

MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 23 AUGUST 2016
AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE,
4 SAFFRON ROAD, BIGGLESWADE

PRESENT:

Cllr D Albone (Chair)
Cllr P Biernis
Cllr I Bond
Cllr B Briars
Cllr F Foster
Cllr M Foster
Cllr J Medlock
Cllr M North
Cllr B Rix
Cllr Mrs H Ramsay
Cllr Mrs M Russell
Cllr D Strachan

Mr M Thorn – Deputy Town Clerk, Biggleswade Town Council
Mrs J Durn – Administrator, Biggleswade Town Council

Members of Public – 3

B23/0801 1. APOLOGIES FOR ABSENCE

Cllr Ms R Kerfoot

ABSENT WITHOUT APOLOGIES

Cllr T Woodward, Cllr S Watkins

B23/0802 2. DECLARATIONS OF INTEREST

To receive Statutory Declarations of Interests from Members in relation to:

- B0802.1 **a.** Disclosable Pecuniary interests in any Agenda item - None
B0802.2 **b.** Non-Pecuniary interests in any Agenda item - Item 9i, Cllr D Albone

B23/0803 3. TOWN MAYOR'S ANNOUNCEMENTS

The Mayor attended the opening of the new Wilko store at the A1 Retail Park and received a cheque for £250 for the Mayor's Charity - Keech Hospice.

B23/0804 4. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the Minutes, unless that person requests otherwise. Each Speaker will be allowed (one) three-minute slot.

There were no questions from Members of the Public.

B23/0805 5. INVITED SPEAKERS

There were no invited speakers.

B23/0806 6. MEMBERS QUESTIONS

- B0806.1 a. Cllr D Strachan asked for an update on the condition of the football pitch as this does not appear to be in a good state of repair, in particular the goal mouths are in need of attention.

The Deputy Town Clerk reported that remedial work is ongoing and he is confident that the ground will return to good order.

B23/0807 7. MINUTES AND RECOMMENDATIONS OF MEETINGS

- B2308.1 a. Members received the Minutes of the Town Council Meeting held on 09 August 2016 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

Cllr Mrs H Ramsay asked that the following amendment be made, following which the Minutes will be signed as an accurate record.

Item 4. A00804.1: to read:

Mr Rawlins, on behalf of Home Court residents, asked why the illuminated M&S sign had been allowed to be placed at the back of the building directly facing the residential area of Holme Court Avenue. Mr Rawlins has had a conversation with the CEO at M&S, ***following which the sign has been removed and the frame for this sign has been relocated to the side of their building facing the A1.***

Cllr Mrs H Ramsay informed Mr Rawlins that the Council had objected to the placement of the illuminated sign at the back of the building, ***and that she and other residents of Holme Court Avenue, considered the non-illuminated sign to be an eyesore.***

- B2308.2 b. Members received the **RECOMMENDATIONS** of the Personnel Meeting held on 16 August 2016 as follows:

Item 6a: Delegation Agreement:

It was **RESOLVED** that Town Council accept the Delegation Agreement.

Item 6b: Orchard Community Building:

It was **RESOLVED** to accept the **RECOMMENDATION** with the addition of the following:

To include investigation into an additional member of admin staff at BTC, and subject to satisfactory arrangements being made for the protection of staff at the Orchard Community Centre.

B23/0808 8. MATTERS ARISING

From the Minutes of the Town Council Meeting held on 09 August 2016:

- B0808.1 a. Item A0806.4, d: Cllr P Biernis asked for an update.

The Deputy Town Clerk reported that Station Road will be re-surfaced during the next few weeks, and that a programme of white lining has been put in place.
- B0808.2 b. Item A0806.5, e: Cllr P Biernis asked for an update regarding the one-way system St Johns/Sun Street.

The Deputy Town Clerk reported that no work is planned until the end of the 6-month trial period, which will be at the end of November 2016.
- B0808.3 c. Item 0806.7, g: Cllr M Foster asked if there had been a response to the concern regarding an exceptionally large sign.

