priority areas.

i. Street Naming and Numbering – Land at 23 – 31 London Road

Correspondence was received from CBC to inform that they have received the above application for Street Naming, the developer following consultation with the Biggleswade History Society, has proposed the following street names:

Ladbroke Grove – Ladbroke House was owned by Thomas Kinman the ironmonger from 1876 to 1907.

Barn Field Close - this area was part of Barn Field (1838 tithe map) and was owned by Rev Lindsell.

Tealby Close – Mary Tealby lived opposite; she was one of the founders of Battersea Dogs Home and is buried in the grounds of Biggleswade Parish Church.

There are also four blocks of flats that need to be named, the following suggestions (they could be House or Court) have been put forward:-

Cockerell House – Thomas Cockerell the UDC surveyor lived here 1903 – 1925

Morton House – Frances Morton 1877 – 1902. She was the widow of Thomas Morton (Morton & Kinman) the ironmongers 1864 0 1904 before the Fishers

Barber House – Sarah Barber 1891 – 1903

It was **RESOLVED** that the following street names be used:

Kinman Close	Barnfield Close
Tealby Close	Fisher Close

and for the flats:

Morton House	Barber House
Cotton House	Pembroke House

j. **Central Bedfordshire Housing Strategy**

CBC would like to know Town Councils opinion on the Central Bedfordshire Housing Strategy, which sets out the vision and aims for housing in Central Bedfordshire.

The Housing Strategy is an over-arching document for a number of strategies and topics such as the Homelessness Strategy, Private Sector Renewal Strategy, empty Properties and housing for older people.

It places housing within a wider social, economic and political context.

The strategy strengthens the links between housing and wider regeneration activities such as crime reduction, place shaping, health improvement and prevention, and community cohesion.

It also establishes priorities and options for action setting targets, explaining delivery mechanisms and monitoring arrangements for joint working and partnership in the sub region.

The Consultation period commenced on 4 January 2011 for 12 weeks until 1 April 2011.

A copy of the Housing Strategy was available to view in Town Council offices or on CBC website: www.centralbedfordshire.gov.uk/council-and-democracy/consultations/default.aspx

A copy of the Executive Summary was attached to the agenda.

It was **RESOLVED** to defer any decisions until Central Bedfordshire Council can provide more information on how this document will link in with the proposed Localism Bill and clarification has been received from Aragon Housing regarding vacant properties.

k. **106 agreements – East of Biggleswade**

Town Council was notified by Vivian Cannon of Central Bedfordshire Council, that she is undertaking the role of negotiating with developers in relation to 106 agreements to provide a Community Centre on the new developments to the East of Biggleswade.

Vivian Cannon will hold initial talks with the developers to try and establish what they perceive as a Community Building, this will be followed up by a meeting with the Town Council.

It is hoped that continued discussions with the developers and the Town Council will provide a building that is suitable for Community use.

The Town Clerk will update Members as relevant when Members report back to Council.

It was **RESOLVED** to elect the following 4 Council members to attend the meeting on 3 February and any subsequent meetings.

Cllr Mrs J Lawrence
Cllr Mrs W Smith

Cllr P Vickers
Cllr Mrs S Grayston

12. **ITEMS FOR INFORMATION**

a. **Proposed Outline Planning Application for Health Centre, Sports Pitches, Changing Facilities with Car Parking (revised)**

A copy of the Notice of Refusal of Planning Permission, for the above planning application, has been received, and a copy was attached to this agenda.

Cllr P Vickers offered to leave the Chamber at this point but, it was agreed that this was not necessary.

It was **RESOLVED** that Town Council ask Medical representatives to attend a Council meeting.

The Town Clerk informed the meeting that letters had already been sent under Town Mayors instruction.

b. **Bedfordshire Bugle**

The latest edition of the Bedfordshire Bugle is attached to this agenda. The ***Developing Chairmanship Skills*** sessions have been moved from the original date of 24 February, to 3 March ie a week later. There are still spaces on each course.

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

c. **106 Agreements – East of Biggleswade**

This item was discussed under **11k** - 'items for consideration'

13. **PUBLIC OPEN SESSION**

There were no items discussed during the public open session.

14. **EXEMPT ITEMS**

The following resolution will be moved that is advisable in the public interest that the public and press are excluded whilst the following exempt item +issue(s) is discussed.

Section 1002 (1) of the LGA (Access to information) (variation) order 2006. Section 12a part 1 paragraph 3.