

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 26 AUGUST 2014 AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD BIGGLESWADE**

**Present:** Cllr Mrs H Ramsay (Chair), Cllr Mr S Watkins, Cllr I Bond, Cllr Mrs M Russell, Cllr M North, Cllr G Wilson, Cllr B Briars, Cllr Mr P Biernis, Cllr Mr D Albone, Cllr Mr B Rix  
Rob McGregor – Town Clerk  
Mike Thorn – Deputy Town Clerk  
Michaela Beckwith – Administrative Assistant  
Members of public - 8

**1. APOLOGIES**

Apologies were received from Cllr W Smith, Cllr J Lawrence, Cllr D Lawrence

**2. DECLARATION OF INTERESTS**

Cllr M Russell declared an interest in item 12e  
Cllr B Rix declared an interest in the Minutes of the PLOS item

**3. TOWN MAYOR'S ANNOUNCEMENTS**

Cllr H Ramsay welcomed the new Deputy Town Clerk, Mike Thorn.

**4. MEMBERS QUESTIONS**

There were no member's questions.

**5. PUBLIC OPEN SESSION**

Richard Mason – item 12 Council minutes of 12/8/14 – said he did not ask for video camera but instead asked for space to view and hear the meeting and seats and a desk.  
Item 12f Council agenda 26.08.14– said standing orders are to be reviewed; standing order 64 regarding planning applications refers to a planning committee. As there is no planning committee this needs to be reviewed.

Cllr H Ramsay explained that there were no longer a planning committee as Central Bedfordshire Council's timings with their planning meetings were not regular so did not tie in with ours. Therefore this will be removed.

Paul Jenkins - item 12 in Council minutes of 12/8/14 – said he doubted that Colchester Barracks had considered the environmental issues.

Cllr H Ramsay said that the minutes will be changed to read; Colchester Barracks had released this type of balloon at their commemoration service.

**6 BEDFORDSHIRE CONSTABULARY**

Cllr G Wilson tried to meet with Sergeant G Kidd but he was unavailable as he was on a 3 week course.

Cllr P Biernis highlighted his concern over the rise in violence against the person and asked whether the rise could be due to lack of policing.

Cllr G Wilson said that it is not necessarily assault which has taken place outside, as it also includes domestic violence.

Cllr P Biernis said that if it's not the same type of crime that it should be in a separate category.

Cllr G Wilson agreed and has asked Sergeant G Kidd to separate these crimes several times but it has still not happened, however he will ask him again to separate the categories. Also it is not the case that there is high violence on the street.

Cllr D Albone stated that the figures have increased although you can't guess what assaults they were there's still a reason to be concerned.

Cllr B Briars noted that in previous meetings Sargent G Kidd did say that there was a rise in domestic violence.

Cllr M Russell also noticed that there was a rise in burglary dwellings.

Cllr H Ramsay confirmed that the Council will take Cllr Russell's point to Sergeant G Kidd as well as asking him to be more specific when breaking down the categories.

## **7. INVITED SPEAKERS**

There was no invited speaker

## **8. MINUTES AND RECOMMENDATIONS OF MEETINGS**

Cllr H Ramsay announced that regarding the exempt items in the minutes of the 12<sup>th</sup> August 2014, that discussions are still ongoing regarding leases.

- a. Members approved the Minutes of the Council meeting held on 12 August 2014 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade. With exception that the issues discussed in item 5 to be amended.
- b. For Members to **approve the recommendations of the Town Centre Management** meeting held on 19 August.

**Items as listed on the Town Centre Management agenda:**

### **6c. Christmas Lights**

Cllr M Russell confirmed that the task group would consist of Cllr North, Cllr Wilson, Cllr Rix Cllr D Albone and Cllr P Biernis asked when the costs for the additional festoons will be considered.

The Town Clerk said that they had been received but arrived too late to be on the agenda for 26<sup>th</sup> August meeting.

The recommendation for the Town Council, to source the cost to provide additional lighting to 2 trees; to change the colour scheme of the lamp column decorations, ( decoration model 170008 Astral); obtain costs for additional festoons and set up a working group with authority to Co-opt, to look at the Christmas light switch on was **approved**.

### **6d. St Johns Street/ Sun Street one way system**

The recommendation for Town Council write to Central Bedfordshire Council and ask why Town Council was not consulted; to ask which members requested the potential to introduce an area wide HGV ban; that the one way system and proposed HGV ban should not be considered together was **approved** by Cllr B Rix and seconded by Cllr G Wilson.

