

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 8 JANUARY 2013 AT THE  
OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD  
BIGGLESWADE**

**Present:** Cllr T Woodward (Chair), Cllr Mrs J Lawrence, Cllr D Lawrence, Cllr M North, Cllr S Watkins,  
Cllr Mrs M Russell, Cllr Mrs H Ramsay, Cllr D Albone, Cllr B Briars, Cllr R Skinner, Cllr I Bond  
Rob McGregor – Town Clerk  
Sue Crowther – Administrative Assistant  
Derek Kemp – DCK Beavers  
Members of the public - 4

**1. APOLOGIES**

Apologies were received from Cllr Mrs W Smith and Cllr G Wilson

**2. DECLARATION OF INTERESTS**

(a) Disclosable Pecuniary Interests in any agenda item

(b) Non-pecuniary interests in any agenda – there were no non-pecuniary interests declared

Cllrs Mrs J and D Lawrence declared an interest in items 8a and 8b as listed on the agenda.

Cllr Mr M Russell declared interest in items 9c and 9d as listed on the agenda.

Cllr Mrs H Ramsay read out a moving eulogy to Cllr Peter Woodward who sadly passed away on 3 January 2013.

A two minute silence was held in memory of Cllr P Woodward

**3. PUBLIC OPEN SESSION**

A member of the public MP1 addressed the meeting regarding item 10e – Roundabout at Shortmead Street/Sun Street junction. He said that this was in the budget 15 years ago and the plans prepared, but still hasn't happened.

Cllr Mrs H Ramsay replied that this has been brought up a Joint Committee meeting; Town Council is pursuing it and has asked for a temporary roundabout. This will be brought up at the Joint Committee meeting next week.

MP1 said that the previous Council was not at all helpful.

Cllr Mrs H Ramsay assured the gentleman that Town Council are doing their best.

**4. INVITED SPEAKER**

There was no invited speaker.

**5. MEMBERS QUESTIONS**

Cllr B Briars asked what is being done about the parking problems in Hitchin Street, people are now parking in front of Peacocks. Some of the kerbs are already breaking up; we need CBC or the contractors to remedy this.

Cllr B Briars said that there is flooding again on the High Street, we need CBC to remedy this once and for all.

Cllr D Lawrence said that the parking signs are not up yet in Hitchin Street.

Cllr Mrs J Lawrence said that there are now cones outside Peacocks to stop parking. In Hitchin Street the greys stones are not thick enough for parking on.

Rob McGregor said that CBC is aware of the flooding in the High Street, and works will be carried out at the same time as the resurfacing works.

Cllr Mrs M Russell said that the next Biggleswade Joint Committee meeting will be held on Wednesday 16 January at 9.30am at CBC offices at Chicksands, and it is open to the public.

## **6 MINUTES AND RECOMMENDATIONS OF MEETINGS**

- a. Members received the Minutes of the Council meeting held on 11 December 2012 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.
- b. Member approved the **Recommendations** of the **Public Lands & Open Spaces** meeting held on 11 December 2012.

**Items as listed on the PLOS agenda:**

### **6) ITEMS FOR CONSIDERATION**

#### **a) Correspondence from Biggleswade Bowls Club**

Correspondence was received from Biggleswade Bowls Club requesting permission to open the green for play on the 1 April 2013.

It was **RECOMMENDED** that Town Council grant this request providing that this does not impact on Town Council staff with regards to maintenance etc.

#### **b) Public Consultation for Outdoor Access Improvement Plan 2013-2023**

Members are asked to comment on the above Public Consultation which started on 22 October. The full plan, a summary document and an online questionnaire are available on the website [www.centralbedfordshire.gov.uk/consultations](http://www.centralbedfordshire.gov.uk/consultations) then go to: 'Have your say on getting out in the Countryside' (Committee Members are asked to view these documents before this meeting on 11 Dec 2012). Alternatively, a copy is available to view in Town Council office

The closing date for responses is **18 January 2013**.

It was **RECOMMENDED** that Members would pass any comments to the Town Clerk or Deputy Town Clerk before 18 January 2013.

#### **c) Request from the Dan Albone Memorial Group**

Correspondence was received from the above group who would like to erect a Monument to Dan Albone and are enquiring whether Town Council would agree to the idea in principle.

