

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 25 AUGUST 2015 AT THE  
OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD  
BIGGLESWADE**

**Present:** Cllr H Ramsay (Chair)  
Cllr D Albone (Vice Chair)  
Cllr M Foster  
Cllr F Foster  
Cllr D Strachan  
Cllr G Wilson  
Cllr M Russell  
Cllr M North  
Cllr I Bond  
Cllr B Rix  
Cllr B Briars

Mike Thorn – Deputy Town Clerk  
Michaela Beckwith – Minute Taker

Vicky Hlomuka, CBC Regeneration and Business Directorate (Invited Speaker)  
4 Members of Public (MOP)

**1. APOLOGIES**

Apologies were received from Cllr B Kerfoot, Cllr M Russell and Cllr P Biernis

**2. DECLARATION OF INTERESTS**

To receive Statutory Declarations of Interests from Members in relation to:

- (a)** No Disclosable Pecuniary Interests were declared in any agenda item
- (b)** No Non-pecuniary interests were declared in any agenda item

**3. TOWN MAYOR'S ANNOUNCEMENTS**

Cllr H Ramsay and Cllr B Briars attended the topping off ceremony for the new community centre 19<sup>th</sup> August.

Dunstable Town Council have sent invitations inviting councillors to attend a Pudding Night on 10<sup>th</sup> December 2015, and a Charity Lunch at an Indian Restaurant on 18<sup>th</sup> October 2015. If any councillors are interested in attending either occasion they should advise Sue Crowther.

**4. MEMBERS QUESTIONS**

The following points were raised:

It was pleasing to see the River Ivel had been cleared after the Town Council lobbying the Environment Agency.

It was also good to see that an additional life buoy had been installed by the Town Council.

**5. PUBLIC OPEN SESSION**

There were no questions from the members of public.

**6. INVITED SPEAKER**

A presentation by Vicky Hlomuka from the regeneration team at CBC on the proposal for a Local Development Order (LDO) was received. Discussion ensued and it was further noted that planning applications for phases 5 and 6 had been submitted last week and that the regular planning regulations would still be applied as the LDO will not be applied until permission had been given and the original building was in place. The LDO's can only be issued by CBC as they are the local planning authority.

Vicky Hlomuka confirmed that there were currently no plans to place an LDO on the retail park.

The concern of increased traffic due to the increased size of the business park was raised. Vicky Hlomuka replied that traffic modelling will be done and transport will be looked into further along the line but won't be looked at through the LDO.

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

- a. Members received and **APPROVED** the Minutes of the Council meeting held on 11<sup>th</sup> August 2015 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade, providing the following amendments are made.

Item 2 – Cllr B Kerfoot and Cllr B Briars raised non pecuniary interests.

Item 10b – It was Cllr M Foster who expressed an interest in attending the event.

Item 10d – the resolution should read; It was resolved that Biggleswade Town Council endorse Arlesey Town Council's considerations and object to Central Bedfordshire Council's proposals on the grounds that CBC have not provided a response to our previous questions, therefore having no understanding of the reasons behind this document BTC have been unable to hold a reasonable debate.

## **8. MATTERS ARISING**

- a. From the minutes of the Council meeting held on 11<sup>th</sup> August 2015, the following concerns were raised;

Item 11d – The railway bridge situation is of great concern for the town. It was proposal for a meeting in Biggleswade involving Central Bedfordshire Council officers and Biggleswade's Central Bedfordshire Councillors regarding the bridge was suggested.

It was pointed out that Central Bedfordshire Council officers must have known for years about the bridge works and it has only just been brought forward to us.

It was noted that the bridge works will be carried out over two days at Christmas, 25<sup>th</sup> and 26<sup>th</sup> but could be extended to 4 days as the 27<sup>th</sup> is a Sunday and 28<sup>th</sup> is a bank holiday. New Year's Eve will also be quiet so could perform works during this time too.

