

Ref: Agenda/TCM060514

30 April 2014

Dear Sir or Madam

I hereby give notice that a meeting of the **Town Centre Management Committee** will take place on **Tuesday 6 May 2014**, at the offices of **Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade** commencing at 7pm order to transact the undermentioned items of business.

Yours faithfully

Cllr Mrs M Russell
Chairman

Distribution:

Committee Members:

Cllr Mrs M Russell (Chair)
Cllr Ms S Mulchrone
Cllr P Biernis
Cllr B Rix
Cllr T Woodward

Cllr Mrs H Ramsay
Cllr I Bond (Vice Chair)
Cllr D Albone
Cllr S Watkins

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

To receive Statutory Declarations of Interests from Members in relation to:

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

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 Town Centre Management meeting held on 18 February 2014.

5. MATTERS ARISING

- a. From the Town Centre Management meeting held on 18 February 2014.

6. ITEMS FOR CONSIDERATION

a. Biggleswade Parking Strategy

For members to receive a verbal update.

b. Dells Lane Parking

For members to receive a verbal update.

c. Reversal of Hitchin Street

At the Town Centre Management Committee 18th February 2014, members discussed a letter from Jane Moakes, Assistant Director, Environmental Services. The letter suggested; following our request they asked Amey for their initial assessment on the feasibility of our proposals and in consultation with town centre management colleagues they can consider any issues/implications and be clear on what options may be available for consideration with the Town Council and other key stakeholders.

I would like to suggest that having undertaken this initial assessment we arrange to meet with the Town Council to consider the way forward and progress matters. We would be seeking to meet in 4-6 week's time.

At this stage, should we be minded to consider implementing changes to traffic flows and other measures in Biggleswade, we would need to properly consider whether funding is available. This would include publication of any Traffic Regulation Orders required, as well as any implementation works such as signage etc. The matter would only need to be considered by the TMM if objections were received to published TROs.

If you are happy with our proposals approach, I would be grateful if you could confirm this to me and Paul Mason, Head of Highways who will be leading the matter.

The Town Clerk has made contact on 27 February 2014, 3 March 2014 and 29 April 2014: no response has been received.

d. Bonds Lane Car Park

For members to receive a verbal update.

e. Biggleswade Transport Interchange

Ben King, principle transport planner has now taken over the implementation of this project. The key issues are carrying out surveys on how the site is currently used, manual surveys will be carried out in May 2014 by Sky High Technology.

GPRS surveys will also be carried out over the site by Amey, to determine what lies under the site, these surveys will also be carried out in May 2014. Following the publication of the findings of the survey work it is hoped that agreement can be reached on the extent of land availability for the interchange with Network Rail by the end of May 2014.

A detailed design of the scheme will be drawn up following confirmation of the land availability and be made available to steering group members to review by mid June 2014. Near neighbour consultation event to be held once agreement reached on detailed design of scheme, early July 2014.

For members to consider.

f. Sun Street / St Johns Street

Following the Town Councils decision of 25th March 2014 to part fund the Feasibility Study of a one way system Sun Street/ St Johns Street at a cost of £6,500; a study has now been commissioned to include the video of three junctions, to look at speed, formalization of parking and cyclists; a report is expected by the end of July 2014.

For members to consider.

g. CCTV

For members to receive a verbal update.

h. Biggleswade Market

Following the Town Councils decision to no longer erect market stalls on the Saturday and Tuesday markets; members will receive a verbal update and are asked to consider if there are any implications of the changes.

For members to consider.

i. A Boards – Delegation Agreement

For members to receive a verbal update.

j. Biggleswade Christmas Lights

For members to receive a verbal update.

k. Proposed Zebra crossing on London Road, Biggleswade

For Members to receive a verbal update.

7. ITEMS FOR INFORMATION

There are no items for information.

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.
Items 10a & b (contracts).

Items 10a & 10b - Contracts

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.