They would like to use the small area near the old cottage that stood in the entrance to Dan Albone car park, if this is acceptable they will apply for Lottery Funding.

It was **RECOMMENDED** that Town Council request more information before a decision is made.

#### **d) Central Bedfordshire Council Local Flood Risk Management Strategy**

Correspondence was received from CBC introducing the above Strategy and to ask for Town Councils help in providing key information that is needed.

They are in early stages and have provided a short Briefing Note describing the background to this important study, and to summarise, the Strategy will:

- Build on earlier related studies;
- Improve in-depth understanding of flood risk across Central Bedfordshire and; and
- Identify how those risks may be better managed in a way that enhances the natural and built environment

The questionnaire can be found at:

[www.centralbedfordshire.gov.uk/surveys/floodstrategy/flooding](http://www.centralbedfordshire.gov.uk/surveys/floodstrategy/flooding) - responses need to be submitted by **11 January 2013**.

It was **RECOMMENDED** that this be noted.

e) **Draft Biggleswade Green Wheel Greenspace Masterplan**

A copy of the Green Wheel Consultation Summary and questionnaire are attached to this agenda.

Members are asked to complete the questionnaire and submit by **28 December 2012**. Alternatively, it can be viewed and completed online at [www.centralbedfordshire.gov.uk/consultations](http://www.centralbedfordshire.gov.uk/consultations)

It was **RECOMMENDED** that Town Council submit any comments by 28 December.

f) **Replacement Play equipment for Watkin Walk, Biggleswade**

Members were asked to approve the attached quotation for replacement play equipment for Watkin Walk.

It was **RECOMMENDED** that members approved the quotation.

g) **Development of a memorial safety policy**

Members were asked to consider the development and introduction of a memorial safety policy.

It was **RECOMMENDED** that Town Council agree to the introduction of a memorial safety policy and that a draft copy would be presented to PLOS committee to approve.

h) **Biggleswade Town Bowls Club**

Correspondence was received from Chrissie King, who was elected Secretary for the Bowls Club Management Committee at their AGM on Sunday 2 December 2012.

During this meeting it was decided that they should make the six rinks that they use Non-Smoking, although smoking will be permitted on the banks and surrounding areas. They are asking for Town Councils support by making the same ruling for Rink 7 thus keeping continuity throughout.

It was **RECOMMENDED** that Town Council agree to this request.

Cllr Mrs J Lawrence abstained.

7) **ITEMS FOR INFORMATION**

a) **Drove Road Cemetery Chapel Works**

Works commenced at Drove Road Chapel on 3<sup>rd</sup> December 2012.

It was **RECOMMENDED** that this be noted.

b) **Removal of Play Equipment Grasmere**

The waterlogged conditions have continued to cause difficulty in removing the play equipment, safety surfacing and foundations at Grasmere.

The majority of play equipment and surfacing has now been removed, but the waterlogged conditions have prevented further work to remove the foundations and reinstate the site to grass.

It was **RECOMMENDED** that this be noted.

7. **MATTERS ARISING**

a. Minutes of the Council meeting held on 11 December 2012

Cllr Mrs J Lawrence asked if the additional information requested from the Dan Albone Memorial Group had been received.

Rob McGregor said that the information has been received and it was also sent to CBC etc.

## 8. PLANNING APPLICATIONS

### a. **CB/12/04103/FULL – 2 Shortmead Street, Biggleswade**

Change of use of vacant shop (A1) and office (B1) to residential (C3) and shop, incorporating the erection of a third floor above an existing two storey flat roof building and a three storey addition to replace the existing single storey corner part of the building, to provide a total of 5 x 2 bed flats and a shop unit. Erection of front stairwell and balcony and improvement works to the extract flue at the adjoining restaurant (No 4 Shortmead Street)

It was **RESOLVED** that Town Council **STRONGLY OBJECT** to this planning application as this development would be out of keeping with the area and there is inadequate parking provision.

Whilst Town Council welcomes redevelopment of this site, requests that a more appropriate application be submitted.

### b. **CB/12/04104/CA – 2 Shortmead Street, Biggleswade**

Conservation Area; demolition of single storey part of building

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

### c. **CB/12/04399/ADV – Homebase Ltd, London Road Trading Estate, London Road, Biggleswade**

Advertisement: installation of new fascia sign

It was **RESOLVED** that Town Council raise no objection to this application.

