



BIGGLESWADE JOINT COMMITTEE

AGENDA

Thursday 3 May 2018 at 10.00am in Room PH15

Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ

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 held on 8 February 2018.

5. MATTERS ARISING

From the Minutes of the BJC Meeting held on 8 February 2018.

- Decluttering – allocation of S106 funds to the project.

Paul Salmon to attend or provide report.

- London Road & Chambers Way Junction, Marcel to re – look at the junction.

Marcel Coiffait to provide an update.

- Baulk one way. When will the scheme be made permanent with the appropriate signage.

Paul Salmon to attend or provide report.

6. 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 Committee, 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.

7. CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS

To receive any matters of communication from the Chairman.

8. PEDESTRIAN CROSSING AND PROPOSED CYCLE-WAY BACK STREET

For Members to receive an update.

Paul Salmon to attend or provide a report.

9. PARKING ON GRASS VERGES MEAD END

For Members to receive an update on when phase three enforcement is going to take place, this is a hot topic for residents of Mead End.

Mike Thorn to provide an update.

10. REVIEW - CBC ON STREET PARKING PERMIT SCHEME

To receive an update. At the last BJC meeting, committee were advised that a study would be taking place and the committee would be brought up to date.

Marcel Coiffait to provide an update.

11. ORCHARD CENTRE – VARIOUS ISSUES

At the last BJC meeting it was agreed that the Town Clerk would speak with the developers and report back with regards to adoption of the parking areas, that Marcel Coiffait would look at what is possible to resolve the issues moving forward.

The Town Clerk has spoken with the developers and received the following response; “Apologies I thought I had responded to you regarding the parking, currently it is not an option, CBC were not keen on the idea.”

Marcel Coiffait and Rob McGregor to provide an update.

12. CENTURY HOUSE – VARIOUS ISSUES

To clarify a request for legal fees for a defibrillator licence.

Peter Fraser to provide an update.

To consider a problem with rats and find a solution.

Neil Cartwright to attend or provide report.

13. COMMUNITY GOVERNANCE REVIEW

To receive an explanation of the Community Governance Review.

Cllr Jane Lawrence to provide an update.

14. GROWTH AND REGENERATION IN BIGGLESWADE

To Receive an update.

Kate McFarland to provide update.

15. 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 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.

16. 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.

(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, 8 FEBRUARY 2018
AT 3:30pm – AT COUNCIL CHAMBERS, BIGGLESWADE TOWN
COUNCIL, 4 SAFFRON ROAD, BIGGLESWADE, SG18 8DL

PRESENT:

Cllr Mrs J Lawrence	CBC (Chair)
Cllr D Lawrence	CBC
Cllr S Dixon	CBC (sub)
Cllr T Stock	CBC (sub)
Cllr Mrs M Russell	BTC
Cllr Mrs H Ramsay	BTC
Cllr B Briars	BTC
Cllr D Albone	BTC
Graham Jones	Biggleswade Chamber of Trade

Mr R McGregor	Town Clerk BTC
Mr M Thorn	Deputy Town Clerk BTC

Also, Present:

Mr M Coiffait	CBC Director of Community Services
Cllr F Foster	BTC
Cllr M North	BTC
Cllr I Bond	BTC
Cllr M Foster	BTC
Nick Shaw	CBC
Sarah Hughes	CBC Community Engagement Manager
Member of Public – 0	
Member of Staff – 1	

A08/02/01 1. NOMINATION

Graham Jones nominated to BJC. This was accepted and Graham Jones signed the Confidentiality documentation.

A08/02/02 2. APOLOGIES

Apologies were received from Councillor T Woodward & Cllr S Watkins.

A08/02/03 3. 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.

A08/02/04 4. MINUTES OF MEETINGS

Members received and approved the Minutes of the BJC held on

A08/02/05 5. MATTERS ARISING

Matters arising from the Minutes of the BJC Meeting held on 15 November 2017;

A08/02/05.1 Cllr M Russell re Item 8 Town Centre Decluttering, expecting costs to come to committee and if any issues due to funding to talk to BTC.

Nick Shaw explained that response from consultants is to leave almost all guard rails in place. Once there is further information on guard rails and design this will come back to committee. Around 50 items have been identified to be removed, replaced or rationalised.

Cllr D Lawrence stated that we do not want to lose S106 funds for decluttering/town centre improvements. Nick Shaw confirmed that he will commit the funds so they will not be lost.