## **9. MATTERS ARISING**

Cllr D Albone asked if there was any further information regarding item 10d the pedestrian crossing on London Road.

Cllr H Ramsay said the issue will be taken to Biggleswade Joint Committee Meeting in October.

Cllr B Briars explained, regarding TPO, there is no mention of how they are going to provide feedback to the council. Also there's issues of cars parking on grass verges which causes mess and confusion and cars parked on paths leaving less than 1.5m which stops people with pushchairs or mobility aids using the path.

The Town Clerk suggested Cllr Briars email him identifying the areas for him to pass on to Central Bedfordshire Council.

Cllr B Briars said that these issues were occurring all over the town and require a blanket ban.

Cllr H Ramsay stated that Central Bedfordshire Council required specific areas but agreed that it wasn't possible to walk around all areas.

Cllr M Russell said Central Bedfordshire Council are asking for specific streets where particular issues are, they are not looking to do a blanket ban.

Cllr B Briars believed this will cause confusion as one area will not allow parking on grass verges, yet round the corner it might be allowed.

Cllr P Biernis asked whether this was part of the parking strategy.

Cllr M Russell explained it could be but would be helpful to let the Clerk know to take it forward.

Cllr B Rix suggested it was a suitable time to write to Central Bedfordshire Council for an update on the parking strategy.

Cllr M Russell reported that the officers dealing with it have been on holiday but are back this week.

## 10. **PLANNING APPLICATIONS**

### a. **CB/14/02981/FULL - 45 Kitelands Road**

Erection of part single front & side and part 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.

### b. **CB/14/02927/FULL – 1 Brunts Lane**

First floor 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.

### c. **CB/14/03046/VOC – Parcel 38 and 39, Land South of Potton Road**

Variation of Condition: 9 (Approved Plans) attached to planning permission CB/14/00529 dated 18.6.14. Amendments to plots 602 - 607 to accommodate the electricity sub station: replace plan nos. 1386/P/02/A & 1368/P/64/A with 1386/P/02/B & 1368/P/64/B

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/14/03053/FULL – 10 Lawrence Road**

Single and two storey side and rear extension with garage.

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.

*Application for 'single and two storey side and rear extension' at 10 Lawrence Road went to council 8/8/14 where no objections were raised.*

11. **ACCOUNTS**

a. **Financial Administration**

Cllr M North recommended council should accept the accounts. Seconded by Cllr Russell. Approved unanimously

It was **RESOLVED** that these Accounts be adopted.

12. **ITEMS FOR CONSIDERATION**

a. **Quotations for replacement Play Equipment**

Cllr H Ramsay stated the following play equipment will be funded by 106 monies.

Cllr M Russell suggested not going with the cheapest quote but going with quote B for the provision of replacement play equipment at Fiarfield, particularly liking the option of green fibre fall. Also suggested that the wording on Town Council documents should be changed as they read as though we are waiting for further information but we already have that further information to go ahead.

Cllr M North seconded the proposal of quote B

It was **RESOLVED** that Quotation B for the provision of replacement play equipment at Fairfield is accepted.

Cllr M Russell didn't think basket swings quoted for as replacement equipment for Kitelands and Franklins are suitable for young children and only one child can use it. Young children are happy with cradle swings. Some of the quotes are suitable to go with if the basket swing was changed for cradle swings.

Cllr B Briars said that it would have to be taken into account that the supernova was approved so there may be less room for items at that site.

Cllr M Russell was informed by a member of public that more than one child can use the basket swing at the same time.

Cllr H Ramsay suggested the specification for the equipment is modified and new quotes are sourced to include cradle swings.

It was **RESOLVED** to defer 12a<sup>ii</sup> and 12a<sup>iii</sup> until new quotes are sourced.

b. **Application for Designation of a Neighbourhood Area by Arlesey Town Council**

Cllr M Russell said the proposed area for designation does not affect the parish boundary for Biggleswade.

c. **The Licencing Act 2003 – Review of Licencing Policy**

Cllr M Russell had no comment however, it is how it is implemented that can cause problems.

d. **Biggleswade Sports Meeting – 11 July 2015**

Cllr D Albone proposed that the Biggleswade Sports Meeting should go ahead on the 11<sup>th</sup> July 2015. This was seconded by Cllr B Briars.

It was **RESOLVED** that the sports meetings should go ahead.

