



**MINUTES OF THE BIGGLESWADE TOWN COUNCIL MEETING
HELD ON TUESDAY 11 FEBRUARY 2020
AT 7PM AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL,
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE**

PRESENT:

- Cllr D Albone
- Cllr I Bond
- Cllr K Brown
- 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 –Acting Clerk, Biggleswade Town Council
Mrs J Durn – Meeting Administrator, Biggleswade Town Council

Members of Public – 3, including the Town Centre Operations Manager

B28/0101 1. APOLOGIES FOR ABSENCE

Cllr R Pullinger

ABSENT WITHOUT APOLOGIES

None

B28/0102 2. DECLARATIONS OF INTEREST

B28/0102.1 a. Disclosable Pecuniary Interests in any agenda item: None

B28/0102.2 b. Non-pecuniary interests in any agenda item:
Cllr G Fage – item 11c.

B28/0103 3. TOWN MAYOR’S ANNOUNCEMENTS

- a. The Mayor was invited to a parade and church service to celebrate the 79th anniversary of the formation of the Air Training Corps. This was to be held in Sandy with cadets from various squadrons in the area, including Biggleswade. Unfortunately, this had to be cancelled due to the extreme weather conditions.

- b. The Mayor read out a letter received from a young (age 9½) school pupil, Logan Powner, in support of a request for a crossing at Dells Lane, which is a particular danger point for children crossing from the school. Logan and his mother attended the meeting to hear this addressed. The letter stated two incidents of accidents causing injury to children whilst crossing the road at Dells Lane.

The Mayor asked Logan if he and his schoolfriends would like to put forward their suggestions of where the best place for a crossing would be in their view.

This item will be placed on the next Council Agenda.

B28/0104 4. PUBLIC OPEN SESSION

No questions from the public

B28/0105 5. INVITED SPEAKER

No Speaker at this meeting

B28/0106 6. MEMBERS QUESTIONS

B28/0106.1 a. Cllr Woodhead: I understand there is a fund available for a scheme called “Better Buses”, which is being promoted by CBC on social media. Is it possible to obtain more information on this scheme with a view to helping Biggleswade commuters?

B28/0106.2 b. July this year celebrates the 20th Anniversary of Biggleswade Twinning with Erlensee, Germany, and Members questioned whether any plans have been put in place.

The Mayor informed Members that it is usual to hold a reception at the Town Hall on the evening of their arrival. A schedule of events for this celebration is currently in hand.

B28/0107 7. MINUTES AND RECOMMENDATIONS OF MEETINGS

B28/0107.1 a. Members received and approved the Minutes of the Council Meeting held on Tuesday 28 January 2020 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

B28/0107.2 b. Members received the Recommendations of the Town Centre Management Committee Meeting held on Tuesday 4 February 2020, at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade. The Recommendation from this item will be discussed under item 11c of the Agenda.

B28/0107.3 c. Members received the Minutes of the Personnel Committee Meeting held on 16 January 2020.

B28/0108 8. MATTERS ARISING

B28/0108.1 a. From the Minutes of the Town Council Meeting held on 28 January 2020.

Item 6a: Racist incidents in Biggleswade’s public houses. The Town Centre Operations Manager is addressing this with the “Pubwatch” organisation.

B28/0109 9. PLANNING APPLICATIONS

- B28/0109.1 a. **CB/20/00242/FULL – 144 London Road, Biggleswade SG18 8EH**
Proposed side and rear extension to existing building.

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

- B28/0109.2 b. **CB/20/00238/FULL – 89 The Rowlands, Biggleswade SG18 8NX**
Single storey side extension and raising a reforming of roof.

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

B28/0110 10. ACCOUNTS

Financial Administration

Cllr Ramsay asked that Members note the revised format for presenting the Accounts as follows:

- i. Annual Budget Report by Committee.
- ii. Detailed Balance Sheet – Excluding Stock Movement 31/12/2019
- iii. Summary of Income & Expenditure by budget heading 31/12/2019
- iv. Summary of Income & Expenditure by Projected Budget Heading 31/12/2019
- v. Income & Expenditure based on actual budget heading 31 December 2019
- vi. Income & Expenditure based on projected budget heading 31 December 2019
- vii. Lloyds Current Account – List of payments made between 01/12/2019 and 31/12/2019
- viii. NatWest Current Account – List of payments made between 01/12/2019 and 31/12/2019.

Members were requested to note that in future Reports will be posted to Sharepoint. If Councillors need paper copies these will be made available on request.

B28/0111 11. ITEMS FOR CONSIDERATION

- B28/0111.1 a. **Commons Registration Act 1865 – Notice of Application**

The transfer of Common Rights was **NOTED**.

- B28/0111.2 b. **Personnel Committee Membership**

Members were asked to consider increasing the membership of the Personnel Committee. The Meeting was adjourned while ballot papers were distributed, and a vote taken.

It was **RESOLVED** that Cllrs M Knight, D Strachan, J Woodhead and M Foster will join the Personnel Committee with immediate effect.

B28/0111.3 c. **Car Parking Review Schedule of Change**

Final changes have been put forward as follows:

1. Free Saturday parking with unrestricted stays will continue with immediate effect, pending new Parking Orders to make this permanent.
2. The free period during the week will increase from 1 hour to 2 hours in Rose Lane, Mill Lane St Andrews and Dan Albone car parks.
3. Maximum stay during the week for Mill Lane and St Andrews car parks will be increased to 4 hours.
4. Dan Albone car park will have a new all-day parking option.

These changes will require consultation with residents and others, and the formal revision of the Parking Orders, for which a timeline will be communicated in due course.

B28/0112 12. ITEMS FOR INFORMATION

B28/0112.1 a. **CB/TCA/20/00032 – 5 Chapel Fields – Biggleswade SG18 0ND**

Works to trees at the above address was **NOTED**.

B28/0112.2 b. **Temporary Closure – (Biggleswade Footpath No 24)**

This information was **NOTED**.

B28/0112.3 c. **A1 Works – Lower Caldecote – Sandy**

The information about works to replace speed cameras was **NOTED**.

B28/0112.4 d. **Strengthening Police Powers to Tackle Unauthorised Encampments – To receive the responses from the Neighbourhood Planning Group to the questions set out in the NALC document**

Members received the Neighbourhood Planning Group responses to the questions set out in the NALC document.

It was **RESOLVED** to send these responses to NALC as the Council's formal response.

B28/0113 13. PUBLIC OPEN SESSION

B28/0113.1 a. Sheila Grayston asked various questions with reference to HR issues. The Mayor refused to respond to the questions and informed Mrs. Grayston that Council would not discuss staff issues in a public meeting.

B28/0114.2 b. Mr Bacon: Reported that there are streetlights that are not working in Palace Street and High Street. CBC are responsible for street lighting, however BTC will ensure that this is reported to the responsible department.

B28/0114 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.

**(Minutes and Matters Arising from Council Meeting 28/01/2020
(Staff Matters)
Minutes and Matters Arising from the Personnel Meeting 16/1/20
(Proposal for Additional Bank Signatory)
(The Adoption of Roads from Developers)**

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.