

**MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING**  
**HELD ON TUESDAY 13 DECEMBER 2016**  
**AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE,**  
**4 SAFFRON ROAD, BIGGLESWADE**

**PRESENT:**

Cllr D Albone (Chair)  
Cllr P Biernis  
Cllr I Bond  
Cllr B Briars  
Cllr F Foster  
Cllr J Medlock  
Cllr M North  
Cllr Mrs H Ramsay  
Cllr Mrs M Russell  
Cllr D Strachan

Mr R McGregor – Town Clerk, Biggleswade Town Council  
Mr M Thorn – Deputy Town Clerk, Biggleswade Town Council

Members of Public – 2

**A13/1201 1. APOLOGIES FOR ABSENCE**

Cllr M Foster, Cllr Ms R Kerfoot, Cllr B Rix, Cllr T Woodward

**ABSENT WITHOUT APOLOGIES**

Cllr S Watkins

**A13/1202 2. DECLARATIONS OF INTEREST**

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

- A1202.1 a. Disclosable Pecuniary interests in any Agenda item – None declared.
- A1202.2 b. Non-Pecuniary interests in any Agenda item: Item 11a: Cllr F Foster and Cllr Mrs M Russell.

**A13/1203 3. TOWN MAYOR'S ANNOUNCEMENTS**

- A1203.1 a. The Mayor Cllr D Albone attended a lunch with the Biggleswade & District Pensioners Association.

**A13/1204 4. PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

There were no questions from members of the public.

**A13/1205 5. INVITED SPEAKERS**

There was no invited speaker.

**A13/1206 6. MEMBERS QUESTIONS**

- A1206.1 a. Cllr F Foster: Is there any further update on signage at Asda car park? It appears that there have been amendments to the signs but they still say parking for Asda customers only.

Cllr M North confirmed that the signs still incorrectly say that parking is for Asda customers only.

The Town Clerk stated that he understood that this had been corrected but it appears not.

- A1206.2 b. Cllr F Foster: Is there any further update on tablet trials?

The Town Clerk stated that two had been returned with updates and modifications that make them easier to use and Node IT will be working on the rest.

**A13/1207 7. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- A1207.1 a. Members received and approved the Minutes of the Biggleswade Town Council Meeting held on 22 November 2016.

- A1207.2 b. Members received and approved the Recommendations of the Finance and General Purposes Meeting held on 15 November 2016.

It was **RESOLVED** to adopt the Financial Risk Assessment.

**A13/1208 8. MATTERS ARISING**

Matters Arising from the Minutes of the Town Council Meeting held on 22 November 2016.

- A1208.1 a. P1, Item B22/1103, 3c. Town Mayor's Announcements. Cllr D Strachan requested an update following the informal meeting of the Biggleswade Joint Committee.

Cllr Mrs M Russell stated that no decisions were made as it was an informal meeting. There will be a commercial plan produced for Biggleswade. The Parking Plan will be taken forward for consideration but it was not yet clear which plan they will be working to and it was disappointing that Jason Longhurst said that there was not a parking problem in Biggleswade. There will be a Traffic Management meeting in January.

Cllr Mrs H Ramsey reported that Mr Longhurst had said that there were more spaces than were needed in the town.

Cllr M North reported that the temporary one way systems in operation in the Baulk and Back Street are due to be reviewed.

- A1208.2 b. P5, Item B22/1112.2, 12b. Orchard Community Building update. Cllr F Foster asked if there was a response from CBC over the concerns raised. The Town Clerk confirmed that there had been no response yet but it will be circulated to Councillors when received.

**A13/1209 9. PLANNING APPLICATIONS**

- A1209.1 a. **CB/16/05128/FULL – Lawnside Lower School, Lawnside, Biggleswade**  
Free standing building for Special Educational needs and Child Protection.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this application.

- A1209.2 b. **CB/16/05244/RM – Land South of Potton Road, Biggleswade**  
Reserved Matters: Following Outline Application CB/13/1812/OUT. Development to provide a new public house, car parking, landscaping and new access to the B1040, Potton Road. Seeking consent for Appearance, landscaping, layout and scale.

It was **RESOLVED** that the Town Council **OBJECT** to the application, on the grounds that the access to the proposed development is in the wrong place and noise mitigation is required to protect the hospital and neighbours.

- A1209.3 c. **CB/16/04958/FULL – The Saxon Centre, Kingsfield Road, Biggleswade**  
New development of a 3-storey block of flats to consist of 14 dwellings.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to the application.

However, clarification is sought on the status of the land and the 106 agreement on that land to provide a community hall. The land was set aside for community use and that provision has not been met. Has the original 106 contribution to the town been held for community use in that area.

- A1209.4 d. **CB/16/05176/FULL – Land Rear of 49-51 Shortmead Street, Biggleswade**  
Erection of detached dwelling.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning 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 dwellings are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

- A1209.5 e. **CB/16/05074/FULL – 17 Gemini Lane, Biggleswade**  
Single storey side/rear extension.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning 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 dwellings are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

- A1209.6 f. **CB/16/03634/FULL – 2 Foxglove Drive, Biggleswade**  
Replace conservatory with single storey rear extension.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this planning 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 dwellings are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

A1209.7 g. **CB/16/05233/FULL – The Lawns Nursery School, The Baulk, Biggleswade**  
The site is to be used for temporary parking following the demolition of the building which was previously on this site.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this application.

The Town Council would like to see a time limit on the car park of three hours.

