



**MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 14 JANUARY 2020
AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL,
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE**

PRESENT:

- Cllr D Albone
- Cllr I Bond
- Cllr G Fage
- Cllr L Fage
- Cllr F Foster (Vice Chairman)
- Cllr M Foster
- Cllr M North
- Cllr M Knight
- Cllr H Ramsay
- Cllr M Russell (Chairman)
- Cllr D Strachan
- Cllr C Thomas
- Cllr J Woodhead

- Mr P Truppin – Locum Clerk, Biggleswade Town Council
- Mrs J Durn – Meeting Administrator, Biggleswade Town Council
- Mr S Newton, Town Centre Operations Manager, Biggleswade Town Council

Members of Public 14

A14/0101 1. APOLOGIES FOR ABSENCE

Cllr K Brown, Cllr R Pullinger

ABSENT WITHOUT APOLOGIES

None

A14/0102 2. DECLARATIONS OF INTEREST

A14/0102.1 a. Disclosable Pecuniary Interests in any agenda item:
Cllr I Bond, item 7e

A14/0102.2 b. Non-pecuniary interests in any agenda item:
Cllr M Russell, item 9a, 9f.

A14/0103 3. TOWN MAYOR’S ANNOUNCEMENTS

21 December 2019: The Mayor attended a very enjoyable Biggleswade Choral Society Christmas Concert.

A14/0104 4. PUBLIC OPEN SESSION

Mrs Anne Philp: Regarding the Hallam Planning Application, there seems to be a habit of building housing estates with only one way in and out – this is an accident waiting to happen.

Mr Simon Denchfield: The transport planning included is most definitely skewed towards the development. They state that there are adequate cycleways and footpaths but neglect to mention the poor quality. There are a lot of misleading statements, all pushing towards the development. These issues need physical inspection. The proposed development is in the wrong place, has the wrong amount of houses, and is being put forward at the wrong time. Biggleswade has increased 40% in the last nine years, and it would seem that CBC are using Biggleswade as cash cows.

A14/0105 5. INVITED SPEAKER

No Speaker at this meeting

A14/0106 6. MEMBERS QUESTIONS

A14/0106.1 a. Cllr Woodhead: Regarding Agenda Item 5, this item is often not filled. Would Councillors like to put forward topics for this item so that speakers may be invited.

A14/0106.2 b. Cllr G Fage: The Neighbourhood Planning Group met on Monday evening (13 January 2019). Discussion took place around the gateways to the town, particularly the entrance from the North which is not particularly appealing. Can PLOS (Public Lands and Open Spaces) take this forward.

A14/0107 7. MINUTES AND RECOMMENDATIONS OF MEETINGS

A14/0107.1 a. Members received the Minutes of the Council Meeting held on Tuesday, 17 December 2019 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Page 3: Item 8c. to be realigned as the reference in the side margin does not correspond correctly to the item.

To read:

B12/1208.3 c. Item B26/1110 Accounts: CCLA Forms

Page 6: Item 6f. It should be noted that this discussion related to Dan Albone car park. It was requested that the Minute at paragraph 2 read “Consideration is being given to increasing parking charges at Dan Albone Car Park”, and this become paragraph 1. It was **RESOLVED** to extend free parking in the town on Saturdays.

The TCOM reported that there are continuing issues with the software which is currently delaying the implementation of these changes.

Page 6, Item B12/1212.2 b. Planning Application Outcomes: It should be noted that the Bonds Lane Application has been approved, and the Minute should state that it is the Planning Outcomes that still show it is “Awaiting a Decision”.

Following the above amendments, the Minutes will be re-presented for signature.

A14/0108 8. MATTERS ARISING

From the Minutes of the Town Council Meeting held on Tuesday 17 December 2019.

- A14/0108.1 a. **Page 3, Item c. B26/1110 Accounts: CCLA Forms:**
Cllr F Foster has received an email from the Town Clerk asking that the following points of clarification be put forward under matters arising:

Item B26/1110 Accounts: CCLA Forms:

Cllr Ramsay requested that the Minutes record the following information concerning Minute item **B26/1110 Accounts**

“This Minute refers to the meeting of the Committee Chairs, the Town Clerk and the Council Accountant (Derek Kemp) which took place on 19th November 2019.

At this Meeting the Chairs were informed by the Accountant that the investment of BTC Funds that had been approved by BTC on 23.01.18 had not yet been implemented and that this delay had cost BTC revenue (approx. £4K) in unearned interest.

This statement is inaccurate, the Town Council have not resolved to invest with CCLA. The meeting Councillor H Ramsay refers to 23.01.18 did not have an item on the agenda, nor a minute that would substantiate the statement in the minutes. There should have been an item on the Agenda, but it was not brought forward.