### d. **CB/12/04444/ADV – The Yorkshire Grey, 140 London Road, Biggleswade**

Advertisement: replacement signage: 1 totem sign, 2 x entrance signs, 1 x corporate logo sign & 1 x door plaque.

It was **RESOLVED** that Town Council **OBJECT** to the totem sign but raise no objection the rest of this planning application.

## 9. ITEMS FOR CONSIDERATION

### a. **Further to item 8b Council meeting 11/12/12- The Localism Act 2011**

To receive and endorse the Dispensations relating to setting the precept granted by the Clerk, to all affected Councillors for the duration of their term of office.

All the Councillors forms, except for one, have been completed and returned to the Town Clerk.

### b. **Invitation to consult on-line – 2013/2014 Draft Budget Consultation – Beds Fire and Rescue Authority**

Members were invited by Beds Fire and Rescue Authority to comment on-line regarding their 2013/2014 draft budget consultation document. A copy was attached to the agenda.

It was **RESOLVED** that this be noted.

### c. **Request for Circus visit 2013**

Correspondence was received requesting permission to stage a Circus in Biggleswade in March 2013. They are a small family show and do not use animals. They have such performers as musical clowns, magic and illusion, jugglers, acrobats from Kenya, hand balancers, aerial silks and similar trapeze acts, to name just a few as well as the youngest female clown in Europe.

The Circus tent is 24 metre in diameter and they have approximately 12 vehicles in total, including living accommodation. The overall space needed is 60 x 60 metres, the area needed for the big top is 30 x 30 metres.

They will supply their own electricity but will need water connection.

Members were asked to consider this request.

It was **RESOLVED** that Town Council agree **PROVISIONALLY** to holding the Circus but request more details in regards to timings etc.

**d. CBC spending plans for next year**

CBC has published their spending plans for next year and are seeking Town Councils views on the proposals, which include freezing their share of council tax for a third year and making £14m of savings.

They have also published their draft capital programme of £81m which outlines investments in road maintenance – an area which residents highlighted as important in a last year’s survey – as well as street lighting and new residential care facilities.

Other priorities for the 2013/14 budget include equalising Council Tax rates so that residents in the south of the area pay the same lower rate as those in the north. In effect this means a reduction in Council Tax for residents in the south of Central Bedfordshire for the second year.

Both draft budgets will be formally discussed by the Council’s Executive on 8 January 2013.

The budget proposals can be viewed online at [consultations@centralbedfordshire.gov.uk](mailto:consultations@centralbedfordshire.gov.uk) , members are invited to comment before 31 January 2013.

Cllr D Lawrence proposed that Town Council write to CBC about the lack of investment in the town.

**e. Request from Specsavers**

Members were asked to consider a request from Specsavers. They have requested to use a room at the Old Courthouse to carry out NHS hearing tests.

They need a room one day a week from early March 2013, from 9am to 5pm, for 12 months and have agreed to pay £70 (ex VAT) for each day they use the room.

It was **RESOLVED** that Town Council agree to this request.

Cllr D Lawrence abstained.

**10. ITEMS FOR INFORMATION**

**a. Thank you letter received from Sandy Town Council**

Sandy Town Council has written to Biggleswade Town Council to send thanks for the help received in supporting the Sandy Christmas lights switch-on by providing market stalls and for the Groundstaff assistance in collecting the Christmas tree.

A copy was attached to the agenda.

It was **RESOLVED** that this be noted.

**b. Proposed temporary road closure – London Road/High Street, Biggleswade**

CBC has notified Town Council of a proposed temporary road closure at London Road/High Street, Biggleswade between 20 January and 1 February 2013 to enable resurfacing works to be carried out in safety.

A copy was attached to the agenda.

It was **RESOLVED** that this be noted.