The Deputy Town Clerk reported that the Town Clerk has reported this concern to the Highways representative at CBC, and has been told it is currently under investigation.
- B0808.4 d. Item A0810.1, a: Local Council Award Scheme – Foundation Award:

Work on this continues to roll forward and this item will be on a future agenda.

B23/0809 9. PLANNING APPLICATIONS

- B0809.1 a. **CB/16/03304/VOC – 24 Drove Road, Biggleswade**

Variation of condition App CB/15/01904/Full dated 14/07/2015: Loft conversion with rear dormer and raised ground floor rear roof. Amendment to Condition 2 plain concrete tiles to Marley Eternit Cedral Lap Weatherboard (dark grey).

The original application was considered by Town Council on 9 June 2015:

CB/15/01904/FULL – 24 Drove Road, Biggleswade

Loft conversion with rear dormer and raising ground floor rear roof.

Cllr B Briars raised the point that a difference exists in the materials, the brick used in that property are not Arlesey whites they are Cambridge hand cut whites. It was RESOLVED that the Town Council raise NO OBJECTION to this application subject to a change in materials

This application was granted by CBC on 24/06/2015.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application.
- B0809.2 b. **CB/16/03263/FULL – 99 Shortmead Street, Biggleswade**

Conversion of redundant industrial building and external shelter to offices and secure storage of vehicles and non mechanical plant.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application.

B0809.3

c. CB/16/03258/RM – Land South of, Potton Road, Biggleswade

Reserved matters following outline application MB/05/01425/OUT for landscaping, layout & scale for parcels 14 & 17 (Blocks 57, 58, 60) consisting of 67 dwellings, open space and the main spine road through the site.

The original application was considered by Town Council on 27 September 2005:

05/01425/OUT and 05/01427/OUT (duplicate application)

Land between Proposed Eastern Relief Road and Potton House (site 3) Potton Road.

Outline: Comprehensive development incorporating housing areas, spine road, public open space and structural landscaping (all matters reserved except access).

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

This application was granted by MBDC.

It was **RESOLVED** that Town Council raise **NO OBJECTION** to this Planning Application. However, the Town Council wishes to make clear that this consideration does not include play equipment that is referred to on drawing reference LAND 15/002-21.

B0809.4

d. CB/16/03478/FULL – 16 Wilsheres Road, Biggleswade

Proposed bedroom extension.

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

B0809.5

e. CB/16/03466/FULL – 2 Claremont Cottages, Rose Lane, Biggleswade

Roof Conversion.

It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, but would like to add their concerns of overlooking neighbours, particularly from the proposed balcony. Neighbours are to be consulted and any comments they may make are to be 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.

- B0809.6 f. **CB/16/03048/FULL – Warehouse, Bonds Lane, Biggleswade**
- Erection of 6 x 3 bedroom houses & 3 x 2 bedroom flats associated parking, cycle stores, bins and landscaping.
- It was **RESOLVED** that the Town Council **OBJECT** to this Planning Application on the grounds of 1): Highway safety due to concerns regarding access and egress onto Bonds Lane and Palace Street, and 2): Parking, due to the development including accommodation for 24 residents and parking spaces for only 9 cars in a busy town centre location where parking is already an issue. It is understood that the provision for parking is below the CBC planning guidance regarding residential parking.
- It was further **RESOLVED** that this application be **called in** to Development Management Committee, and this request has been made to Cllr T Woodward.
- B0809.7 g. **CB/16/03539/ADV – Asda Store, Church Street, Biggleswade**
- Advertisement: Fascia signs, illuminated signage, flat panel tray/signs, twin post/wall signs.
- It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application.
- B0809.8 h. **CB/16/03357/FULL – 12 Coopers Close, Biggleswade**
- Single storey front and side extension, demolition of existing garage and erection of new garage.
- It was **RESOLVED** that 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.
- B0809.9 i. **CB/16/03501/FULL – 36 Drove Road, Biggleswade**
- Erection of 3 no. dwellings.
- It was **RESOLVED** that the Town Council raise **NO OBJECTION** to this Planning Application, but would like to note concerns over the access to Drove Road.
- B23/0810 10. ACCOUNTS**
- Papers were unavailable and this item will be taken at the Council Meeting to be held on 13 September 2016.
- B23/0811 11. ITEMS FOR CONSIDERATION**
- B0811.1 a. **Mosaic Trail Story in Stone**
- Having previously objected to this proposal on the grounds that Members felt that the money for this project could be better used for regeneration of the Market Square, it was not agreed to send a representative to the evaluation process.