The Accountant was most emphatic that this situation should be rectified with immediate effect.

The Locum Clerk informed the Council that fresh Papers had been received from CCLA. However, after this meeting the Accountant and the Town Clerk has said that they were looking at alternatives to the CCLA Public Sector Deposit Fund.

Cllr Ramsay asked if in the meantime the Council could proceed with investing the CCLA as soon as possible.

It would have been illegal as Council has never resolved to invest Council monies with CCLA because the recommendation from F&GP was not taken forward to Council in January 2018.

Cllr Ramsay has contacted CCLA and was informed that upon receipt of the appropriate paperwork an account would normally be available after 5 working days and that there is **no** minimum investment period required.

The Accountant mentioned that the Council should consider a BTC Investment Policy which will be discussed at the next F&GP Meeting and Cllr H Ramsay would like to put on record that she remains concerned that the balance in the BTC Current Account is only insured to £85K.

Cllr H Ramsay offered email evidence in support of her statement. Cllr D Strachan pointed out that no Resolution was passed at the Meeting held on 23rd January 2018, and therefore no Minute to support this statement. It was agreed that this item will be brought for discussion at the next F&GP meeting.

A14/0108.2 b. The Locum Town Clerk felt that due to obvious contradictions it would be prudent to move forward to a sensible investment policy which will be discussed at the F&GP.

A14/0108.3 c. Page 5: Item **12/1211.2 b. Strengthening Police Powers to Tackle Unauthorised Encampments – Consultation:**

The Neighbourhood Planning Group will be taking this document forward for further discussion.

Page 5: Item **12/1211.4 d. Biggleswade Green Infrastructure Plan:**

The dates and venues for public engagement previously noted have now been changed to the following:

A14/0108.4 d. The sessions for public engagements will now be:
1st February – 11am -1pm Biggleswade Market stall in Biggleswade Town Centre
5th February – 4pm – 8pm at the Orchard Centre, Biggleswade
6th February – 4pm – 8pm at BTC Council Chambers

A14/0108.5 e. Page 5: Item **B12/1211.7 g. Planning Appeal Reference APP/P0240/W/19/3236423, Site at Land West of Langford Road, Langford SG189QU:**

Council concerns regarding building north of Langford and the implications on Biggleswade have been taken forward by Cllr Bond as requested by Council.

Page 6: **Item B12/1211.6 f. Car Parks:**

Following issues with the software in the ticket machines the Town Centre Operations Manager reported that testing is currently taking place to ensure the smooth running of the new software currently deployed in one car park. Following satisfactory results, the software will then be installed in all car parks.

A14/0109 9. PLANNING APPLICATIONS

A14/0109.1 a. **CB/19/03889/FULL – 5 Ivel Gardens, Biggleswade SG18 0AN**
Demolition of north-west side and rebuilding to same design with altered foundations to support two storeys and addition of proposed second storey on top of existing.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application providing the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

A14/0109.2 b. **CB/19/04145/FULL – Brookside Bungalow, Langford Road, Biggleswade SG18 9RA**

Loft conversion with raised roof & inclusion of dormers

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application providing the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

A14/0109.3 c. **CB/19/04262/FULL – 8 Wiseman Road, Biggleswade SG18 8LN**

Proposed single storey rear extension plus partial garage conversion.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application providing the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

A14/0109.4 d. **CB/19/004070/FULL – Saxon Pool and Leisure Centre, Saxon Drive, Biggleswade SG18 8SU**

To build a free form, hand finished concrete skate park on the site of the old skate park. An upgraded LED lighting system and upgraded CCTV camera. The old acoustic fence is to be removed. Seating, Bins and a Bike Rack are also included in the proposal.

It was **RESOLVED** that the Town council has **NO OBJECTION** to this Planning Application, with the following comments to be noted.

1. Neighbours to be consulted as a matter of courtesy. There may be an impact on those living close by.
2. Previous Litter concerns to be addressed by the supply of an additional litter bin on the Chambers Way side.

Council recorded thanks to Cllr S Watkins for his hard work in achieving funding under reserves and for moving it forward.

A14/0109.5 e. **CB/19/04301/OUT – Land North of Biggleswade Bedfordshire SG18 0HB**

Outline Application: Planning permission with All Matters Reserved except for access for the development of the land situated north of Biggleswade, east of the ECML railway to provide for up to 416 dwellings including affordable housing, green infrastructure accommodating landscaping, allotments, community orchard, public open space, children's play space, new roads, car parking, cycleways and footways, associated infrastructure, including a sustainable drainage system, vehicular access to be secured from Furzenhall Road.

