

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING INCLUDING PRECEPT HELD ON TUESDAY 27  
JANUARY 2015 AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE,  
SAFFRON ROAD BIGGLESWADE**

**Present:** Cllr Mrs H Ramsay - Mayor/Chairman  
Cllr I Bond  
Cllr Mrs M Russell  
Cllr Ms S Mulchrone  
Cllr M North  
Cllr D Lawrence  
Cllr Mrs J Lawrence  
Cllr P Biernis  
Cllr D Albone  
Cllr B Briars  
Cllr G Wilson (Entered at 7:05pm)  
Cllr B Rix  
Cllr S Watkins – Deputy Mayor

Rob McGregor – Town Clerk  
Mike Thorn – Deputy Town Clerk  
Michaela Beckwith – Minute Taker

10 Members of public (MOP)

**1. APOLOGIES**

Apologies were received from Cllr Mrs W Smith and Cllr T Woodward

**2. DECLARATION OF INTERESTS**

- (a) There were no Disclosable Pecuniary Interests declared
- (b) There were no Non-pecuniary interests declared

**3. TOWN MAYOR'S ANNOUNCEMENTS**

There were no Town Mayors announcements.

**4. MEMBERS QUESTIONS**

Cllr B Briars – is there was any way to get a message over to the police regarding parking around Apollo Gardens.

Cllr Mrs H Ramsay - there is adequate parking behind the houses which is not used and the lack of yellow lines mean that there's not much the police can do. The Town Clerk is asked to write to the police on this matter.

Cllr B Briars - informed council that the signage on the Loline Shop has been installed without planning consent.

Cllr Mrs H Ramsay asked the Town Clerk to contact CBC on this matter

**5. PUBLIC OPEN SESSION**

MOP 1 - item 12d. (Rose Lane Car Park) how long the lease would be for, how much it cost and what are the arrangements for repair and maintenance.

Cllr Mrs H Ramsay said that this would be discussed when item 12d was discussed as an agenda item.

MOP 2 - item 9a. (Crown Hotel) there appears to still be no walk through, through the Crown Inn. They asked if the Town Council could look into the legal issues of this.

Cllr Mrs H Ramsay – CBC are looking into this matter and the Town Clerk will contact CBC.

(Cllr G Wilson entered the meeting 7:05 approx.)

MOP 3 – The accounts attachments are not clear, will there be a review of them?

HR said that the accounts have to be prepared using the statutory format for Councils.

However, Cllr North as Chair of Finance and General Purposes would be happy to answer any queries.

MOP 3 – Will the attachments be published online?

HR – This request will be investigated

MOP 3 – Regarding the minutes, the subject the invited speaker is talking about and who they were needs to be made clearer.

MOP 4 – Regarding the budget summary, it doesn't show a cash balance for end of year.

Cllr M North – The Budgets show planned income and expenditure for next year. The balance sheet shows balances at 31.12.14.

HR – Suggested that MOP4 write into the Town Council regarding an accounts summary and the Clerk would be able to pass on the comments to the accountant.

## 6. **INVITED SPEAKERS**

There were no invited speakers

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

### a. Members received the Minutes of the Council meeting held on 13 January 2015

Cllr J Lawrence – The minutes does not state that Cllr J Lawrence and Cllr D Lawrence attended in the attendance list.

Cllr B Briars – The request for double sided minutes was made by Cllr B Briars

Cllr M Russell – Item 4b should read Environment Agency and Internal Drainage Board.  
Item 10c, Cllr M Russell was in agreement that we are self-sufficient.

Subject to the above amendments, Town Council **approved** the minutes of 13 January 2015.

### b. Cllr I Bond – Proposed that the **recommendations** of the Finance and General Purpose committee meeting held on 13<sup>th</sup> January 2015 be approved:

To approve, Grants and Donation, Fees 2015/2016, Budgets and Precept for 2015/2016 and Town Council Financial regulations.

This was seconded by Cllr M North.

The recommendations were **approved** by Biggleswade Town Council.

