

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 14 APRIL 2015 AT THE
OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD
BIGGLESWADE**

Present: Cllr H Ramsay (Chair)
Cllr S Watkins
Cllr I Bond
Cllr M Russell
Cllr G Wilson
Cllr D Lawrence
Cllr J Lawrence
Cllr B Briars
Cllr D Albone
Cllr T Woodward – 7.15pm

Mr M Thorn (Deputy Town Clerk)
Mrs J Durn (Minute Taker)

5 MOP (Member of Public)

1. APOLOGIES

Apologies received from Cllr M North, Cllr W Smith, Cllr B Rix, and Cllr P Biernis.

2. DECLARATION OF INTERESTS

- (a) Disclosable Pecuniary Interests in any agenda item
- (b) Non-pecuniary interests in any agenda item

3. TOWN MAYORS' ANNOUNCEMENTS

The Mayor attended the History Society Rubiversay on Monday 13th April, and thanked them for their continued valued support.

4. PUBLIC OPEN SESSION

MOP1: With reference to the attachment regarding replacement street lighting columns (10e), he felt that these should have been examined before being put on the list as some of the columns may have an intermittent fault. The Chairman thanked him for his comments.

5. INVITED SPEAKER

There was no invited speaker

6. MEMBERS QUESTIONS

There were no Members questions

7. MINUTES AND RECOMMENDATIONS OF MEETINGS

- a. Members received and approved the Minutes of the Council meeting held on 24 March 2015 at the offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. Members received and approved the Minutes of the Extra Ordinary meeting held on 31 March 2015 at the offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

8. MATTERS ARISING

- a. Minutes of the Council meeting held on 24 March 2015

With reference to page 4, item 8a, Verge & Footway Parking, Cllr B Briars asked if a response had been received from CBC. The Deputy Town Clerk gave the following update received on 10 April from Judith Wong, Project Officer Highways:

“The current policy is to issue the letters and see what improvements/reactions there are, then move over to signage if this is felt necessary. We have several trial sites. At some sites we’ve received a mixed reaction and/or alternative ideas from local people and in one road we seem to have achieved an improvement in parking just by sending the letters out, so it’s very mixed at this time. The sites are only enforceable once the signs are in place at the various locations. There is one site where we are currently arranging for the signs to be installed, but it will be a few weeks before the work is completed. They will be enforced as normal via the Civil Enforcement team as and when they are in the areas or if specific complaints are received and then ad-hoc targeted enforcement can occur.

I am told that we will be considering additional sites in the future, dependant on how the trials work and the availability of funding. The feedback from the current sites is being assessed and I believe this information will be shared with T and PCs and ward members.”

Cllr B Briars asked if we can obtain clarification of the process for deciding which areas are to be trialled, and also time scales for implementation.

The Deputy Town Clerk will give a further update as soon as this information is known.

With reference to page 5, item 11b, Biggleswade Sun Street, Rose Lane St John’s Street proposed one-way Gyrotary System – design option: request for an update on possible ban for HGV’s.

Cllr Mrs M Russell reported that this had been discussed at the Biggleswade Joint Committee held on the morning of 14 April. The BJC will keep this item on their agenda as discussions are ongoing regarding the possible ban of delivery vehicles, buses, fire engines and ambulances. Cllr Russell will keep members informed of progress.

b. From the Extra Ordinary meeting held on 31 March 2015.

With reference to page 2, item 4a ii), Parking Issues, Cllr Mrs M Russell gave the members an update following discussion at the Biggleswade Joint Committee meeting held on the morning of 14 April.

- The Town Council will receive a formal reply to its response to the consultation documents from a senior CBC Officer.
- An informal public consultation, giving three options, will be released on 1st May. It will be a three week consultation and people will be able to respond in writing by letter, email or website. Consultation ends in June.
- The formal consultation will take place in July over a 28-day period.
- There will be a meeting in the Town Council Chambers to launch the formal consultation
- Implementation of the new parking regime may be phased so that those areas where there are no objections can go ahead as soon as possible and any objections do not hold up the whole implementation.

With reference to page 3. MOP had expressed concern regarding the Sun Street Traffic Lights Timing/cyclists.

Cllr D Albone asked that this be discussed on the Council Agenda at a future meeting, and that the comments please be fed back to CBC.

It was **RESOLVED** that the Deputy Town Clerk will email Traffic Management at CBC regarding this issue.

9. PLANNING APPLICATIONS

a. CB/15/01013/FULL – Site of former 171 London Road, Biggleswade
Construction on 6 dwellings (social housing) and all ancillary works

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

b. CB/15/01125/FULL – 104 Brunel Drive, Biggleswade
Ground floor rear extension

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

- c. **CB/15/01040/ADV – Unit H, London Road Trading Estate, London Road, Biggleswade**
Advertisement: Installation of 5 x fascia signs internally illuminated and non-illuminated

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

- d. **CB/15/00804/ADV – 1 High Street, Biggleswade**
Advertisement: Erection of 4 No. externally illuminated fascia signs & No. projecting sign.