A1209.8 h. **CB/16/05480/LDCE – Harrison House, Sheep Walk, Langford Road, Biggleswade**  
Lawful Development Certificate Existing: Existing use of land as residential garden.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this application.

A1209.9 i. **CB/16/05215/FULL – 48B Shortmead Street, Biggleswade**  
Installation of French doors.

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 dwellings are complied with in order to eliminate detriment in respect of light and privacy of adjacent residents.

**A13/1210 10. Accounts**

A13/1210.1 a. **Financial Administration**

For Members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 31 October 2016.
- ii. Summary of Income & Expenditure.
- iii. Income and Expenditure by budget heading.
- iv. Current Bank Account, receipts and payments to 31 October 2016.

It was **RESOLVED** to adopt the accounts presented.

A question was raised regarding bank charges and the Town Clerk confirmed that these charges are paid to the NatWest Bank.

**A13/1211 11. ITEMS FOR CONSIDERATION**

A1211.1 a. **Weatherly Centre of Biggleswade**

Correspondence has been received seeking a Trustee for the Weatherly Centre in Biggleswade. Following further discussions with Mr Stewart, two Councillors are now being asked to serve in the role of Trustee. The position of Trustee would be held until the next local election. (Correspondence attached).

The Town Clerk confirmed that the Town Council normally nominates representatives for the term of the Council. However, Mr Stewart had indicated in further correspondence that more than one Trustee would be welcomed and that he would be willing for representatives to serve as Trustees for a longer period as it was important to find individuals that have an interest in local issues.

Interest was expressed by Cllr F Foster, Cllr Mrs H Ramsey and Cllr D Strachan.

It was **RESOLVED** that the Town Clerk would request a meeting between Mr Stewart and those Councillors interested in becoming a Trustee of the Weatherly Centre.

A1211.2      **b.    Disabled Access – Biggleswade Railway Station**

For Members to consider writing to Network Rail, to ask that they provide disabled access to Biggleswade Railway Station platforms as a matter of urgency.

Members felt that the current access arrangements are inadequate and not compliant with the requirements of the Equality Act. In addition to the needs of people with disabilities, there is poor access for people with luggage and bicycles. It was understood from previous communications that the matter would be resolved by 2015 but is still outstanding.

It was **RESOLVED** to ask Network Rail to confirm when this will be programmed and to emphasise that there is an urgent and growing need due to the growth of the population of Biggleswade.

A1211.3      **c.    Town Twinning Project**

Council at a meeting 13 September 2016, considered a proposal to twin with Rungis.

Council made the following observations;

*This project would require a considerable organisational undertaking which Members felt would be too much of an overload for our Twinning Association. It was therefore agreed to publicise this request on social media and if there is sufficient public interest, BTC would be happy to host a meeting to discuss progressing this further.*

The proposal to twin was highlighted in the Biggleswade Comet and advertised on the Town Council social media sight and web site. The Town Council have had no response from the public on the proposals.

Further correspondence has been received from Rungis, they are seeking a meeting week beginning 20<sup>th</sup> February 2017.

Members were asked to reconsider the request.

Despite advertising the Town Twinning project, including publicising on social media, there had been no interest shown in the town. It was felt that neither the Town Council nor the existing members of the Biggleswade Twinning Committee have the capacity to manage a new Town Twinning arrangement.

It was **RESOLVED** not to proceed further with new Town Twinning arrangements at this time.

**A13/1212 12. ITEMS FOR INFORMATION**

**A1212.1 a. Thank you letter**

We received a letter sent to Mrs W Smith which thanked the Committee and Members of the Biggleswade Branch, Royal British Legion, for the excellent organisation of the Remembrance Sunday ceremony. (Copy attached).

Cllr M Russell requested that the Town Clerk pass on thanks to all staff involved.

**A1212.2 b. Crime Figures and Statistics – November 2016**

Cllr D Strachan asked if the information was provided by the Police or compiled by Town Council staff. The Town Clerk confirmed that Town Council staff download information from the internet and collate into a format for presentation to Council.

Cllr D Strachan expressed his concern that there was no further action taken in 74% of cases.

**A1212.3 c. Temporary Road Closure – Biggleswade Road, Dunton**

CBC has notified Town Council of the proposed temporary Road Closure of Biggleswade Road, Dunton from Monday 27 February to Wednesday 1 March 2017.

This information was noted.

**A13/1213 13. PUBLIC OPEN SESSION**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

A1213.1 a. Mr Ian Dilley: raised a concern that the planning application for flats at the Saxon Centre, Kingsfield Road (Item A1209.3) was for a 3-storey block of flats and the surrounding buildings were only 2-storey.

A1213.2 b. Mr Ian Dilley: raised a concern about the planning application for a public house at Land South of Potton Road (Item A1209.2) that it was not within the Kings Reach development.

Cllr Mrs M Russell replied that there had been no interest from businesses to build a public house within the Kings Reach development.

A1213.3 c. Mr Bacon said that he had attended a CBC Development Management Committee meeting on 7 December. He felt that CBC did not take notice of the views presented and felt that you cannot get your views across in the three minute time allowed.

A1213.4 d. Mr Ian Dilley: asked when will pay and display restrictions be introduced at the A1 Retail Park as he thought that people were parking all day.

Cllr D Albone replied that he understood that a four hour parking restriction is due to be introduced but that he was not sure when.

Cllr Mrs M Russell added that A1 rush hour traffic is busier due to people leaving the retail park.

**A13/1214 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 is discussed.

**Item 15 a. Recommendations of Meetings (Contracts)**

**Item 15 b. Staff Matters**

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.

**Meeting closed 8.20 pm**