

Ref: Agenda/OSCP040613

29 May 2013

Dear Sir or Madam

I hereby give notice that a meeting of the **Off Street Car Parking Committee** will take place on **Tuesday 4 June 2013**, at the offices of **Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at 7pm in order to transact the undermentioned items of business.

Yours faithfully

Cllr Mrs M Russell  
Chairperson

Distribution:

Committee Members:

Cllr Mrs M Russell (Chair)  
Cllr Ms S Mulchrone  
Cllr D Albone  
Cllr S Watkins  
Cllr T Woodward

Cllr Mrs H Ramsay  
Cllr R Skinner  
Cllr I Bond (Vice Chair)  
Cllr B Rix

All Town Councillors  
Bedfordshire Police  
Notice Boards (2)

Town Clerk  
Biggleswade Library  
Biggleswade Chronicle

Central Bedfordshire Council  
Bedfordshire Advertiser

## **AGENDA**

1. **APOLOGIES**
2. **DECLARATION OF INTERESTS**
3. **PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask questions that are pertaining to matters listed on this Agenda.

4. **MINUTES OF MEETINGS**

- a. For Members to receive the minutes of the Off Street Car Parking meeting held on 30 April 2013.

5. **MATTERS ARISING**

- a. Off Street Car Parking meeting held on 30 April 2013

6. **ITEMS FOR CONSIDERATION**

- a. **Change of title of Committee**

Members are asked to consider a change of title of the Off Street Car Parking Committee; to be renamed Town Centre Management Committee; with terms of reference to identify responsibilities.

**b. Review of Licence**

EMR has asked Town Council for a review of the rent on the temporary car park at the railway sidings in Biggleswade. E.M.R is proposing a 200% increase on the current rent.

Members are asked to consider the proposed increase.

**c. New Car Park**

Members are asked to consider the concept of a new car park for Biggleswade; and whether the Town Council is interested in managing such a facility.

**d. Charges for 'A' boards and tables**

Off Street Car Park Committee 30<sup>th</sup> April 2013 Members were asked to consider delegated powers to issue licenses for the placing of tables, chairs and 'A' boards within the parish boundary of Biggleswade.

Members recommended that Town Council proceed with entering into the Delegated Agreement with CBC.

Council approved the recommendation at the Annual Statutory meeting 14<sup>th</sup> May 2013.

Members are now asked to consider the scale of charges for 'A' boards, tables and chairs.

A Copy is attached to this agenda.

**e. Request to display Berkeley Cars after the Ian Mantle Memorial Run – 20 July 2013**

Correspondence has been received requesting permission to use the Market Square on the afternoon of 20 July so that Berkeley Cars can be displayed for the public to view.

**7. ITEMS FOR INFORMATION**

**a. CCTV Update**

For Members to receive an update on the CCTV.

**b. Christmas Lights update**

For Members to receive an update on the Christmas Lights.

**c. Car Park Audit**

An audit of Biggleswade existing car parks was carried out by C.B.C as part of the parking strategy for Biggleswade.

For members to receive an update.

**8. PUBLIC OPEN SESSION**

A period of up to 15 minutes is permitted to allow members of the public to ask questions

**9. 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.

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.

