

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 25 MARCH 2014 AT THE
OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD
BIGGLESWADE**

Present: Cllr Mrs Hazel Ramsay (Chair), Cllr Peter Biernis, Cllr Ian Bond, Cllr Bernard Briars, Cllr David Lawrence, Cllr Mrs Jane Lawrence, Cllr Michael North, Cllr Mrs Wendy Smith, Cllr Bernard Rix, Cllr Mrs Madeline Russell, Cllr Steven Watkins, Cllr George Wilson
Rob McGregor – Town Clerk
Louise Wilcox – Deputy Town Clerk
Angela Thomas - Administrator
Members of public – 5

1. APOLOGIES

Apologies were received from Cllr D Albone, and Cllr T Woodward.

2. DECLARATION OF INTERESTS

(a) Pecuniary Interests in any agenda item: Cllr B Rix declared a Disclosable Pecuniary Interest in Item 12.

(b) Non-pecuniary Interests in any agenda item: Grants 12a: Cllr Mrs W Smith & Cllr Mrs J Lawrence item 23, Cllr I Bond, Cllr Mrs M Russell item 7, Cllr B Briars, Cllr I Bond & Cllr G Wilson, item 20.

3. TOWN MAYORS ANNOUNCEMENTS

Cllr Mrs H Ramsay represented Biggleswade and attended Houghton Regis civic service.

Cllr H Ramsay thanked everyone who helped in making the Civil Service held on Sunday, 16th March a success.

Rob McGregor was congratulated for being nominated to the Clerks Champion Group, who with other Clerks will attend meetings with Central Bedfordshire Council.

4. MEMBERS QUESTIONS

There were no questions raised.

5. PUBLIC OPEN SESSION

Mop1 raised the question; did the police advise Cllr Wilson on how many accidents have occurred in the Dells Lane area; it will only be a matter of time before a serious accident occurs and it needs to be dealt with as a matter of urgency. The police need to work with Central Bedfordshire Council and police the area.

6. BEDFORDSHIRE CONSTABULARY

a. Members received crime figures from Bedfordshire Police.

Cllr Mrs J Lawrence stated that the figures had gone down and were in fact the same as 2005; the figures then went up comparing the first month of 2013 with 2014. Cllr Mrs J Lawrence asked that the police keep a very close eye on this.

b. For members to receive an update following the meeting between Cllr G Wilson, Sgt Gary Kidd and the Chief Inspector.

Cllr G Wilson read out a report of the meeting.

Cllr G Wilson responded to Mop1 question on accidents in Dells Lane and confirmed that the question had not been raised at the meeting with Bedfordshire Police, however Cllr G Wilson will raise the question at a further meeting.

Cllr Mrs H Ramsay thanked Cllr G Wilson for his thorough report, and asked for any comments.

Cllr D Lawrence can we ask the police how they balance their budget in terms of police presence in Biggleswade against Luton. Cllr B Rix supported the request.

Cllr B Briars raised concern that no action was being taken with the issues in Dells Lane; what happens in an emergency; if emergency services are unable to get through; we should put pressure on someone to police this matter.

Cllr B Rix pointed out that the response from the Chief Constable of Bedfordshire police mentions the words, (not routinely policed) indicating that it could be policed; this is an unusual circumstance and the police should pay more attention.

Cllr Mrs H Ramsay pointed out that Jeanette Keyte is now responsible for parking, would it be helpful for Jeannette Kyte to come to the Meeting of the Town Council.

Cllr B Rix also suggested that the police should also attend the meeting.

The Town Clerk is to write to the Chief Constable and Jeanette Keyte and invite them to a meeting of the Town Council.

7. **INVITED SPEAKER**

There was no Speaker invited.

8. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. Members received the Minutes of the Council meeting held on 11 March 2014 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Amendments were made to Items 5a and 10b.

5a "Cllr Ramsay confirmed that the H & S policy would naturally include all equipment in use, and the environment.

10b "Cllr Mrs W Smith pointed out that this would be better value for money for the Town Council and as the quotation was only a proposal, Council do not have to accept it."

It was **RESOLVED** that subject to the amendments Town Council **approve** the minutes for 11.03.14.

9. **MATTERS ARISING**

- a. Cllr Mrs J Lawrence said that she was pleased to see that something was happening with A Boards and asked the Clerk to confirm this as per the exchange of emails of the 25th March 2014.

The Town Clerk confirmed that it was intended to implement the A Board policy in April 2014.

10. **PLANNING APPLICATIONS**

- a. **CB/14/00780/RM – Land South of Potton Road, Biggleswade**
Reserved Matters: following Outline Application MB/03/01205/OUT for blocks 43 and 44 of development South of Potton Road, Biggleswade consisting of residential development for 46 new dwellings and associated areas.

