

**MINUTES OF BIGGLESWADE TOWN COUNCIL MEETING HELD ON TUESDAY 11 FEBRUARY 2014 AT  
THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD  
BIGGLESWADE**

**Present:** Cllr Mrs H Ramsay (Chair), Cllr I Bond, Cllr Mrs M Russell, Cllr M North, Cllr G Wilson,  
Cllr T Woodward, Cllr B Briars, Cllr P Biernis, Cllr D Albone, Cllr B Rix, Cllr Mrs W Smith,  
Cllr S Watkins  
Rob McGregor – Town Clerk  
Sue Crowther – Administrative Assistant  
Andrew Gwillam – CBC Rights of Way Officer  
James Gleave – CBC (arrived at 8pm)  
Sam Vernon – Biggleswade Chronicle  
Members of the public - 3

Cllr Mrs H Ramsay welcomed Cllr Peter Biernis to Biggleswade Town Council.

**1. APOLOGIES**

Apologies were received from Cllrs J Lawrence, D Lawrence and S Mulchrone

**2. DECLARATION OF INTERESTS**

- (a) Disclosable Pecuniary Interests in any agenda item – none declared
- (b) Non-pecuniary interests in any agenda item – Cllr T Woodward declared an interest in item 9c & 9h  
Cllr B Briars registered an interest in item 9c  
Cllr D Albone declared an interest in item 9f

**3. TOWN MAYORS ANNOUNCEMENTS**

The Mayor reminded Councillors to let the office know if they are able to attend the Civic Service on 16 March.

**4. PUBLIC OPEN SESSION**

There were no items discussed during the public open session.

**5. INVITED SPEAKER**

- a. James Gleave – CBC re Biggleswade Transport Interchange (gave his presentation after item 12)
- b. Andrew Gilliam introduced himself as CBC Rights of Way Officer. He said that he covers the A1 corridor from Tempsford to Stotfold. Rights of Way are stated as part of the Highway Law, and have legal power over widths of footpaths and bridleway. There are 2 parts to his role:

Part 1: Footpath signs, condition of footpaths, gates etc. Biggleswade is a very busy parish and the largest in his area. AG is the go between Landowners and users. The condition of the surface of footpaths is the largest bill each year. CBC mow, hedge and strim, the vegetation is cleared 2 yearly. AMEY will not be back in 2014.

Part 2: The Legal side. The Definitive Map is a powerful document, the current one is not complete and has many omissions, but this is being dealt with. Biggleswade has a lot of urban footpaths that are not on the map. The New Inn and the Crown Hotel walkways are not on the map yet. Once a route is added on the map it cannot be removed. AG said that CBC are in contact with the Crown Hotel's landowner directly, we have said to them 'talk to us, don't ignore us'. If any residents walk a route that is not on the map, they need to let AG know.

Cllr Mrs H Ramsay asked if there is a time limit for a route to be used to be added onto the map.

AG replied 20 years public use, without hindrance especially if the Landowner agrees. Even if the Landowner refuses, we may still be able to proceed, we need to balance up other facts and ask for evidence.

Cllr Mrs M Russell said that she was grateful the CBC were looking at the Crown ROW.

Cllr D Albone asked about timescale for updating the ROW map inclusions.  
AG replied it's about 3 months so far, maybe the end of the year.

Cllr B Briars asked if routes can be removed from the map.

AG said that if a route is established as a ROW, it is extremely unlikely; if the Landowner gives alternative route, then the original route could then be extinguished.

Cllr B Rix asked about the closure of footpaths towards Wrestlingworth. Footpath no 28 is used heavily but there is no alternative marked on the Footpath map. The request is for 6 months closure.

AG replied that this is a difficult one, the A4 notice is for almost 2 years' worth of work. It's not as bad as it looks, these would be temporary closures, slowly over time and he was trying to ensure that there would be a temporary path to run alongside BW28 where the work was disrupting the use of BW28.

AG said that he is working with a Project Manager to create a new gravel path, on the new estate. Starting at the Southern end first of the new eastern relief road, which he expected to be complete over the next 6 – 9 months.

Cllr B Rix said that alternatives have been offered in past, but not all routes.

AG said that he is dealing with 3 or 4 difficult developers, which is not making it too easy. At some stage the footpaths will be closed, and that Cllr Rix could phone him to find out what's happening.

Cllr Rix asked about the footpath west of the Ivel, at Sainsbury's.

AG replied that this Right of Way does not follow the existing path at this point. The legal line is not on the riverbank, but is to the west of the existing path. The decision was made to make the legal route appear to be part of the existing path bypassing that part of the path alongside the riverbank which is deteriorating. The eroded surface is to be removed but the bench is still in use. The new path will go ahead when the weather permits but its not the weather at the moment.

AG informed Cllrs that if the riverbanks are swept away that are currently a Right of Way, that Right of Way is lost and a fresh application for a new Right of Way needs to be submitted.

## **6. MEMBERS QUESTIONS**

There were no Members questions.

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

- a. Members received the Minutes of the Council meeting held on 28 January 2014 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Cllr B Briars asked that Matters Arising on Page 4, paragraph 20, that 'as well as Rear Access Disabled Vehicle provision' be added onto the minutes.

## **8. MATTERS ARISING**

- a. Minutes of the Council meeting held on 28 January 2014 - none

## **9. PLANNING APPLICATIONS**

- a. **CB/14/00206/FULL – 27 Windermere Drive, Biggleswade, SG18 8LT**  
Single storey front extension

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.