**c. CCTV Management Report for Biggleswade – 1 Jan through to 31 Oct 2012 and comparison to same period last year.**

<u>Location</u>	<u>Offence type</u>	<u>1 Jan to 31 Oct</u>		<u>1 Jan to 31 Oct</u>	
		<u>Arrests</u>	<u>Incidents</u>	<u>Arrests</u>	<u>Incidents</u>
		2011		2012	

<b>ASDA &amp; rear Of Crown Hotel</b>	Assault Robbery	3	2		
	Missing Person		6		
	Theft/Shoplifting		3		1
<b>Threshers</b>	Assault Robbery		1		1
	Drunken behaviour				1
	Missing Persons				1
	Public Request				1
	Theft/Shoplifting		1	3	3
<b>The Crown Hotel &amp; New Inn</b>	Assault Robbery		2		
	Drunken behaviour		1		1
	Missing Persons				2
	Concern for Welfare		1		
	Nuisance/Disorder		1		3
	Other				1
	Police request		1		1
	Rape/Sexual assault				1
	Suspicious activity		1		1
	Theft/Shoplifting		1	1	1
	Traffic offences				2
	Warrant or Warranted			1	1
	<b>The White Hart</b>	Affray		1	
Alarm activation			1		
Arson/Fire			1		
Assault Robbery			2		4
Burglary			1		1
Broken down vehicle					1
Concern for Welfare			1		
Criminal damage		1	1		1
Deception/Fraud				1	1
Domestic					1
Drug related		1	1		
Drunken behaviour		1	2		
Emergency inc			1		
Missing Persons			2		1
Nuisance/Disorder			2		4
Other			1		1
Police Request			2		
Suspicious Activity				1	3
Traffic Offences			2		
Warrant or Warranted				1	1
<b>Bingo Hall &amp; Fairfield Products</b>	Assault Robbery			1	1
	Theft/Shoplifting		2		
	Suspicious Activity		1		1
	Vehicle Crime		1		
<b>Car Park</b>	Domestic		1		
	Missing Persons		1		
	Rape/Sexual assault		1		
	RTC		1		

<u>Location</u>	<u>Offence type</u>	1 Jan to 31 Oct 2011		1 Jan to 31 Oct 2012	
		<u>Arrests</u>	<u>Incidents</u>	<u>Arrests</u>	<u>Incidents</u>
<b>St Andrews Street</b>	Assault Robbery			2	1
	Criminal Damage			1	1
	Domestic				2

	Drug related	2	1		
	Drunken behaviour		2	2	2
	Missing Persons		2		
	Other		1		3
	Police Request				3
	Public Request		1		1
	Ram Raid		1		
	Suspicious Activity		1		1
	Traffic Offences	1	1	1	1
<b>Shortmead Street</b>	Assault Robbery				1
	Missing Persons				1
	Other				1
	Rape/Sexual Assault				1
	<b>TOTALS</b>	<b>9</b>	<b>60</b>	<b>15</b>	<b>69</b>

**EVIDENTIAL DISCS PRODUCED** **51**

Cllr Mrs J Lawrence said that the figures show a high number of incidents and not many arrests. We should be asking the Police why we aren't getting better results.

**d. Proposed temporary road closure – C209 Southill Road, Broom**

CBC has notified Town Council of a proposed temporary road closure at Southill Road, Broom between 31 January and 4 February 2013 to enable resurfacing works to be carried out in safety.

It was **RESOLVED** that this be noted.

**e. Roundabout at Shortmead Street/Sun Street**

A member of the public has contacted CBC regarding the need for the above roundabout.

A copy of the emails was attached to the agenda.

Cllr B Briars said that CBC is passing the buck. Last year they said that the roundabout would be completed by the middle of 2011. Town Council should write to the resident and explain.

Cllr Mrs M Russell said that there is Capital spending money due from the developer. It could be funded by CBC, and then reimbursed later. We need to push for this roundabout.

Cllr B Briars said he remembered the late Cllr Peter Vickers, as a CBC Councillor, stating that the roundabout would be built.

**f. Letter from the Police and Crime Commissioner for Bedfordshire**

Olly Martins, the Police and Crime Commissioner for Bedfordshire has replied to Town Councils request that he attend a Council meeting with regards to PCSO funding.

He would be prepared to meet with a group of parish and town councils and will make contact in the New Year to make necessary arrangements for a meeting before the end of the current financial year.

It was **RESOLVED** that this be noted.

**11. PUBLIC OPEN SESSION**

MP1 said that with regards to Cllr Briars comments about the Shortmead Street/Sun Street roundabout, it certainly is déjà vue and asked that Town Council give CBC a hearty kicking.

Cllr B Briars agreed that the town has been waiting 15/20 years already.

12. **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(s) is discussed.

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.