

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 23 JULY 2013 AT THE
OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD
BIGGLESWADE**

Present: Cllr Mrs H Ramsay (Chair), Cllr I Bond, Cllr Mrs M Russell, Cllr G Wilson, Cllr S Watkins,
Cllr D Albone, Cllr M North, Cllr B Briars, Cllr Mrs W Smith, Cllr T Woodward
Rob McGregor – Town Clerk
Sue Crowther – Administrative Assistant
Members of the Public - 4

1. APOLOGIES

Apologies were received from Cllr B Rix and Cllr R Skinner

2. DECLARATION OF INTERESTS

- (a) Disclosable Pecuniary Interests in any agenda item – none declared
- (b) Non-pecuniary interests in any agenda item – Cllr B Briars declared an interest in item 13d

3. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:

The Deputy Mayor has taken part in a 118 mile cycle ride to raise funds for Parkinson's disease.

The Mayor has attended the digital launch of the Talking Newspaper at Abbotsbury Care Home, Mead End, Biggleswade.

The Mayor, accompanied by Cllr Mrs M Russell, has attended a Civic Reception at Houghton Regis.

4. MEMBERS QUESTIONS

Cllr Mrs M Russell asked what the CBC decision had been regarding the St Johns street planning application, **CB/13/01922/FULL**.

Cllr I Bond replied that although it was a close vote, with no official reason for objection and he understood why all the CBC Cllrs abstained, the application had been approved as it didn't break any planning rules.

5. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

6. BEDFORDSHIRE CONSTABULARY

Members received the crime figures from Bedfordshire Constabulary.

Cllr G Wilson, Police Liaison Councillor, said that he has had 2 constructive meetings with Sgt Gary Kidd and had addressed the issue of the layout of the Crime Reports and making them easier to understand.

Biggleswade is paradise compared to other towns in the country. Cllr Wilson said he was personally against CCTV cameras but now believe that they are an asset in the fight against crime.

There are only 4 PSCO's and Sgt Gary Kidd to cover the area from Arlesey to Sandy.

This months crime figures show 31 crimes including 8 assaults and motor vehicle crime. We are quite fortunate in Biggleswade.

Cllr B Briars asked if any update had been received on CCTV.

Rob McGregor replied that he has a meeting with Community Safety Group on 15 August and will update the Town Centre Management meeting on 20 August.

Cllr G Wilson said that we can now appreciate the value of CCTV.

Cllr Mrs M Russell asked Cllr Wilson if he could ask Sgt Kidd if he could ensure the crime figures are sent to Town Council in time to be attached to the agenda.

7. **INVITED SPEAKERS**

There was no invited speaker.

8. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. Members received the Minutes of the Council meeting held on 9 July 2013 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. **MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. For members to receive and approve the Minutes of the Council meeting held on 9 July 2013 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Cllr B Briars asked that the minutes of the 9th July are amended to include; the proposal that the costs for the work to the bowls club should be split 50 – 50 and that the recorded vote that was taken is also added to the minutes.

- b. For members to **approve the recommendations** of the **Finance and General Purposes meeting** held on 16 July 2013.

Items as listed on the agenda:

6) **ITEMS FOR CONSIDERATION**

a) **Management Accounts**

The Chair of the Finance & General Purpose Committee has recommended that the Management Accounts should cease to be produced for the first two months of the financial year.

Members were asked to consider this recommendation.

Members **RECOMMENDED** approval subject to the following amendments; the accounts will be circulated electronically to members of the Council, for the first two months and made available to the public should they require a copy.

Cllr B Briars said that he did not agree with the recommendation.

Cllr Mrs M Russell proposed that Town Council continues to receive Management Accounts every month.

A vote was taken – in favour – 5 against – 3 abstentions – Cllrs S Watkins and T Woodward

It was **RESOLVED** that Members continue to receive Management Accounts every month.

b) **Quotation for Increase in Public Liability Insurance**

Members consider a quotation for increasing the Public Liability Insurance to £10m.

Members **RECOMMENDED** that the Public Liability remain at the current level and the policy is reviewed at the renewal date in 2014.

9. **MATTERS ARISING**

- a. Minutes of the Council meeting held on 9 July 2013

Footpath - Mill Lane to Ivel Bridge – request for signage.

A copy of the reply from CBC was attached to the agenda.

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

10. PLANNING APPLICATIONS

a. **CB/13/02140/FULL – 135 London Road, Biggleswade**

Loft conversion with gable end and rear facing dormer.

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/11/02223/FULL – 5 Apollo Gardens, Biggleswade**

Part conversion of garage to habitable accommodation (retrospective application) re-submission

Previous applications – Town Council – 24/7/2013 – No Comment – CBC refused

Town Council – 22/1/2013 – Object - CBC refused

Applicant appealed – this was dismissed by the Planning Inspectorate

It was **RESOLVED** that Town Council **OBJECT** as previous, to this application, as it adds to parking difficulties for residents.

c. **CB/13/02333/FULL – 21 Anne Street, Biggleswade**

Remove outbuildings & erect part two storey, part single 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.

d. **CB/13/01824/OUT – Roadside Farm, 122 Potton Road, Biggleswade**

Demolition of existing dwelling and out buildings and erection of 4 x 3 Bedroom and 3 x 2 Bedroom dwellings.

