



Notice of Meeting

Biggleswade Joint Committee

Thursday 15th November 2018 at 10.30am

Room 15, Priory House, Monks Walk, Chicksands

To: Elected members of the Biggleswade Joint Committee:

Cllr D Lawrence, Cllr Mrs J Lawrence, Cllr S Watkins, Cllr T Woodward.
Cllr D Albone, Cllr B Briars, Cllr Mrs H Ramsay, Cllr Mrs M Russell.

Named Substitutes:

Cllr I Bond, Cllr M Foster, Cllr T Stock, Cllr R Wenham

Co Opted Members:

Mr G Jones, Biggleswade Chamber of Trade

Members of the press and public are welcome to attend this Meeting

***NB. The running order of this agenda can be changed at the Chairman's discretion.
Items may not therefore be considered in the order listed.***

BJC meetings are run in accordance with Biggleswade Town Council standing orders. Non-members and substitutes that are not required, are asked to use the public benches.



BIGGLESWADE JOINT COMMITTEE

Thursday 15th November 2018 at 10:30 in Room 15
Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

AGENDA

1 APOLOGIES

To receive apologies for absence.

2. MEMBERS INTERESTS

To receive from members any declarations and the nature in relation to:

- (a) Disclosable Pecuniary Interests in any agenda item
- (b) Non-pecuniary interests in any agenda item

3. MINUTES OF MEETINGS

For members to receive the Minutes of the BJC meeting held on 6th September 2018.

4 MATTERS ARISING

Matters Arising from the Minutes of BJC meeting held 6th September 2018.

5 PUBLIC OPEN SESSION

To adjourn for a period of 15 minutes to allow members of the public to put questions or to address the Committee, through the Chairman, pertaining to items 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.

6. CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS

To receive any matters of communication from the Chairman.

7. GROWTH & REGENERATION FUNDING

For Members to receive an update.

Kate McFarlane, CBC

8. HEALTH AND CARE HUB

For Members to receive an update on plans for a Health and Care Hub.

Patricia Coker

9. REVIEW OF CBC ON STREET RESIDENTIAL PARKING SCHEME

For Members to receive an update.

Jeanette Kite, CBC

10. **YELLOW LINES – VARIOUS SITES IN BIGGLESWADE**

For Members to receive an update.

Paul Salmon, CBC

11. **COMMUTER PARKING IN BIGGLESWADE**

For Members to consider commuter parking issues in Biggleswade.

12. **TOWN CENTRE DECLUTTERING**

For Members to receive an update on progress of decluttering and review of barriers.

Paul Salmon, CBC

13. **PEDESTRIAN CROSSING LONDON ROAD**

For Members to receive an update.

Paul Salmon, CBC

14. **HIGHWAYS MAINTENANCE - HITCHIN STREET AND SHORTMEAD STREET**

For Members to receive an update on progress with repairs and an update on the Shortmead Street crossing.

Paul Salmon, CBC

15. **TRANSFER OF STREET LIGHTS**

For Members to receive an update on the transfer of ownership of street lights from Town Council to CBC and progress with planned repairs.

Paul Salmon, CBC

16. **BIGGLESWADE JOINT COMMITTEE TERMS OF REFERENCE**

For Members to receive an update.

Sarah Hughes, CBC

17. **PUBLIC OPEN SESSION**

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

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.

18. **Exclusion of Press and Public**

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.

(There are no exempt items)

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Committee **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.

Dates of next meetings:

Wednesday 23 January 2019, 10:30 am. CBC Chamber.

Wednesday 10 April 2019, 10:30 am. CBC Chamber.



BIGGLESWADE JOINT COMMITTEE MEETING
MINUTES OF MEETING HELD ON WEDNESDAY 6 SEPTEMBER,
AT 10:00am – IN ROOM PH15, CBC,
PRIORY HOUSE, MONKS WALK, CHICKSANDS, SG17 5TQ

PRESENT:

Cllr Mrs J Lawrence	CBC (Chair)
Cllr D Lawrence	CBC
Cllr T Stock	CBC (sub)
Cllr S Watkins	CBC
Cllr Mrs M Russell	BTC
Cllr Mrs H Ramsay	BTC
Cllr B Briars	BTC
Cllr I Bond	BTC (sub)

Also Present:

Cllr M Foster	BTC
Cllr F Foster	BTC
Cllr M North	BTC
Ms S Hughes	CBC
Ms K McFarland	CBC
Mr P Salmon	CBC
Mr R McGregor	Town Clerk BTC
Mr M Thorn	Deputy Town Clerk BTC
Mrs J Durn	Administrator BTC

A06/09/01 1. APOLOGIES

Apologies were received from:

Cllr T Woodward	CBC
Cllr D Albone	BTC
Mr G Jones	Biggleswade Chamber of Trade
Mr M Coiffait	CBC Director of Community Services

A06/09/02 2. MEMBERS INTERESTS

To receive from members any declarations and the nature in relation to:

- (a) Disclosable Pecuniary Interests in any agenda item – None declared.
- (b) Non-pecuniary interests in any agenda item – None declared.

A06/09/03 3. MINUTES OF MEETINGS

Members received and approved the Minutes of the BJC held on 3 May 2018.

A06/09/04 4. MATTERS ARISING

Matters arising from the Minutes of the BJC Meeting held on

08 February 2018: BTC Councillors pointed out that the promised double lines at Fairfield Road, Shortmead Street and Sun Street are all still outstanding.

Also, the Back Street one-way system, parking at the Lawns/Cherry Trees site and absence of notice of parking orders for no parking have still not been addressed.

Ms Hughes will refer these items to Marcel Coiffait for an update.