It was **UNANIMOUSLY RESOLVED** that the Town Council **STRONGLY OBJECT** to this application.

Cllr G Fage put forward a draft letter in support of Council Objection. The main points are as follows:

“The Council believes that the Application does not comply with the National Planning Policy Framework (NPPF) and has the following comments:

1. The Applicant has failed to demonstrate that the location of the proposed development is sustainable.
2. The Applicant has failed to demonstrate that a safe and suitable means of access to the site can be achieved for all users.
3. The Applicant has failed to demonstrate that the development will not have an unacceptable impact on highway safety, most notably at a junction which is also the access point for a school.

4. The Applicant has failed to demonstrate that the development will not have an unacceptable impact on the operation of the highways network.
5. The Applicant has failed to demonstrate that the development will conserve and enhance the natural environment.
6. The Applicant has failed to demonstrate that the development will achieve a well-designed place.

Council also agreed that the use of the 2011 Census is outdated, and the methods used, and calculations made to underpin the assessment's conclusions are incomplete, inaccurate, out of date and deliberately misleading."

It was **RESOLVED** that this letter be sent in support of the Council Objection, and that BTC will be engaging an independent transport consultant to undertake a full technical audit of the Transport Assessment and Framework Travel Plan.

The letter will be sent to Richard Fuller MP, to provide background information, together with Sandy and Potton Town Councils' who will also be affected.

- A14/0109.6 f. **CB/19/03874/FULL – 83 Dells Lane, Biggleswade SG18 8LH**
Side extension with garage and bedroom above, also front extension to living room.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application providing 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 to eliminate detriment in respect of light and privacy of adjacent residents.

- A14/0109.7 g. **CB/19/04240/FULL – 89 The Rowlands, Biggleswade SG18 8NZ**
Single storey side extension.

It was **RESOLVED** that the Town Council has **NO OBJECTION** to this Planning Application, providing the neighbours are consulted and that any comments they may make are considered by CBC in their deliberations.

A14/0110 10. ACCOUNTS

Before presenting the Accounts, Cllr Ramsay wished to record an apology to Council for comments made during Matters Arising concerning CCLA forms and accepts that this matter will be resolved at the forthcoming F&GP meeting.

- A14/0110.1 a. **Internal Audit – First Interim – January 2020**
Members received the Internal Audit – First Interim – January 2020.

It was **RESOLVED** that the Town Council accept the Internal Audit – First Interim – January 2020 as presented.

- A14/0110.2 c. **Financial Administration**

Members received:

- i. Detailed Balance Sheet to 30/11/2019
- ii Summary of Income & Expenditure to 30/11/2019
- iii Income & Expenditure by budget heading to 30/11/2019
- iv Current Bank Account, receipts and payments to 30/11/2019

It was **RESOLVED** that the Town Council adopt the Accounts as presented.

A14/0111 11. ITEMS FOR CONSIDERATION

A14/0111.1 a. Standing Orders – Interim Report

It was **RESOLVED** to defer this item to discuss in May 2020
The vote to defer this item was carried with one abstention.

A14/0111.2 b. Town and Parish Council Conference – Wednesday 22 January

Cllr H Ramsay will represent Biggleswade Town Council at this event.

A14/0111.3 c. CBC Budget Consultation 2020

This information was **NOTED**.

A14/0111.4 d. Proposed Traffic Scheme

This information is very welcome and has been **NOTED**.

A14/0111.5 e. Consultation – Central Bedfordshire Council Admission Arrangements 2021/22.

This information was **NOTED**.

A14/0111.6 f. Biggleswade Common Unit CL19 – Transfer of Right

This information is **NOTED with regret**.

A14/0112 12. ITEMS FOR INFORMATION

A14/0112.1 a. OPCC – Newsletter

This information was **NOTED**.

2A14/0112.2 b. Police Priority Setting Meeting Update

Members were pleased to receive an informative verbal update from Cllr Strachan who attended the meeting, together with members of the Community Safety Group.

Herts, Beds and Cambs are trialling a new smart phone capable of live streaming from an individual phone directly to the police, thus providing immediate evidence of an incident. Trials will start in February.

Cllr Strachan asked Councillors to direct intelligence information for the police through him, as a point of contact in the first instance.

A14/0113 13. PUBLIC OPEN SESSION

Regarding Land North of Biggleswade:

Paul Howe: Would like to query the impact of air quality of people's health.
This was **noted** and the Chairman will add it to the list of Council concerns.

Caroline Kemp: Is concerned about the lack of tree planting on the southern Boundary. (Mountbatten Way)

This was **noted** by the Chairman and will be taken forward.

14. **EXEMPT ITEMS**

The following resolution will be moved that it is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

(15a CCTV)

(15b 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.