



Ref: Agenda/Council-12/01/2021

11<sup>th</sup> January 2021

Dear Sir/Madam

All Members of the Town Council are hereby summoned to the **Council Meeting of Biggleswade Town Council** that will take place on **Tuesday 12<sup>th</sup> January 2021 via Virtual access, Biggleswade** commencing at **7.00 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

Peter Tarrant  
Town Clerk & Chief Executive

Distribution: All Town Councillors Bedfordshire Constabulary  
Notice Boards County Library, Biggleswade  
Central Bedfordshire Council  
The Editor, Biggleswade Today

## SUPPLEMENTARY AGENDA

### 9. PLANNING APPLICATIONS

You can view details of applications and related documentation such as application forms, site plans, drawings, decision notices and other supporting documents for planning applications. Click on the hyperlink on the heading of each planning application listed below.

n. **CB/20/04408/ADV - 29 Market Square, Biggleswade, SG18 8AQ**

Listed Building: Advertisement: Hand painted 'Seasons Kitchen' logo on existing fascia sign above front door. Two hand painted fascia signs above windows, displaying the words 'Fruit & Vegetables, Groceries, Cheese, Charcuterie'. Two replacement canvas's for existing canopies with 'Seasons Kitchen' Logo.

#### **Previously on Council Agenda**

CB/20/04413/LB - 29 Market Square, Biggleswade, SG18 8AQ -Listed Building on Council Agenda 08/12/2020 Installation of a staircase from the ground floor into the basement to enable the use of the basement as additional shop floor, removal of the kitchenette on the first floor & installation of a kitchen on the second floor. Outcome as **No Objection**.

CB/20/04412/LB - 29 Market Square, Biggleswade, SG18 8AQ -Listed Building on Council Agenda 08/12/2020 Hand painted 'Seasons Kitchen' logo on existing fascia above front door. Hand painted fascia's above windows x 2 displaying the words 'Fruit & Vegetables, Groceries, Cheese, Charcuterie'; and replacement canvas for existing canopies with 'Seasons Kitchen' logo x 2. Outcome as **No Objection**.

CB/20/02044/LB - 29 Market Square, Biggleswade, SG18 8AQ on Council Agenda 08/09/2020 Listed Building: external paintwork to the ground floor retail space from turquoise blue to black surrounds. Outcome as **No Objection**.

o. **CB/21/00058/FULL - 60 Laburnham Road, Biggleswade, SG18 0NY**

Replacement and enlarged single storey side/ rear extension.

**Previously on Council Agenda**

CB/05/01258/FULL- 60 Laburnham Road, Biggleswade on Council Agenda 11/10/2005 Single storey rear extension. Outcome as **No Objection**.

**11. ITEMS FOR CONSIDERATION**

h. **CB/TCA/21/00014 Millers Court, Biggleswade, SG18 0AL**

Work to Trees in a Conservation Area: remove lower canopy to Prunus Tree (1) and Weeping Birch Tree.

## Development Management

### Central Bedfordshire Council

Priory House, Monks Walk  
Chicksands, Shefford  
Bedfordshire SG17 5TQ  
[www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk)



Mr P Tarrant  
Clerk to Biggleswade Town Council  
The Old Court House  
4 Saffron Road  
Biggleswade  
Beds  
SG18 8DL

**Contact** Pat Longland  
**Direct Dial** 0300 300 4431  
**Email** [planning@centralbedfordshire.gov.uk](mailto:planning@centralbedfordshire.gov.uk)  
**Your Ref**  
**Date** 11 January 2021

Dear Mr Tarrant,

**Application No:** CB/TCA/21/00014  
**Proposal:** Work to Trees in a Conservation Area: remove lower canopy to Prunus Tree (1) and Weeping Birch Tree.  
**Location:** Millers Court, Biggleswade, SG18 0AL

I have received an application to carry out work to tree(s) at the above property which is within the **Biggleswade Conservation Area**. You can view the application details and documents on our website by visiting:

<http://www.centralbedfordshire.gov.uk/tree-works-register>.

If you wish to comment on the application, please do so in writing by **01 February 2021** quoting the above application number.

All letters received are open to public view and therefore cannot be treated in confidence. Normally, your letter will not be acknowledged.

### How coronavirus is affecting planning

We were already well prepared for agile working, operating a paper light planning application process. Most of our staff are now working from home, but can be contacted as normal via email or phone during working hours. A number of staff are working flexibly around childcare - please leave a message and they will get back to you as quickly as they can. We will of course be keeping staffing levels and workloads under constant review in light of any cases of self-isolation and childcare needs.

A small number of our planning admin team are in the office to register post, scan documents and print. However, as most applications can be registered remotely, please help us by making electronic submissions. Hard copy applications and postal comments are still being received, but there could be a delay in getting these logged as they have to be scanned in at the office. Please also be advised that we are unable to offer case history copies or other printing requests at this time.

We are continuing to consult on planning applications and consider any comments made. We will not be sending hard copy plans to parish and town councils in addition to electronic consultations. If you are unable to view plans then please contact the case officer to discuss.

Site visits by officers will only be carried out once the applicant / agent has first been contacted to discuss the suitability of a visit and whether arrangements can be made to accord with up to date advice on social distancing. Case officers will then make a judgement as to whether a site visit can be made in a safe way – if this is not possible we will discuss the potential for alternative ways of assessing the site or in appropriate cases request your agreement that consideration of the application be paused.

In accordance with the latest advice on social distancing, we are unable to have face to face meetings, so we are asking customers not to come into our offices. Your case officer will contact you to discuss alternative arrangements which could be via phone call or video conferencing.

Read about our Development Management Committee for updates and information about meetings:

[https://www.centralbedfordshire.gov.uk/info/31/meetings/219/development\\_management\\_committee\\_-\\_meetings\\_and\\_agendas](https://www.centralbedfordshire.gov.uk/info/31/meetings/219/development_management_committee_-_meetings_and_agendas).

All of these arrangements will be kept under review and we would like to thank you for your co-operation during these challenging times.

Yours sincerely,

Pat Longland  
**Trees & Landscape Officer**