Cllr H Ramsay was told by CBC officers that the bridge work cannot be completed any sooner as the Biggleswade bridge is only part of a series of project works planned over the Christmas period. She also said that as two CBC councillors will be away until 3<sup>rd</sup> September, Cllr M Jones could be invited to the meeting.

It was **RESOLVED** to invite CBC officers and Biggleswade CBC councillors to attend as a matter of urgency to talk about the bridge works.

Item 5 – According to the standing orders, names of members of public should be given and documented.

## **9. PLANNING APPLICATIONS**

- a. **CB/15/02884/FULL – 23 Nursery Close, Biggleswade**

Two storey side extension.

A previous application was made for the above address – 15/01808/FULL which was discussed at the Council Meeting held 9<sup>th</sup> June 2015.

### ***First floor extension to rear and side.***

*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.*

***(CBC - Withdrawn 07/07/2015)***

This item was noted.

- b. **CB/15/02765/ADV – Land at Stratton Park, Montgomery Way, Biggleswade**  
Advertisement: various non illuminated signs placed around the building and site.

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

- c. **CB/15/02877/FULL – Holmemills, Langford Road, Biggleswade.**  
Installation of new sewage pumping stations.

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

- d. **CB/15/02287/ADV – 20 Market Square, Biggleswade (Revised plans and description)**  
Advertisement: installation of 1 No. externally illuminated fascia and 1 No. non-illuminated projecting sign.

A previous application was made for the above address - CB/15/02287/ADV which was discussed at the Council Meeting held 14<sup>TH</sup> July 2015.

***Advertisement: installation of 1 No. internally illuminated fascia and 1 No. internally illuminated projecting sign.***

*It was **RESOLVED** that the Town Council strongly **OBJECT** to this application as the lighting is inappropriate for the Biggleswade Conservation area.*

**(CBC – Consultation Period)**

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

## 10. **ACCOUNTS**

### a. **Financial Administration**

It was **RESOLVED** that members adopt the following accounts:

- i. Detailed Balance Sheet to 31<sup>st</sup> July 2015
- ii. Summary of Income & Expenditure.
- iii. Current Bank Account, receipts and payments to 31<sup>st</sup> July 2015

## 11. **ITEMS FOR CONSIDERATION**

### a. **Bedfordshire Constabulary**

Cllr G Wilson has spoken to Inspector Clarke and has sent a report which resulted in Sgt Kidd being asked to resolve the issue but no reply has been received yet. Cllr G Wilson has sent various questions and issues to Sgt Kidd posed by members of the Council. He said that he will notify the Council when he gets a reply.

It was stated that the concern is that if crimes are not classified correctly, the crime figures can misrepresent Biggleswade.

### b. **Central Bedfordshire Council Proposes To Introduce No Waiting at Any Time Restriction on Drove Road**

The following concerns were raised;

- The work has already started before the end of the consultation period.
- The work will be complete before the Eastern relief road is open.
- The work possibly had not been reviewed in light of the bridge closure.
- The parking in Hitchmead Road will increase.

It was proposed that the Council should write a letter before the end of the consultation on 11<sup>th</sup> September about the concerns over the completion before the eastern relief road opens and ahead of the bridge works.

It was also noted that the courtesy crossing had not been asked for by Biggleswade Town Council but could have been placed there due to pressure from nearby residents.

It was **RESOLVED** that Council will write a letter before the end of the consultation on 11<sup>th</sup> September about the concerns over the works beginning before the end of the consultation period as well as concerns over traffic as completion will be before the eastern relief road opens and ahead of Network Rail's bridge works.

c. **Proposed Local Development Order**

The Councillors considered the proposal.

It was **RESOLVED** that the Town Clerk is to send two letters, firstly to endorse the LDO for the current park. Secondly to ask for an invited speaker to attend Biggleswade Town Council to discuss future phases before planning permission is granted. As well as to allow BTC to state the issues involved and to request for considerations including traffic modelling, access from Dunton Lane, infrastructure, services, screening, etc.

d. **Draft Minutes**

Cllr F Foster pointed out he had made a mistake in his letter as BTC generated the minutes and not CBC. He then explained his letter which was attached to the agenda. He added the Local Council Award Scheme asks that draft minutes are published within 4 weeks.