It was requested that the Minutes note that the project had not been approved by the Town Council.

Although Cllr I Bond agreed with this view, he felt that the Council would be able to influence the process by taking part in the evaluation.

B0811.2 **b. Litter Bins – Biggleswade Market Square**

Although it was agreed that the litter bins are in a poor state of repair and do need replacement, Members did not agree to part fund on the grounds that the Market Square is the responsibility of CBC.

Members requested that the Minutes reflect the reasons for not wanting to fund the bins, due to money being spent on a mosaic scheme when other areas were a higher priority, including maintenance of Hitchin Street and Market.

B0811.3 **c. Work to trees in a Conservation Area: George Court, Station Road, Biggleswade.**

CBC has received an application to carry out work at the above property. Felling and shortening of Hornbeam and Rowan trees overhanging parking bays and dropping leaves, sap, twigs, etc.

This information was **NOTED.**

B0811.4 **d. Christmas Fair**

Members were asked to consider holding a Christmas Fair in the Market Square on Friday 25 November 2016, on a similar basis to the 2015 Christmas Fair. Schools and Community groups will be invited to perform throughout the afternoon and evening, leading the Christmas Lights being switched on.

Cllr Mrs M Russell proposed that the Town Council will hold a Christmas Fair, with Lights Switch On, annually on the Friday approximately four weeks before Christmas, and will appoint a Working Group each year to discuss details, and to make any necessary recommendations to Council.

It was agreed that this should be a standing item on the agenda each year and that Cllr Mrs M Russell will co-ordinate the Working Group.

B0811.5 **e. Biggleswade Common – Transfer of Rights**

A formal Notice of Application for the Transfer of Rights of Common at Biggleswade Common has been received.

This information was **NOTED.**

B23/0812 12. ITEMS FOR INFORMATION

B0812.1 **a. Planning Application Outcomes**

The Planning Application outcomes were **NOTED.**

B0812.2 **b. Temporary Closure of Part of Bridleway No 52**

This information was **NOTED.**

B0812.3 c. **Temporary Closure of part of Footpath No 39 and Part of Bridleway No 58.**

This information was **NOTED.**

B0812.4 d. **Central Bedfordshire Council (Biggleswade: Part of Footpath No 39) Public Path Diversion Order 2016 Central Bedfordshire Council footpath No's 62 and 64) Public Path Extinguishment Order 2016 Central Bedfordshire Council (Biggleswade: Bridleway No 69) Public Path Creation Order 2016.**

This information was **NOTED.**

B0812.5 e. **Changes to Central Bedfordshire Council's Legal Service Arrangement.**

This information was **NOTED.**

B0812.6 f. **Update – Business Relief**

Updated information was **NOTED.** This item is on the Agenda at the next Biggleswade Joint Committee in October. Members will receive a report at the next Biggleswade Town Council following this meeting.

B0812.7 g. **Update – On Street Parking Measures**

Updated information was **NOTED.**

It is understood that the planning work has been completed, and we now await the ground work to be undertaken.

B0812.8 h. **Local Plan – Consultation on the Technical Site Assessment Criteria**

The response from CBC regarding the assessment calculation and criteria scoring was **NOTED.**

B23/0813 13. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed (one) three-minute slot.

B2313.1 Mr Bacon: Expressed strong objections regarding the proposed Bonds Lane development. Palace Street cannot take traffic and should not under any circumstances be considered or used for this purpose.

The Chairman reiterated that Council have objected to this Application, and confirmed that it will be requested to be called in.

B23/0814 14. 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 is discussed.

(Minutes – Council 09 August 2016 – Update on 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.

Meeting closed at 9.20pm