It was **RESOLVED** that Town Council **REQUEST** more details of this development, particularly the proposed access and footpath, before this application can be considered.

e. **CB/13/01874/MW – Former Plant Site, Warren Villas Quarry, New Road, Sandy SG19 1AW**

Change of use of land to an inert waste recycling centre by screen, crushing and washing together with retrospective change of use of land to a mix of fishing and nature conservation uses and associated engineering operations to create fishing swims.

This application has been sent to Biggleswade Town Council to consider as this site is on the Parish Boundary.

It was **RESOLVED** that Town Council **OBJECT** to this application. Members raised concerns about the increase in traffic on New Road and the access to the A1.

f. **CB/13/02366/FULL – 31 Stoneland Avenue, Biggleswade**

Front 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.

g. **CB/13/01849/FULL – Car Park & Picnic Area, Shortmead Street, Biggleswade**

Erection of Memorial & Placement of Tractor.

It was **RESOLVED** that Town Council **OBJECT** to the installation of both of these items but raise **NO OBJECTION** to the installation of **ONE** item; with no preference to which one.

h. CB/13/02423/FULL – 24 Fairfield Road, Biggleswade
Single Storey 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 30 June 2013
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 30 June 2013

12. ITEMS FOR CONSIDERATION

a. Agenda Notes – Public Agendas

Members were asked to consider the content of the (attached) agenda notes document, with a view to the document being attached to all future public copies of Town Council agendas.

Cllr T Woodward asked that following amendments be made:

Point 3 is amended so as not to restrict free speech of the Public.

Point 4, last line to include members 'at the discretion of the Chair'

Point 8, last line to include 'contacting Councillors directly'

It was **RESOLVED** that subject to the amendments the document is approved.

b. Walking Route Improvements - Shortmead Street, Biggleswade

As part of the LATP scheme titled Walking & Cycling Routes, Biggleswade – work has been identified to improve pedestrian crossing points across side road junctions along Shortmead Street. This will include provision of dropped kerbs, tactile paving and localised footway and carriageway resurfacing.

It is intended to carry out the works during the school summer holidays.

Council were asked to consider any comments regarding the proposed work.

Cllr Mrs W Smith said that she is disappointed that the work only mentions dropped kerbs.

Cllr Mrs M Russell asked about the pedestrian crossing for Shortmead Street, and suggested that Town Council write to CBC to say thank you but the work should include a crossing.

Cllr B Briars said that a crossing on London Road is more important. Shortmead Street doesn't have as many children crossing it; London Road is busier, and a greater danger.

Cllr Mrs M Russell said it was not a question of either Shortmead Street or London Road, Biggleswade Town Council had applied for funding for both.

Cllr Mrs M Russell said that these are Joint Committee Local Transport issues including Match Funding and TRO's. We were told Shortmead Street is being done and thought it included a crossing. Lots of people cross on Shortmead Street to go to Brunts Lane, The Methodist Church and Millers Court.

Cllr Russell went on to say she is disappointed that the improvements do not include a crossing. Town Council could end up paying for crossings and TRO's.

13. **ITEMS FOR INFORMATION**

a. **Planning application outcomes**

There were no outcomes available, as they are still in consultation period.

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

b. **Thank you letter from the RNLI**

Correspondence was received from the RNLI to thank Town Council for permission granted for them to hold a collection day on 6 July in the Market Square. The amount collected was £384.67.

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

c. **The Gypsy and Traveller Local Plan Pre Submission Document - representation**

CBC has acknowledged receipt of Town Councils representation regarding the above document.

A copy was attached to the agenda.

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

d. **Work to trees – The Lawns Nursery School, The Baulk, Biggleswade**

CBC has received the following application to carry out work to preserved tree(s) at the above property:

Works to a tree Protected by a Preservation Order: Prune one Phillyrea away from the adjacent roof & fence to give 1m clearance, reduce weight in 2 lateral limbs by 15%. The tree is listed as T47 within Preservation Order Ref: MB/TPO/99/00007.

A copy was attached to the agenda.

14. **PUBLIC OPEN SESSION**

MOP 1 said that the Police Report figures are misleading, and asked if the percentage figures could be erased from the reports.

Cllr G Wilson replied that as he had mentioned before, he has had 2 meetings with Sgt Gary Kidd, and it had been difficult to obtain information of which he presumed Sgt Kidd is constrained as to what he can divulge.

MOP 1 said that with regards to the Management Accounts, depreciation of a vehicle is normally shown at the end of the year.

Cllr M North replied that in normal Accounting convention, the value of a vehicle is treated as current assets.

Cllr Mrs M Russell said; that in the current Accounting convention Town Council can chose the amount for depreciation and put the figures in each month.

MOP 1 spoke about the proposed Dan Albone Memorial. He confirmed with Members that Town Council is a tenant of the car park and would therefore need to consent to anything being erected on the car park. Town Council could still refuse permission if not satisfied; it should be agreed in advance.

Cllr Mrs W Smith said that there had been a meeting with all parties concerned and had agreed to one item only.

15. **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.

16a Contracts

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