- e. **Work to a tree Protected by a Preservation Order: Prune on Lime tree located on the right hand side at the front of the garden. T.P.O. Ref MB/TPO/09/00002 Listed as No T9 – Located at 23 Ivel Gardens**

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

- f. **Standing Orders**

The Town Clerk recommended a small task group should be put together.

It was **RESOLVED** that Cllr I Bond, Cllr M Russell, Cllr B Briars, Cllr H Ramsay, Cllr M North and Mike Thorn will form this task group.

### 13. **ITEMS FOR INFORMATION**

- a. **Planning application outcomes**

A copy of the planning outcomes was attached to the agenda.

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

- b. **Temporary Closures: Parts of Footpath nos 25,29,30,33 and Bridleway no 28**

Cllr B Rix said the diagram shows the road disappearing into Biggleswade Hospital. The road may be built then it will become short of a bypass. He also asked if there was a time scale to when it will be completed.

Cllr B Briars said the road will come round the back of the hospital, the map is slightly out of date.

Cllr B Rix required more information on the time scales and completion date.

Cllr M Russell said the suggested opening date is for the bypass is March 2015 so it is pleasing to see that the information on the attachment backs this date up.

Cllr B Briars explained it was asked for the road to go the other way round the Hospital but Central Bedfordshire Council said no to this so therefore it doubles back on itself.

### 14. **PUBLIC OPEN SESSION**

S Grayston – regarding item 12 – asked for Councillors to go look at a basket swing in motion as it is wonderful for children with disabilities. She suggested Council look at current quotes and the new quotes.

Cllr M Russell suggested the Town Council could possibly look at 3 bays of swings if it is viable.

M Foster – Said it did not appear that a specification had been set. Usually, in a business context it is established what is wanted and then it is put out for a tender to quote for. This had not been done here.

The Town Clerk said the Town Council look at what needs to be replaced and what it is to be replaced with then it goes to council for them to decide on a quote.

Mark Foster – Quotes need to contain the exact specifications Councillors asked for.

Cllr H Ramsay explained the quotes firstly go to the committee meeting where a recommendation is made this then goes to full council where all the Councillors vote on which quote they wish to proceed with, if any.

Cllr B Briars stated specific specifications are sent but firms aren't always able to offer an exact match or change the specifications to fit so it is hard to get an exact match with the quotes.

Paul Jenkins – regarding the Christmas Light Switch On - there is a discussion on Facebook asking for a Sunday switch on in early December.

Cllr H Ramsay said no one has written into the council to request the switch on to be on that day. She said that there was a 'contact us' link on the BTC web site for members of the public to raise issues.

Cllr M Russell stated a date needs to be set. Lamps and Tubes also provide Sandy's Christmas lights which are being switched on the last day of November. Lights attract people to the town so the earlier the better. This matter has been discussed at Town Centre Management Committee and with the Chamber of Trade. A task group has also been set up. We wouldn't want the Biggleswade switch on to clash with Sandy.

P Jenkins said that people have written on Facebook as they can write publically on there, the Town Council haven't publically discussed the matter. Another issue is the shops are always closed during the switch on.

Cllr Wilson asked how many people had requested this date change on Face Book. Cllr Wilson commented that 'a few' is not many out of a population of nearly 17,000

Cllr M Russell explained the Town Council are having a best dressed shop front to increase the cooperation of the shops.

Cllr B Briars said there are issues with the switch on being on a school night as people complain that they have to keep their children up, therefore this would be the same for a Sunday plus the date has only just been confirmed so it can't have been made public that it was to definitely be on 21<sup>st</sup> November.

F Foster – Verges and footways. How many organisations had been contacted?

Cllr H Ramsay was not aware if Central Bedfordshire Council has contacted any other organisations.

P Jenkins – If feedback is required then put it on Facebook.

Cllr B Briars said it would be good to have an agenda item in the future to look at ways to improve communication between the Town Council and the public.

Cllr M Russell said the item does not refer to the Town Council requiring feedback, it is Central Bedfordshire Council who require feedback. Our paperwork needs to be clearer, possibly indented with quotation marks.

Cllr H Ramsay said that a questionnaire may be included by CBC in their free magazine to provide feedback.

M Foster asked what was the Town Council doing to communicate the progress with the Retail Park development site?

Cllr H Ramsay explained that the developers have come to speak and provide feedback at previous BTC meetings at various stages of the development and members of the public had attended these meetings.

## 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.

Agenda Item (16a ) Staff

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.