

MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 13 SEPTEMBER 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 M North
Cllr Mrs M Russell
Cllr D Strachan
Cllr S Watkins
Cllr T Woodward

Mr R McGregor – Town Clerk, Biggleswade Town Council
Mrs J Durn – Administrator, Biggleswade Town Council

Members of Public – 4

B23/0801 1. APOLOGIES FOR ABSENCE

Cllr M Foster, Cllr Ms R Kerfoot, Cllr J Medlock, Cllr Mrs H Ramsay,
Cllr B Rix.

ABSENT WITHOUT APOLOGIES

None

B23/0802 2. DECLARATIONS OF INTEREST

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

- B0802.1 **a.** Disclosable Pecuniary interests in any Agenda item - None
B0802.2 **b.** Non-Pecuniary interests in any Agenda item - Item 9a, Cllr D Albone; Item 11c,
Cllr B Briars.

B23/0803 3. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor and Cllr Mrs H Ramsay attended the celebrations for the 25th Anniversary of the Ivel Sprinter Bus. BTC were thanked for their continued support with the provision of an annual grant towards the running of this very popular and highly valued service.

The Mayor attended the induction of Steven Anderson, our new Baptist Minister.

We have also just heard of the recent passing of a former Mayor and Councillor, Phil Davey, and are very sad to receive this news.

B23/0804 **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.

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the Minutes, unless that person requests otherwise. Each Speaker will be allowed (one) three-minute slot.

Mr J Vine would like to know if the Council have a view on what action can be taken over the unprofessional way in which both the entrance and exits to Biggleswade town have been managed by the contractors. These should be finished to a satisfactory level which will attract people into the town and encourage them to come again. The current shoddy workmanship on the entrance and exit roads is an eyesore, and is in need of urgent attention.

Council are aware of this issue and it will be an Agenda item on the next Biggleswade Town Council Meeting on the 27 September 2016.

B23/0805 **5. INVITED SPEAKERS**

There were no invited speakers.

B23/0806 **6. MEMBERS QUESTIONS**

- B0806.1 **a.** Cllr P Biernis asked if there had been any response from CBC to the request for remedial work to the Hitchin Street roadway, uneven footpath, and uneven and dangerous pedestrianised shared space, or uneven surface in Rose Lane.

The Town Clerk confirmed that no response has been received as yet. This item will be brought up at the next Biggleswade Joint Committee on 26 October 2016.

Cllr B Briars asked if there was any update regarding "A" Frames around the town. Cllr Mrs M Russell said that progress has been slow due to a combination of town business disruption caused by the bridgeworks, together with under capacity of the office staff required to undertake this piece of work.

B23/0807 **7. MINUTES AND RECOMMENDATIONS OF MEETINGS**

- B2308.1 **a.** Members received the Minutes of the Town Council Meeting held on 23 August 2016 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Cllr I Bond asked that on page 5, item B0811.1, **a. Mosaic Trail Story in Stone:** include an addition to the last paragraph to read as follows:

"Although Cllr I Bond agreed with this view, he felt that the Council would be able to influence the process by taking part in the evaluation. Cllr Bond therefore abstained from the vote on this item".

B23/0808 8. MATTERS ARISING

From the Minutes of the Town Council Meeting held on 23 August 2016:

There were no matters arising.

A13/0909 PLANNING APPLICATIONS

A0909.1 a. CB/16/03621/FULL – 50 Drove Road, Biggleswade

Outbuilding.

The Town Council raised **NO OBJECTION** on the condition that the outbuilding is not to be used as living accommodation.

A0909.2 b. CB/16/03822/MW – Broom Quarry, Hill Lane, Old Warden

Variations of Conditions 3 and 14 of planning permission CB/14/04920/MW to extend the period for completion of the restoration of the site until 31st December 2017 and to allow the permanent retention of the haul road, culvert and hard standing at the former plant site in accordance with planning permission CB/15/01052/FULL.

The Town Council raised **NO OBJECTION** to this application.

A0909.3 c. CB/16/03596/FULL – Land South of Potton Road, Biggleswade

Erection of new Nursery and ancillary works.

The Town Council raised **NO OBJECTION** to this application.

A0909.4 d. CB/16/02669/FULL – 46 Jupiter Way, Biggleswade

Erection of outbuilding.

The Town Council raised **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, and on the condition that the outbuilding is not to be used as living accommodation.

A0909.5 e. CB/16/03504/FULL – 54-56 High Street, Biggleswade

Proposed two storey rear extension & Change of Use of first floor accommodation to residential plus ancillary works to No. 54.

The Town Council **OBJECT** to this application on the grounds of insufficient parking. The lack of parking will only compound the issues Biggleswade already face.

A0909.6 f. CB/16/03439/FULL – Biggleswade Academy, Mead End, Biggleswade

Proposed new teaching block and earthworks to create replacement playing field.