It was **RESOLVED** that Town Council **OBJECT** to this planning application on the grounds that the signage is inappropriate for the age of the building. It was agreed that the application should have been retrospective, and a revised design will need to be put forward.

- e. **CB/15/01012/LB – 1 High Street, Biggleswade**
Listed Building: Erection of 4 No. externally illuminated fascia signs & 1 No. projecting sign with 7 No. Lamps.

It was **RESOLVED** that Town Council **OBJECT** to this planning application on the grounds that the signage is inappropriate for the age of the building. It was agreed that the application should have been retrospective, and a revised design will need to be put forward.

10. **ITEMS FOR CONSIDERATION**

- a. **Request from Pottton Salvation Army Band**

Correspondence has been received from Pottton Salvation Army Band, to request permission to play Christmas carols on Biggleswade Market square on Saturday 12 December from 9.30am to approx. 12pm.

A copy is attached to this agenda.

There were no objections

- b. **Works to trees within a Conservation Area: Remove one tree as identified in the application and located between the driveway to the garages and the pathway**
Location: Land adjacent to Unit 3, The Law Courts, Saffron Road

CBC has notified Town Council that they have received an application to carry out work to preserved tree(s) at the above property, a copy of which is attached to this agenda.

Members received and **NOTED** this information.

- c. **Works to trees within a Conservation Area: Fell one Western Red Cedar tree. The tree is located to the rear of the car park area.**
Location: St Peters Church, 7 Station Road

CBC has notified Town Council that they have received an application to carry out work to preserved tree(s) at the above property, a copy of which is attached to this agenda.

Members received and **NOTED** this information.

- d. **Work to trees protected by a Preservation Order: Prune one Beech tree located within Group G2 (T1 on the plan) and prune one Pear tree listed T1 (T2 on the plan) the trees are within Tree Preservation Order Ref: MB/TPO/04/0009**
Location: 57 – 59 London Road, Biggleswade

CBC has notified Town Council that they have received an application to carry out work to preserved tree(s) at the above property, a copy of which is attached to this agenda.

Members received and **NOTED** this information.

e. **Biggleswade Town Council replacement columns**

For members to consider cost information for column replacements, a copy is attached to this agenda.

It was felt that not all of these columns required replacement, as at least a couple of columns appeared to have an intermittent fault rather than a permanent fault.

Cllr B Briars commented that it was possible that some of the columns were beyond economical repair and asked if once the repairs/upgrades to the columns had taken place, can Town Council please ask that CBC take these over.

Cllr Mrs M Russell felt that we should make absolutely sure that we need replacement, and with that caveat she felt we should go ahead. She also agreed that CBC should be asked to take these over.

It was **RESOLVED** that the necessary columns be replaced and that CBC be asked to take over the maintenance.

11. **ITEMS FOR INFORMATION**

a. **Bedfordshire AgeUk – Health and Social Care Act 2014**

Correspondence has been received from Bedfordshire AgeUk regarding The Care Act that comes into force in May 2015.

A copy is attached to this agenda.

b. **Further to Council meeting held on 10 March 2015 – re Affordable Housing %age**

Cllr B Briars asked that Town Council seek further information regarding the number of affordable housing to be included in developments, as this had previously been cut to 10%, and asked if there had since been increases to the original.

The Town Clerk contacted CBC and a copy of their reply is attached to this agenda.

Members received and **NOTED** this information.

c. **Further to Council meeting held on 10 March 2015 – re Planning application ‘calling in’ process**

Cllr Mrs M Russell said that it may be worth writing to CBC, the response from David Lamb mentions 10 dwellings or more, but how does this apply to commercial applications.

The Town Clerk contacted CBC and a copy of the response from David Lamb is attached to this agenda.

Members received and NOTED this information. However it was felt that further clarification was required and Cllr Mrs M Russell asked if Mr Lamb could be invited to a future Town Council Meeting in order to explain the process. It was **RESOLVED** that the Deputy Town Clerk will issue this invitation.

d. **Thank you letters**

Thank you letters have been received from the following recipients of Town Council Grants:

Biggleswade Crab Lane Railway Embankment Committee
The Biggleswade Talking Newspaper
Trinity Church Community Project
Biggleswade History Society

Members received and **NOTED** this information.

e. **Further to Town Council meeting 16 December 2014 re proposed closure of level crossings**

Following the Town Council meeting on 16 December, where Town Council received a presentation on the East Coast Main Line Level Crossing Feasibility Study, correspondence has been received from WSP, thanking Town Council for its involvement in the study and setting out what will happen next.

A copy is attached to this agenda.

Cllr I Bond reported that proposals have been put together for 72/73 crossing closures throughout the East Coast line. If the funding is forthcoming, the transfer of Works Order will be in 2016 followed by completion in 2017.

12. PUBLIC OPEN SESSION

A period of up to 15 minutes is permitted to allow members of the public to ask questions.

- MOP said that it will soon be carnival time, and asked if we can confirm that the Harris rides that are in the car park are covered by the latest Health & Safety Regulations/Certification.

Cllr Mrs M Russell said that the situation regarding charges and health & safety regulations will be covered in full on the next TCM Agenda.

It was **RESOLVED** that this item be placed on the next TCM Agenda