It was **RESOLVED** that the Town Council should **approve** the application.

b. CB/14/00880/FULL – 39 Osprey Road, Biggleswade

Single storey side extension

It was **RESOLVED** that the Town Council should approve the application, subject to no objections from the neighbours.

c. CB/14/00516/RM – Land South of, Potton Road

Reserved Matters: following outline application MB/03/01205, erection of lower school, with; - access roads - car parking - sprinkler tanks - playing fields - hard courts - hard and soft landscapes.

It was **RESOLVED** that the Town Council approve the application; on the condition that CBC force the developer to consider more parking for the scheme.

d. CB/14/00881/FULL – 6 Sandy View, Biggleswade

Garage conversion with rear extension, new pitched roof and pitched roof to the front single elevation.

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.

e. CB/14/00981/FULL – 53 Dells Lane, Biggleswade

Two storey side/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.

11. ACCOUNTS

a. Financial Administration

Members received and adopted the following accounts:

- i. Detailed Balance Sheet to 28 February 2014
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 28 February 2014

b. Internal Audit Report 2013-14 (Interim update)

Members received the Internal Audit Report 2013-14(Interim update)

Members approved the Interim Audit Report 2013-14 (Interim Update).

12. ITEMS FOR CONSIDERATION

Cllr B Rix left the Chamber.

a. Grants/Donations

- i. For members to consider applications for Community Grants. A schedule and copies of grant applications circulated with this Agenda.

The following Grants were agreed:

Biggleswade Sports	£410
Biggleswade Crab Lane Railway Embankment Committee	£ 50
Biggleswade First Aid Club	£360
Mid Bedfordshire Citizens Advice Bureau	Nil
Biggleswade and District Handicapped Swimming Club	£300

Biggleswade Army Cadets	£450
Biggleswade History Society	£600
Link a Ride Community Transport	£500
Dunton Youth Club	Nil
Trinity Methodist Church, Community Project	£1,000
Biggles FM	£500
Biggleswade Town Cricket	£500
Autism Bedfordshire	Nil
Friends of Abbotsbury	£250
Keech Cottage	£500
Vitalise	£300
The Avenue	£300
Mayflower Social Club	£200
New Horizon Club	£200
Biggleswade Twinning Association	Nil
Biggleswade Gang Show	£250
1 st Biggleswade (St Andrews) Rainbow Guide Unit	Nil
St Andrews Holiday Club	Nil
Girl Guiding Biggleswade District	£250
Mind BLMK	Nil
The Biggleswade Talking Newspaper	£350
Biggleswade District Rainbow Units	£250
Biggleswade Sea Cadets	£450
MAGPAS – The Emergency Medical Charity	Nil
Biggleswade Town Youth FC	£250
Crime Stoppers	Nil
Hear 2 Listen	Nil

- ii. Biggleswade Town Cricket Club are 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** that Council would sponsor 5 match balls at a cost of £10 per game.

Cllr B Rix returned to the Chamber.

b. Fees for 2014/2015

A copy of the current fees was attached to this agenda.

It was **RESOLVED** that the Town Council accept the proposed changes to the fees for 2014/2015.

c. Sun Street – St Johns Street

At a Town Centre Management Meeting 20th August 2013; members **recommended** to write to C.B.C to enquire if the survey to investigate the feasibility of introducing a one way system Sun Street – St Johns Street could be jointly funded by C.B.C.

Cllr Mrs M Russell said that Town Council has been quoted £10k to carry out a survey into the viability of a one way system and has offered to pay £5k, splitting the cost with CBC, but CBC have nothing in the budget in 2013.

Cllr D Albone asked that this item is kept on the agenda for review at a later date.

Members **RECOMMENDED** that a letter is sent to CBC to remind them to budget for the survey in 2014.

Correspondence has been received from Nick Chapman, Transportation Manager, Highways asking if Town Council are still willing to part fund the feasibility of creating a one way system on the Sun Street/Rose Lane/St John's Street triangle. (Correspondence attached to this agenda).

Members are asked to consider Part funding a feasibility Study at a cost to Town Council of £6,500.

It was **RESOLVED** that the Town Council part fund the Feasibility Study at a cost of £6,500.

13. ITEMS FOR INFORMATION

a. Planning application outcomes

A report detailing the outcome of recent planning applications is attached to this agenda.

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

b. Customer Service Bulletin for period 12/02/2014 to 09/03/2014

A copy of the above report is available in the Town Council office for Members to view.

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

14. PUBLIC OPEN SESSION

MOP2 asked that as the Sea Cadets have been granted £450, can they consider buying a new Union Jack, as the current one is in disrepair?

MOP 3 raised concerns that a Councillor had declared an interest in item 12a (Grants) and then proceeded to vote.

Cllr Mrs H Ramsay agreed that that the Councillor concerned should not have voted, and the vote was repeated, minus the Councillor.

15. EXEMPT ITEMS

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

Agenda Items (16a + 16b) Contracts.

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolved** to exclude the public and press by reason of the confidential nature of the business about to be transacted.