

**MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON 11 OCTOBER 2011 AT THE
OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD,
BIGGLESWADE**

Present: Cllr T Woodward (Chair), Cllr Mrs J Lawrence, Cllr D Lawrence, Cllr G Wilson,
Cllr P Woodward, Cllr S Watkins, Cllr Ms S Mulchrone, Cllr Mrs H Ramsay, Cllr Mr I Bond,
Cllr Mrs M Russell, Cllr B Briars, Cllr R Skinner
Sue Crowther – Administrative Assistant
Members of the Public - 5

Cllr P Vickers arrived late when item 4a (Planning Application) was being discussed.

1. APOLOGIES

Apologies were received from Cllr Mrs W Smith.

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 4d (Planning Application) as listed on the agenda.

3. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

4. PLANNING APPLICATIONS

a. CB/11/03387/FULL – 111 Mead End, Biggleswade

Installation of extractor fan.

It was **RESOLVED** that Town Council **OBJECT** to this application as the fan would be too close to a residential property.

b. CB/11/03346/FULL - Holme Mills, Langford Road, Biggleswade

Variation and extension of approved mill store building in association with heritage development granted under planning permission CB/10/02857/FULL.

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

c. CB/11/03280/FULL - Holme Mills, Langford Road, Biggleswade

Full: Addition to mill building to enclose a lift and plant room and provide external staircase in association with approved heritage development.

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

d. CB/11/03291/FULL – 10 Trinity Close, Biggleswade

Erection of 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. Town Council ask that CBC monitor carefully the impact on the adjoining property.

- e. **CB/11/03411/FULL – 29 Devon Drive, Biggleswade**
Conversion and Extension of Garage to form an Annexe

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. Town Council ask that CBC monitor carefully the impact on the adjoining property.

- f. **CB/11/03343/FULL – 52 Saffron Road, Biggleswade**
Construction of dropped kerb (retrospective)

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

5. **ITEMS FOR CONSIDERATION**

- a. **Request from Jamie Harris**

Jamie Harris had requested to use White Hart car park on 15 October to accommodate Fun Fair rides.

It was **RESOLVED** that Town Council agree to this request and that a letter be written to Jamie Harris to ask him to supply a list of dates for 2012.

- b. **Request from Prince's Trust team**

The Prince's Trust runs a personal development programme for 16-25 year olds not in education, employment or training, helping young people to develop skill, confidence and motivation by working as part of a team to contribute to their local community and achieve their goals.

As part of the programme they are required to carry out a community project to help a local community group. The teams' community project is to build a safe and secure outdoor area for children from the age of 6 months to 8 years at Saxon Gate Crèche in Biggleswade and will commence on 4 October 2011. They have raised funds totally £180 which will contribute towards the cost of the build but still need to raise donations in the form of materials or funds.

It was **RESOLVED** that Town Council **AGREED** to treat this request as a special case as it is a timed project, and that the Princes Trust be asked to complete a Grant Application Form to enable the payment to be processed.

- c. **BATPC Annual General Meeting – Thursday 20 October 2011 commencing at 7.30pm**

The BATPC Annual General Meeting will be taking place in Houghton Conquest Village Hall on Thursday 20 October commencing at 7.30pm and Biggleswade Town Council is invited to nominate 3 delegates. Cllr Mrs M Russell is the Town Council's representative, Members were asked to nominate 2 more delegates for voting purposes.

It was **RESOLVED** that Cllr Mrs H Ramsay and Cllr I Bond be nominated.

- d. **Planning Skills Workshop**

All Members were invited to attend a Planning Skills Workshop on Friday 25 November 2011 at The Rufus Centre, Steppingley Road, Flitwick MK45 1AH. The course runs from 9am to 4.30pm and the booking form was attached to the agenda.

It was **RESOLVED** that Cllrs Mrs H Ramsay, R Skinner, G Wilson, S Mulchrone and S Watkins attend this workshop and will book direct with BATPC.

e. **Pride in Day**

Town Council were asked to consider granting approval for the use of Biggleswade Market Square on the 26th October 2011 between 2pm & 6pm to hold a 'Pride in Day'

Correspondence attached to the agenda. Residents and businesses are being given the opportunity to talk about local issues and get involved in their community as part of the 'Pride In Biggleswade' event on 26th October 2011 running between 2pm and 6pm, at the Market Square, Biggleswade.