- b. **CB/14/00145/FULL – Land South of Potton Road, Biggleswade**

Temporary Community Centre and associated parking and refuse facilities.

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.

*Cllr B Briars left the Chamber before the next planning application was considered.*

- c. **CB/14/00288/FULL – Biggleswade Academy, Mead End, Biggleswade, SG18 8JU**  
Erection of new children's nursery.

**Correspondence has been received objecting to above planning application. A copy is attached to this agenda**

Cllr Mrs M Russell proposed that Town Council **object** to this planning application until the Biggleswade Academy put a Travel Plan in place. This was seconded by Cllr P Biernis.

**A vote was taken: 11 voted in favour of this proposal      Cllr T Woodward abstained**

Therefore:

It was **RESOLVED** that Town Council object to this application until a Travel Plan is put in place.

*Cllr B Briars returned to the Chamber.*

- d. **CB/14/00198/FULL – Biggleswade Baptist Church, 24 London Road, Biggleswade, SG18 8EB**  
Installation of shipping container to replace existing shed.

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.

- e. **CB/14/00339/LB – 1 High Street, Biggleswade**  
Listed Building: Replace existing flat roofed single storey extension to rear with new pitched roof single storey extension.

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/14/00226/FULL – 25 Drove Road, Biggleswade**  
Erection of 2 semi-detached 3 bedroom dwellings with integral garages, associated parking and access following demolition of existing bungalow.

Cllr Mrs M Russell proposed that Town Council **object** to this application as the access is onto an already very busy road. This was seconded by Cllr Mrs W Smith.

**A vote was taken: 11 voted in favour of this proposal      Cllr D Albone abstained**

Therefore:

It was **RESOLVED** that Town Council **OBJECT** to this application on the grounds that the access is onto an already busy road.

- g. **CB/14/00334/FULL – 19 York Close, Biggleswade**  
Single storey rear extension following removal of existing conservatory.

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.

**h. CB/14/00056/FULL – 7 Mill Lane, Biggleswade, SG18 8AZ**

Two storey rear extension & alterations to convert 1 dwelling to 2 dwellings.

Cllr Mrs M Russell proposed that Town Council **object** to this application as it is overdevelopment. This was seconded by Cllr Mrs W Smith. **A vote was taken: All voted in favour of objection**

Therefore:

It was **RESOLVED** that Town Council **OBJECT** to this application as it is overdevelopment

**i. CB/13/03865/OUT – Unit C, Normandy Lane, Biggleswade, SG18 8QB**

Outline Application: Additional car parking area to the front of building (all matters reserved).

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

**10. ITEMS FOR CONSIDERATION**

**a. BATPC STRATEGIC PLAN 2014-20**

Members were asked to consider the draft copy of BATPC Strategic Plan 2014-20 that was attached to the agenda.

It was **RESOLVED** that any comments would be passed to the Town Clerk within the next 7 days.

**b. Request from Henry Harris**

Correspondence was received from Henry Harris requesting permission to hold the Carnival Fun Fair on the Market Square, setting up after 6pm on Tuesday 17 June and leaving on Sunday 22 June.

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

**11. ITEMS FOR INFORMATION**

**a. Temporary Closure of Footpaths Nos 25,29,30,33 and Bridleway No 28**

CBC has notified Town Council of proposed temporary closure of the above Footpaths and Bridleway which is required due to the construction of housing and an associated relief road.

The closures are expected to take place from 24 February 2014 for six months.

A copy of the correspondence was attached to the agenda.

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

**12. PUBLIC OPEN SESSION**

There were no items discussed during the public open session.

James Gleave – CBC, arrived at this point (8pm)

JG said that the Transport Interchange has been discussed at the Joint Committee and he wanted to bring Town Council up to date. The project has arisen from the Town Centre Masterplan, Biggleswade Town Council, Central Bedfordshire Council and the local Community.

The idea is to create a proper interchange at the Rail Station and he has been tasked with getting the project up and running. The first thing was to talk to Network Rail and First Capital Connect, and improving the Station forecourt.

They have had several monthly meetings, as there are a lot of different works to be carried out. At the moment the land south of the Station is leased by a Taxi company and part of it is Network Rail storage

site. CBC need to negotiate to bring all parties into the scheme as it is the only area large enough for buses.

Negotiations are going well with Network Rail, over the next few weeks AMEY will be carrying out survey work. Then later, they will go onto site to carry out topographical surveys.

It is likely that funding for the scheme will be provided by CBC, this is critical for the Town Centre Masterplan to be delivered.

We are in the early stages of design, and need to identify what are the critical issues. Station Road parking is already a problem and will be dealt with by the Car Parking Strategy.

We need to ensure that there is sufficient capacity of bus stops, at Century House there are 3 or 4 present. It is hoped to improve quality as well as an improved ticket office.

Cllr Mrs H Ramsay asked about a Near Neighbours Consultation here at the Town Council where people could come along and ask questions.

Cllr M North asked if progress could be tracked on a website.

JG replied that currently this project is not on website, but would be happy to share, although currently it's just conceptual design, with caveats that it may be changed in the future.

Cllr North asked when the scheme is likely to be completed.

JG replied 18 months to 2 years

Cllr Russell said that a while ago Town Council was told that we would have Disabled Access at the Station in 2015 and asked if it is included in this plan.

JG replied no, they had asked First Capital Connect, and were told that Biggleswade would be prioritised along with others on the route.

Cllr Rix said that the Station is accessible for 95% of the community, with 5% not able to use the Station. The Station should be accessible for the whole of Biggleswade community.

### 13. **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.

There were no exempt items.

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.