## 8. **MATTERS ARISING**

### a. There were no matters arising for the minutes of the Town Council meeting held on 13<sup>th</sup> January 2015.

## 9. **PLANNING APPLICATIONS**

### a. **CB/14/03125/FULL – The Crown Hotel, 23-25 High Street**

Ground floor infill and rear extension and first floor side extension to existing listed hotel building. Change of use of existing shop unit to hotel use and incorporation within existing hotel. Conversion of existing garage to disabled accommodation. Internal alterations, creation of beer garden, new bin store, plant, disabled parking and associated works.

CLlr B Rix – It doesn't seem to matter what BTC decide as the plans are approved anyway. We should support the proposal with two caveats to go in on CBC actions in order to preserve the historic nature of the Crown Inn and protect Abbots Walk.

CLlr I Bond – The rights of way issues still stand. The right of way is supported by BTC and Biggleswade History Society, it is therefore in CBC hands now.

CLlr Mrs J Lawrence – Will attend the meeting when it is called in at CBC.

CBC asked for people to write to Planning and The Rights of Way Officer, with evidence of use as a right of way.

CLlr B Briars – The cellar drop is still opposite the bus station which when deliveries occur, will cause chaos.

CLlr D Lawrence – Strongly objects to the application as it stands and supports the rights of way application. If this is put forward first then the Crown Inn application will fail.

CLlr Mrs M Russell – Would like to object on grounds of parking as there is none for visitors and staff. The Town cannot handle the increase in demand for parking. At the very least Wetherspoons should consider a large six figure sum donation. Also objecting on historical terms as the arch and post box should be preserved.

CLlr B Rix – Request to make Abbots walk a right of way too

CLlr Mrs M Russell – This would be tactically wrong as it will cause a delay although I do support it becoming a right of way.

CLlr D Albone proposed to object on the basis of previous objection and asked it to be called in by CBC.

This was seconded by CLlr Mrs J Lawrence.

It was **RESOLVED** to object on the same basis as the previous objection and ask for the application to be called in by Councillors Lawrence, CBC.

**b. CB/14/03126/LB – The Crown Hotel, 23-25 High Street**

As above.

It was **RESOLVED** that Town Council object on the same basis as the previous objection and ask it to be called in by CBC.

**c. CB/14/04953/FULL – Land of Baden Powell Way, Kings Reach**

Proposed Sub-station.

It was **RESOLVED** that the Town Council raise no objections in this planning application.

**d. CB/14/04976/FULL – Cherry Trees, Kitelands Road, Biggleswade**

Part ground and new first floor extensions to the rear of Cherry Trees House to provide eight residential units (C3).

CLlr M Russell did not object to the application but expressed concern about CBC's clarity regarding planning applications as an initial application regarding Cherry Trees, previously received by BTC appeared to be only for an access road to allow vehicular access for refuse trucks to the existing site.

It was **RESOLVED** that the Town Council raise no objections in this planning application.

**e. CB/15/00081/FULL – 6 Magnolia Place**

Two storey side extension and fenestration alterations.

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.

- f. **CB/15/00056/ADV – Potton Road, Land South of,**  
Advertisement: various signs, totem, fascia, wall mounted and post mounted signs, non illuminated, illuminated internally, externally illuminated and 1 brass lantern.

Cllr B Briars proposed to object to the signs on the basis that the Town Council has objected to the pub in the first place. This was seconded by Cllr M Russell.

It was **RESOLVED** that the Town Council object to this planning application.

- g. **CB/14/04920/MW – Broom Quarry, Hill Lane, Old Warden**  
Variation of condition 3 of planning CB/13/03402/MW

*Previously went before council on 13<sup>th</sup> January 2015 where the Town Council were unclear with what the variation was trying to achieve, if the variation relating to timing or does the variation mean that reinstatement of the site will not now take place.*

*Clarification has now been received from Central Bedfordshire Council. A copy has been attached.*

Cllr M Russell proposed no objections to this planning application since the variation was only a matter of timing. This was seconded by Cllr B Briars.

It was **RESOLVED** that the Town Council no longer object to this planning application.

