



## **Notice of Meeting**

### **Biggleswade Joint Committee**

**Wednesday 27th February 2019 at 2.30pm**

**Council Chamber, The Old Court House, 4 Saffron Road, Biggleswade**

**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**

**Wednesday 27th February 2019 at 2:30pm in Council Chamber.**  
**The Old Court House, 4 Saffron Road, Biggleswade, Bedfordshire, SG18 8DL**

### **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 15<sup>th</sup> November 2018.

**4 MATTERS ARISING**

Matters Arising from the Minutes of BJC meeting held 15<sup>th</sup> November 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.

*Ingrid Hooley, CBC*

**8. REVIEW OF CBC ON STREET RESIDENTIAL PARKING SCHEMES**

To look at the current on street residential parking schemes and consider if the scheme should be extended.

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

For Members to receive an update.

*Paul Salmon, CBC*

**10. TOWN CENTRE DECLUTTERING**

For Members to receive a progress report.

*Paul Salmon, CBC*

**11. PEDESTRIAN CROSSING LONDON ROAD**

For Members to receive an update.

*Paul Salmon, CBC*

**12. 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*

**13. 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 and replacement.

*Paul Salmon, CBC*

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

For Members to receive an update.

*Cllr Tracey Stock, CBC*

**15. BIGGLESWADE SKATE PARK - CONSULTATION**

For Members to receive an update.

Howard Hughes, CBC

**16. BIGGLESWADE JOINT COMMITTEE – WORK PLAN**

To discuss a Work plan for the BJC.

Sarah Hughes, CBC

**17. BJC MEETING DATES 2019/20**

To Consider future meeting dates.

22<sup>nd</sup> May 2019 - 2.30pm - Chicksands

11<sup>th</sup> July 2019 - 2.30pm (MC) - Chicksands

19<sup>th</sup> September 2019 - 2.30pm - Biggleswade

23<sup>rd</sup> January 2020 - 2.30pm (MC) - Chicksands

19<sup>th</sup> March 2020 – 2.30pm – Biggleswade

There will be a transition of meetings over a 13-month period, with a view to all meetings being held at Biggleswade from 2020/21.

**18. 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.

**19. 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.



**BIGGLESWADE JOINT COMMITTEE MEETING**  
**MINUTES OF MEETING HELD ON THURSDAY 15 NOVEMBER 2016,**  
**AT 10:00am – IN ROOM 15, CBC,**  
**PRIORY HOUSE, MONKS WALK, CHICKSANDS, SG17 5TQ**

**PRESENT:**

Cllr Mrs J Lawrence	CBC (Chair)
Cllr D Lawrence	CBC
Ms S Hughes	CBC
Cllr Mrs M Russell	BTC
Cllr Mrs H Ramsay	BTC
Cllr B Briars	BTC
Cllr M Foster	BTC
Cllr I Bond	BTC
Cllr S Watkins	BTC/CBC
Ms K McFarland	CBC
Ms C Farenden	CBC
Mr C Proto	CBC
Ms A Jeppe	CBC
Ms P Coker	CBC – for item 8
Mr R McGregor	Town Clerk BTC
Mrs J Durn	Meeting Administrator BTC
Also Present:	
Cllr F Foster	Member of Public
Cllr M North	
Mr A Russell	

PLEASE NOTE THAT MEETING NOT QUORATE – NOTES TAKEN INFORMALLY

**A15/11/01      1.      APOLOGIES**

Apologies were received from Cllr T Woodward, Cllr S Watkins, Mr G Jones (BCT)

**A15/11/02      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.

- A15/11/03**      3.      **MINUTES OF MEETINGS**
- Members received and approved the Minutes of the BJC held on 6 September 2018.
- A15/11/05**      5.      **MATTERS ARISING**
- Matters arising from the Minutes of the BJC Meeting held on 06 September 2018:
- Item 11: Orchard Centre Car Parking:  
There is no further update as yet. This matter is still ongoing.
- Item 4: The Baulk/Back Street.  
Refer Tim Oxley update letter
- A15/11/06**      6.      **CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS:**
- There were no announcements.
- Change in Agenda – took item 8 next**
- A15/11/08**      8.      **HEALTH CARE HUB: Update by Ms Patricia Coker**
- The Meeting received an update on the Health and Health Care Hub plans.  
Discussions with the NHS to secure the Biggleswade Hospital site for the HUB are ongoing. Alternative options are also being explored.
- Members were concerned that the timeline is now Winter 2021 due to difficulties in securing this asset.
- Ms Coker will continue to keep us updated.
- Change in Agenda – took item 7 next**
- A15/11/07**      7.      **GROWTH & REGENERATION FUNDING:**  
**Kate McFarland Update on HIF:**
- Now in the co-development phase working closely with Homes England to pull information together to submit a business case to Homes England in March 2019.
- CBC are looking at Utilities, rail, road, i.e. junction improvements, and education, and are moving forward with these four items.
- Kate will continue to keep us updated.

A15/11/  
09 & 11

9 & 11

**REVIEW OF CBC ON-STREET RESIDENTIAL PARKING SCHEME  
& COMMUTER PARKING IN BIGGLESWADE:**

Mr C Proto and Ms C Farenden gave an update:

Improvements have now been made to the issues of parking enforcement in Biggleswade. Recruitment is underway urgently to replace 3 enforcement officers who have resigned,

The Parking Management Team will provide a three-monthly activity report to Mr McGregor.

People parking on double yellow lines in the evenings is causing a problem. Mr McGregor will pass on a list of problem areas and the Parking Enforcement Team may be able to look at these with the help of volunteers.

Mr Proto is happy to assist in the Task Group for Commuter Parking in Biggleswade.

BTC will be undertaking a review of the parking after 6 months. (January 2019)

BTC will need to address commuters parking dangerously. Need to work with Highways to get TRO's in place to enable enforcement. The Town Council is willing to look at co-funding for this.

15/11/10

10.

**YELLOW LINES – VARIOUS SITES IN BIGGLESWADE:**

CBC confirmed that this work will be carried out next month.

15/11/12

12.

**TOWN CENTRE DECLUTTERING:**

This work is still ongoing.

15/11/13

13.

**PEDESTRIAN CROSSING LONDON ROAD:**

This work is still ongoing.

15/11/14

14.

**HIGHWAYS MAINTENANCE – HITCHIN STREET &  
SHORTMEAD STREET:**

This work is scheduled for December.

Zebra crossing at Shortmead Street has no warning that the road has narrowed and is very dangerous. Signs needed please.

CBC to please inform the Residents beforehand about work taking place.

15/11/15

15. **TRANSFER OF STREET LIGHTS:**

Ownership now transferred to CBC. Please confirm this to BTC.  
The electricity and maintenance also need to be transferred.

15/11/16

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

These will be taken to Committee before being considered on the  
Council Agenda.

DRAFT