A06/09/05 5. PUBLIC OPEN SESSION

There were no questions from Members of the Public.

A06/09/06 6. CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS

There were no announcements.

A06/09/07 7. TOWN CENTRE DECLUTTERING

A06/09/07.1 Mr Paul Salmon gave an update:

A full review of all Town decluttering has been completed. CBC are awaiting a full target price from Ringway Jacob.

Regarding guard rails. It has been recommended by Ringway Jacob that one panel be removed; however, CBC disagree and think it should be much more. Therefore, CBC have asked for a second opinion from an independent source and are currently awaiting the result of this report.

Members are concerned at the exceptional amount of time taken to produce costs. Mr Salmon said that CBC are aware of this and as a result, Construction company Ringway Jacob have taken on two additional members of staff and CBC now have a new Quantity Surveyor. He is pleased to report that work is now making good progress.

A06/09/08 8. THE BAULK and BACK STREET- ONE-WAY SYSTEMS

Mr Paul Salmon gave an update:

A06/09/08.1 All outstanding issues have been resolved. Designs are complete, and Construction Orders have been raised. CBC are waiting to be informed of the date to construct.

Cllr Bond attended the CBC Traffic Management Committee and asked for assurance regarding the parking spaces in Back Street. Mr Salmon confirmed that the 15 parking spaces will remain, and that the removal of the double yellow lines will also help the situation.

A06/09/09 9. PEDESTRIAN CROSSING LONDON ROAD

Mr Paul Salmon gave an update:

Following a review by CBC it was decided not to install a raised table, due to costs of drainage, and lighting issues.

However, there is a lot of work coming forward for East Biggleswade, and this whole area will be reviewed at a future date. It will also be followed up by the Audit Team.

Mr Salmon will bring any comments/information back to this Committee.

A06/09/10 10. REVIEW OF THE CBC ON STREET PARKING SCHEME

Ms Sarah Hughes – on behalf of Marcel Coiffait:

An email response from Marcel Coiffait confirms the need for a new car park. Outside Consultants have been engaged to do a review, and a further survey may be required. The issue is the availability of suitable land. Ringway Jacob have also been commissioned to look at a full surface review. The restructuring of Rose Lane Car Park has had a big impact on parking, and Cllr Dalgarno has requested a full-scale evaluation.

Members raised the following concerns:

- BTC Councillors are concerned that the Birds Estate (Residential area) is now under pressure by people looking for free parking. As a result, people are also parking inconsiderately and dangerously, and there have been instances when emergency vehicles have been unable to access the area.
- Members requested that this item be placed on the next CBC Traffic Management Meeting for discussion and feedback to BTC.
- BTC constantly review the parking situation and ask that CBC and BTC work together to monitor where cars are actually going.
- People have found an area behind Lawnside and are ignoring the no parking signs in order to find free parking. Lawrence Road is also suffering from this problem.
- Once the new parking system has had time to bed-in, there needs to be a thorough review.

A06/09/11 11. ORCHARD CENTRE – CAR PARKING

Ms Hughes is not in receipt of an update for this item.

The Town Clerk said that BTC have asked to adopt the central reservation. It was suggested that a meeting be organised with the Town Clerk, the developer (Alan Isaacs) and Paul Salmon, in order to get this matter resolved.

Action: Rob and Paul to organise

A06/09/12 12. CENTURY HOUSE

We understand that the situation with rats and bins is now under control and being regularly monitored.

A06/09/13 13. GROWTH AND REGENERATION

Update by Ms Kate McFarlane:

Ms McFarlane explained the background to the infrastructure funding available to Biggleswade, and the bidding process involved in obtaining HIF money.

A team of experts and consultants are working on this project. A Workshop will take place on 19 September, at Biggleswade Town Council, to which Councillors, CBC Officers and all interested parties will be invited to attend. This will be a round-the-table discussion to put forward any ideas on Highways, Railways, Road Crossings, etc.

A06/09/14 14. REVERSAL OF HITCHIN STREET

Update by Mr Paul Salmon.

Damaged slabs need replacing. Target costs have shown affordability, and the work of patching and replacing slabs will be done. CBC are awaiting a date for the work to be undertaken by structural maintenance engineers. Mr Salmon will keep us informed of progress.

The Chairman requested a map showing the bus route and how the traffic flow will work. We would also like a report on the safety of shared space in Hitchin Street.

A06/09/15 15. BIGGLESWADE S106 HIGHWAYS SCHEMES

Mr Paul Salmon

Mr Salmon presented Members with copies of what he described as high-level ideas at this point. This is the opportunity to feed in any ideas and comments.

The Town Clerk will place this information on the notice boards in the Council Office Chamber for Members to look at, and Mr Salmon will email the links. This can then be used for the Workshop on 19 September, and will also then feed into the work that Ms McFarlane is doing on HIF.

The Design Guide is also currently being redrafted by external consultants.

A06/09/16 16. YELLOW LINING – VARIOUS SITES

Mr Paul Salmon:

Apologies that due to outside circumstances, this has taken such a long time. However; the patching and resurfacing will need to take place before the re-lining, and the Structural Maintenance Team is currently looking at delivering this work in the next month.

A06/09/17 17. PUBLIC OPEN SESSION

No questions from Members of Public

A0609/18 18. COMMUNITY GOVERNANCE REVIEW

Cllr Steve Watkins:

No changes were made. The request for boundary change at Sainsbury's was opposed and therefore did not go through.

A06/09/19 19. EXEMPT ITEMS

The following resolution was **moved** that is advisable in the public interest that the public and press are **excluded** whilst the following exempt item issue is discussed.

(Report 106 monies)

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Committee **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.

DRAFT