Concerns were raised that any mistakes on the draft minutes could be misinterpreted.

It was commented that publishing draft minutes would allow the public to see what was discussed while it was still relevant.

It was proposed and seconded that draft minutes including council, committee and annual meetings should be published online within 6 days and a recorded vote was asked for.

There was concern that this time period was too short.

An amendment was proposed to read that draft minutes including council, committee and annual meetings should be published online within 4 weeks to adhere to the Local Council Award Scheme guidelines. This amendment was seconded.

A recorded vote was taken on the amendment as follows: Cllr D Albone, Cllr H Ramsay, Cllr B Rix, Cllr D Strachan, Cllr M North, Cllr I Bond, Cllr G Wilson and Cllr B Briars all voted in favour. Cllr F Foster and Cllr M Foster voted against.

A recorded vote was taken on the amended proposal as follows: Cllr D Albone, Cllr H Ramsay, Cllr B Rix, Cllr D Strachan, Cllr M North, Cllr I Bond, Cllr G Wilson and Cllr B Briars all voted in favour. Cllr F Foster and Cllr M Foster voted against.

It was **RESOLVED** that draft minutes including council, committee and annual meetings should be published online within 4 weeks to adhere to the Local Council Award Scheme guidelines.

e. **Works to trees within a Conservation Area: Prune 2 sycamore trees**  
**Location: North of No. 5 St Andrews Street**

This item was noted.

f. **Proposed Consultation – Biggleswade Market**

The reason the TCM committee wanted the consultation to be rescinded was not to distance the Town Council from the Market Traders. Market Traders have made it clear that they want things left as they are and the Town Council is interested to see the effects of halving the market rates.

It was **RESOLVED** to rescind the decision to consult on the market layout.

12. **ITEMS FOR INFORMATION**

a. **Planning application outcomes**

A mistake regarding 12 Kitelands Road application was highlighted. The application was withdrawn and not approved.

It was asked if the additional column, agreed at a previous council meeting, could be added to show which applications had been called in by CBC councillors.

b. **Maunder Avenue Update**

The council were disappointed by the response received from Central Bedfordshire Council.

The grassed area which could have been used as a footpath is now planted with trees, hedges and flowerpots by local residents.

It was proposed that the issue should be taken to the Biggleswade Joint Committee meeting and that the Town Council should write to CBC requesting information for future plans on similar shared surfaces in Biggleswade.

It was further proposed that the Town Council write to CBC regarding the potential Planning Enforcement issues if residents are extending boundaries by placing hedges, trees and flowerpots on the grass.

The Deputy Town Clerk agreed to go to Maunder Avenue and take photos to be sent with the reply to CBC including comments.

The map relating to item 12c shows something which looks similar to a shared space. Therefore it was suggested that the town council quote the map reference number and ask CBC whether it is to be a shared space.

In the correspondence from CBC they have called the road Maunder Close when it is Maunder Avenue.

It was **RESOLVED** that an initial letter is sent regarding planning enforcement issues, to be followed with a more detailed response including photographs with comments and to ask if there are any plans for additional green streets in Biggleswade. The matter should also be raised at the Biggleswade Joint Committee.

c. **New Street Names**

This item was noted.

13. **PUBLIC OPEN SESSION**

The following matters were raised by Members of the Public:

A member of the Biggleswade Community Safety Group reported that people have been seen abusing public open spaces with the use of mini motors, especially at Eagle Farm Road. Cllr B Briars stated that this has been reported to the police. Cllr I Bond stated that police have the power to issue warnings and seize the vehicles.

An update was requested on The Crown Hotel. Mike Thorn said that there are no current updates

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.

Agenda Item (7b)

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.