During the afternoon local representatives from Central Bedfordshire Council, Bedfordshire Fire, and Police service will all be available to discuss any issues about local community safety matters.

With the Council's Waste Minimisation Officers also on hand to answer questions about the kerbside scheme and discuss reducing, reusing and recycling waste, people are also being encouraged to bring along any pre-loved clothing to be donated to charity and given a new lease of life.

Bedfordshire Police will be available to offer advice on initiatives such as 'Property Marking', 'Your Numbers Up, 'Ringmaster' and the 'Bobby Scheme Van'.

Full List of Attendees

Police	Fire
Environmental Protection (Fly tipping, posting , etc)	
Environmental Health	Licensing
Domestic Violence	
Beds Police Partnership Trust (Bobby Scheme)	
Waste Minimisation Team	Aragon Housing
Dog warden	Trading Standards
Community Safety	

Members of Biggleswade Town Council would be welcome to attend, to meet the public and hear any issues the public may have.

The aim is to have all attendees working actively throughout the event.

It was **RESOLVED** that Town Council grant permission for the 'Pride In' day to take place in the Market Square on 26 October.

f. **Joint Partnership Committee**

Members were asked to consider setting up a Joint Partnership Committee with Central Bedfordshire Council.

Central Bedfordshire Council have suggested that to progress this matter that 8 Town Councillors are elected to attend a workshop on either the 2nd or 3rd November 2011 at 3.00pm at the Town Council Offices, in order that the terms of reference for this Committee can be agreed.

The Terms of reference once agreed would go to committee at Central Bedfordshire Council for consideration to be included as part of Central Bedfordshire Councils constitution.

There are currently three other Councils who have joint committees and have their term of reference in Central Bedfordshire Councils constitution.

CBC had informed Council that they needed to change the date of the Workshop and provided a list of alternative dates.

It was **RESOLVED** that **ALL** Councillors attend the Workshop and the date chosen was **Tuesday 8 November**.

6. **ITEMS FOR INFORMATION**

a. **Biggleswade History Society Newsletter**

Town Council had received a copy of Biggleswade History Society Newsletter and a copy was attached to the agenda.

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

b. **Further to OSCP 13 September - Request for a Bus shelter at Stratton Way, Biggleswade**

Correspondence was received from CBC informing that the second hand bus shelter previously offered to Town Council, is now not available.

It is quite likely that a shelter will become available during the next year, and Biggleswade would have 'first call' on it.

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

c. **Unison notice to Employer of an official industrial action ballot**

Unison had written to Town Council informing of their intention to hold a ballot for industrial action in relation to a trade dispute over changes to Local Government pensions.

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

d. **Changes to the Safer Neighbourhood Team**

A meeting was held on the 26th September 2011 and was attended by Sergeant Gary Kidd, Safer Neighbourhood Team, Bedfordshire Police & Rob McGregor, Town Clerk.

Sergeant Kidd wanted to notify Council of changes to the S.N.T. The S.N.T consisted of 1 Sergeant, 4 Officers & 5 P.C.S.O.S, the S.N.T will now comprise of 1 Sergeant & 10 P.C.S.O.S, the 4 officers from the S.N.T will now become the Local Policing Team, not the S.N.T or Rapid Response. The duties they will cover will be local crime, night time economy and taking statements.

In all Biggleswade will have 15 police officers.

Sergeant Kidd will be attending the next Full Council meeting to discuss various issues.

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

7. **PUBLIC OPEN SESSION**

Mrs Sheila Grayston asked if Town Council are intending to discuss the Boundary Review as she knew that Potton Town Council is not happy with the changes.

Cllr Mrs J Lawrence replied that this was discussed by the General Purposes Committee last week at CBC. If people aren't happy they can go to Luton to complain. Central Bedfordshire Council are not happy with the boundary changes.

Frank Foster asked if the amendments to the Fairholme development planning application would be discussed at the next Council meeting.

Cllr T Woodward replied that as soon as Town Council receives the revised plans, it would be discussed by Members.

Paul Jennings asked if details of Grant Application procedure and dates could be added onto the Town Council's website.

Cllr T Woodward replied that it would be considered in the review of the website.

Cllr T Woodward went on to remind Councillors about the Town Council Open Day on Saturday 29 October and requested that they be available to attend to meet local residents.

Cllr P Vickers said that regarding the Fairholme planning application, the housing association had taken notice to a certain extent of comments made and will be submitting revised plans, they would then come to Council.