A0909.7 g. The Town Council raise **NO OBJECTION** to this application.

A0909.8 h. **CB/16/03859/ADV – Retail Unit 4, Purcell Place, Sullivan Court, Biggleswade**

Advertisement: 2 x Internally illuminated logos: signs a & e, 1 x non-illuminated acrylic letters: sign b, 2 x internally illuminated projectors: signs c1 & c2, 1 x non-illuminated wall mounted aluminium panel: sign d.

A0909.9 i. The Town Council raise **NO OBJECTION** to this application.

CB/16/03785/VOC – Land South of, Potton Road, Biggleswade

Variation of conditions 24 & 2 from planning permission CB/13/03494/FULL (51 dwellings, mixed use A1, A2, A3, B1 and D2, care home and community building) revised layout to care home with revised plans.

The Town Council raise **NO OBJECTION** to this application.

CB/16/03554/FULL – Unit M, A1 Retail Park, London Road, Biggleswade

Installation of additional floor space at mezzanine level within Unit M.

The Town Council raise **NO OBJECTION** to this application.

A13/0910 10. **ACCOUNTS**
Financial Administration

For members to receive and adopt the following accounts:

- i. Detailed Balance Sheet to 31 July 2016.
- ii. Income and Expenditure by budget heading.
- iii. Current Bank Account, receipts and payments to 31 July 2016.

It was **RESOLVED** that the Town Council accept the Financial Accounts presented.

A13/0911 11. ITEMS FOR CONSIDERATION

A0911.1 a. Notification of Works to Trees – Stratton House Hotel, London Road, Biggleswade

CBC has received an application to carry out work to tree(s) at the above property which is within the Biggleswade Conservation Area.

This information was **NOTED.**

A0911.2 b. Business rate relief to businesses affected by High Street bridge closure

We have received a letter from CBC updating the current position concerning business rate support to traders affected by the recent High Street bridge closure.

However, it was felt that CBC are confusing the business rate re-evaluation process with what BTC are asking for; which is in fact a simple rebate due to severe hardship caused to businesses by the prolonged bridgeworks.

This item will be taken forward to the next Biggleswade Joint Management Committee, and BTC will continue to progress this matter.

A0911.3 c. Biggleswade History Society – History Plaques

We have received a quotation for the supply of History Plaques from the Biggleswade History Society for the Council's consideration.

It was agreed that this item be deferred to a future meeting.

A0911.4 d. Town Twinning Project

Correspondence has been received from Pamela Oakley, Rungis Council Clerk. Pamela has been tasked by Patricia Korchef – Lambert, a councillor at Rungis Council, to investigate a twinning project to twin Rungis and Biggleswade.

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.

A0911.5 e. Community Agent Grant

Further to the Town Council's Resolution to award a grant of £10,000 to Bedfordshire Rural Communities Charity (BRCC) to support a pilot project for a Community Agent for Biggleswade, it is necessary for Council minutes to record the powers under which the grant is awarded and the source of funding.

Members confirmed that the grant is awarded under S137 of the Local Government Act 1972 that the grant is to be funded from General Reserves.

A0911.6 f. **Delegation Agreement and Terms of Reference – Town Council**

The Delegation Agreement and Terms of Reference of each Committee have gone before the TCM, F&GP and Personnel Committees and have been adopted, (changes by committees highlighted in blue). The PLOS committee will consider the delegation agreement and terms of reference at committee meeting 20 September 2016, Appeals have yet to consider the Agreement and Terms of Reference relating to that Committee.

It was **RESOLVED** that the Town Council adopt the Delegation Agreement and Terms of Reference that relate to the Town Council.

A12/0912 12. ITEMS FOR INFORMATION

A0912.1 a. **Business Plan – Monitoring Report**

The Business plan monitoring report for September was **NOTED**.

A0912.2 b. **A1 East of England Strategic Road Study**

Cllr Mrs M Russell took Members through the report of the third meeting of the Stakeholder Reference Group. (attached to the Agenda). The Chairman thanked Cllr Russell for her comprehensive report.

A0912.3 c. **Biggleswade Crime Statistics – August 2016**

The crime figures for Biggleswade by council ward are attached to this Agenda for information.

Cllr D Strachan has attended a recent meeting hosted by the Police Crime Commissioner. The Chief Constable has said that he would be prepared to attend a future BTC Meeting if required. Cllr Strachan will prepare a report for the next Council Meeting Agenda.

A13/0913 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.

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed (one) three-minute slot.

A0913.1 Mr Sharp asked if the Council could look at the tree originally planted by the Twinning Association as it appears to be suffering ill health.

The Town Clerk reported that the tree has already been examined, but unfortunately, due to children stripping the bark from the back of the tree, it has been unable to survive and will now need to be replaced.

A14/0914 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.

(14a Staff Matters – Update).

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.