## 10. **ACCOUNTS**

### a. **Financial Administration**

Members **received and adopted** the accounts for 31<sup>st</sup> November 2014.

Cllr M North – The accounts do show some variance which is to be expected although the variance is fairly low.

The accounts do show a representation of a balance sheet and rolling capital. Quotes for Rose Lane refurbishment are due to come before the committee soon and the reserve money will be sufficient to cover the costs.

- b. Members **received and adopted** the accounts for 31<sup>st</sup> December 2014.

## 11. **ITEMS FOR CONSIDERATION**

### a. **Bedfordshire Constabulary**

Members received and noted the crime figures from 11/12/14 – 20/1/15.

### b. **Improving Wayfinding and Mapping System in Biggleswade Town Centre**

Cllr M Russell – a meeting with Adam Turney is needed and then this proposal should be taken to TCM. Who is going to maintain it, how easy will it be to maintain and how much will it cost this will all need to be considered.

The Town Clerk will arrange a meeting.

## 12. **ITEMS FOR INFORMATION**

### a. **Planning application outcomes**

Cllr Mrs M Russell – Write to Jason Longhurst to review the planning policy.

Cllr D Lawrence – It was reviewed 6 months ago and any objections are taken into consideration by officers. The planning application to The Red Lion was changed before it was approved. There does need to be a better way of showing any changes made.

Cllr B Briars – The planning applications should come back to council if changes are made.

MR – Maurice Jones said The Red Lion would be called in but a misunderstanding meant it wasn't. There are issues with communication between BTC and CBC. At the very least a letter informing of changes should be sent to us.

Cllr B Briars – The issues with The Red Lion that were objected to are still present and have not been considered.

MR – Proposed to write to Jason Longhurst at CBC; to ask if BTC object to planning application Town Council should have the ability to call it in to CBC by resolution of the Town Council.

This was seconded by Cllr I Bond.

It was **RESOLVED** that the Town Clerk would write a letter to Jason Longhurst asking for BTC to have the ability to call in a planning application to CBC if the Town Council has objected to it.

**b. Allocations Local Plan – ‘Call for Sites’ and review of designations.**

Cllr D Albone – raised concerns of development on the common, proposed to gain recognition on the importance of the common.

Cllr M Russell – A neighbourhood plan is required which can take years and also requires a referendum.

Cllr J Lawrence – It wouldn't be necessary for the road to go over the common especially due to the water build up on the common. However, there would be benefits with a relief road.

Cllr D Albone – Proposed a future agenda item to consider options for protecting the common.

Cllr P Biernis seconded.

It was **RESOLVED** that there would be a future agenda item to consider options for protecting the common.

**c. Local Finance Settlement**

The response following the Town Council meeting 13<sup>th</sup> January 2015, where Council resolved that the Town Council respond to the above consultation, the Town Council responded on the 14<sup>th</sup> January 2015 and an acknowledgement letter has been received.

This Item was noted.

**d. Rose Lane Car Park**

There will be a seven year lease from May 2014 with a break clause after five years. We therefore have only 6 years left. It was a long and drawn out process but BTC managed to negotiate the lease well below the original proposal. BTC intends to go ahead with drainage, resurfacing and marking the car park. Quotes for this will be going initially to TCM.

**e. Notes – CCTV Meeting 04/12/14**

The copy of the notes of the CCTV meeting held on the 4<sup>th</sup> December 2014 were noted.

**13. PUBLIC OPEN SESSION**

MOP 4 – Suggested that BTC could ask the local press to write an article in The Chronicle asking members of the public to inform CBC of their own knowledge of the right of way through the Crown Inn.

Cllr Mrs H Ramsay – The Biggleswade Chronicle is already on the case.

MOP 3 – Town Issues are not properly publicised which can increase negativity.

HR – we do have a Facebook page and our own website.

MOP 5 – Hoped that's the planning application for development at the Junction of Palace Street will not increase traffic flow in Palace Street.

HR – This issue will be discussed when the planning application comes to council from CBC.

MOP 4 - apologised to Cllr North saying he had found the information he required in the Accounts paperwork.

**14. Exempt items**

There were no exempt items.