A08/02/05.2 Cllr M Russell reference item 10 Rural Match Funding. The London Road/Chambers Way junction had been deemed not to be a priority or an issue but there had recently been a severe accident at the junction.

Marcel Coiffait agreed to look at the junction again.

A08/02/05.3 Reference Item 7, is there any update on proper signage and redesign for the Baulk? Nick Shaw stated that the scheme is in the design stage. Cllr J Lawrence asked for this to be progressed as a priority.

A08/02/06 6. 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 Committee, 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.

None present.

A08/02/07 7. CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS

Development Map – Cllr I Bond asked about incomplete information in the Development Map. Cllr S Dixon agreed to look at the map with Cllr, I Bond. Cllr D Lawrence requested a map to show planning applications that had been “approved and not built”.

A08/02/08 8. PEDESTRIAN CROSSING AND PROPOSED CYCLE-WAY BACK STREET

Nick Shaw reported that the Back-Street cycleway is in review.

Regarding the proposed High Street crossing, Nick Shaw is currently looking at the points previously raised by BTC. The scheme is compliant with requirements for visibility and he is happy with the distance between the proposed and existing crossings. The scheme is due to go to consultation.

Back Street Cycleway: Cllr J Lawrence stated that the BJC was opposed to 2 way cycle route. Nick Shaw confirmed the plan is for 2 way cycle way and is due for construction.

Cllr D Albone was concerned that BJC or BTC have not seen drawings of proposed works.

Cllr J Lawrence asked for an update to come to next BJC, or to BTC if an update is available sooner.

High Street crossing: Nick Shaw confirmed that once completed, the proposed zebra crossing will be included in routine maintenance and inspections.

A08/02/09 9. PARKING ON GRASS VERGES

The Town Council are currently working with CBC on various sites around Biggleswade to deal with the parking on grass verges.

In recent correspondence received by the Town Council the order covering parking on grass verges is no longer fit for purpose.

Mike Thorn advised that this is being monitored in trial locations and data to be fed back to CBC for action including enforcement.

Cllr M Russell asked if enforcement action will be taken by CBC now that BTC staff are doing the information gathering. Marcel Coiffait confirmed that the existing order can be enforced by issuing Penalty Charge Notices.

A08/02/10 10. REVIEW - CBC ON STREET PARKING PERMIT SCHEME

Marcel Coiffait advised that CBC is planning on doing another study and will bring the Committee up to date.

Cllr M Russell: Osprey Road permit scheme was not implemented due to confusion as to the residents' requirements but needs to be reviewed now. Lawrence Road also needs to be reviewed. Marcel Coiffait confirmed that these areas will be reviewed.

Cllr B Briars was concerned that parking on the Baulk was detrimental to school access and that notices of public parking get ignored and that parking violations need to be enforced. Cllr J Lawrence suggested that the car park limits could be reviewed.

A08/02/11 11. ACCESS – BIGGLESWADE RAILWAY STATION

After much discussion the Chair said that there doesn't seem to be commitment from Network Rail. There is a need to find a way to work with them and may be necessary to have a meeting. There is another meeting due in April 2018 to discuss places available for parking. After further discussion the Chair said that we are still way down the Network Rail priority list and there is a concern regarding lack of funding for improved access to the railway station.

Cllr M Russell asked for the record that the Town Council wish for the access issues to be dealt with independently from considerations for a transport interchange.

A08/02/12 12. ORCHARD CENTRE – VARIOUS ISSUES

Chair asked for an update on various issues impacting on the Orchard

Community Centre.

BTC may wish to adopt the parking area. Rob McGregor asked why the Developer thought that 1-hour parking limit was a good idea? How can the parking meters be enforced if they are not in operation? We have been advised that the decision regarding the parking times is under the Highway Authority.

It was agreed that Marcel Coiffait would look at what is possible to resolve the issues moving forward.

Cllr S Dixon wanted to know until the BTC reaches adoption can they enforce parking on their behalf?

Chair asked who is responsible for the signage? Chair asked if it is the Developer who decides if BTC can take it over?

It was agreed that the Town Clerk will discuss options with the Developer and report back.

A08/02/13 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 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.

None present.

A08/02/14. 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.

(Additional Car Parking – Proposed Sites)

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.

Meeting concluded at 16:45 pm.

Next meeting on 3rd May 2018 at 10am at Chicksands, Room 15.