

Ref: Agenda/TCM200813

14 August 2013

Dear Sir or Madam

I hereby give notice that a meeting of the **Town Centre Management Committee** will take place on **Tuesday 20 August 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 R Skinner
Cllr T Woodward
Cllr B Rix

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 Member to receive and approve the minutes of the Off Street Car Parking meeting held on 4th June 2013.

5. MATTERS ARISING

- a. From the Off Street Car Parking meeting held on 4 June 2013

6 ITEMS FOR CONSIDERATION

a. Christmas Lights 2013 - 2014

Members are asked to consider various options for the 2013 – 2014 Christmas lighting scheme.

- i. To consider the purchase of the existing scheme.
- ii. To maintain the existing display as per the three year contract. (Contract details Attached).
- iii. To consider festoons for the areas identified at the 30th April 2013 meeting, (quotes attached).
- iv. To consider decorations to additional lamp columns.
- v. To consider a change to the lamp decorations displayed in 2012 – 2013. (Sheet attached).

b. SUN STREET & ST JOHNS STREET – BIGGLESWADE

At the O.S.C.P meeting 30th April 2013 the Committee were asked to look at the congestion in Sun Street & St Johns Street in Biggleswade; with a view to the possible introduction of a one-way system.

It was **RECOMMENDED** that Town Council request CBC investigate a one-way system.

The Town Council **approved** this recommendation at the Annual Statutory meeting 14th May 2014.

Correspondence has been received from Councillor Brian Spurr, Executive Member, Central Bedfordshire Council, (correspondence attached).

David Bowie, Head of Service - Traffic Management, Central Bedfordshire Council has obtained a Quotation to carry out the necessary traffic survey's required to model a possible one way system; Mr. Bowie has indicated that his budget will not cover the cost of the surveys and asks if the Town Council would be In a position to fund the same, (survey attached).

c. BIGGLESWADE MARKETS - IMPROVEMENTS

The Town Council currently erects market stalls at their Saturday market; the number of stalls erected can vary; the cost of erecting the stalls remains at the same level each week.

Stalls are erected and on occasions traders do not turn up leaving the stall empty and at a cost to the Town Council.

The market would have more flexibility if traders were to provide their own stalls.

The weekly Charity Stall could be accommodated with a pop up stall and table, which are currently being investigated.

Traders at the Tuesday markets provide their own stalls.

The monthly farmers market averages between nine and twelve stalls erected by the Town Councils full time staff.

Members are asked to consider that all current and future traders at the Town Council Saturday and Tuesday markets provide their own stalls. It is envisaged; subject to members that this would be phased in over a six moth period.

d. BIGGLESWADE CCTV meeting 15 August 2013

For Members to receive an update following the CCTV meeting held on 15 August 2013.

e. PROPOSED DEVELOPMENT & CAR PARK - BONDS LANE – FOUNDRY LANE

Members have received a letter from; Southfield Hathaway Properties LTD, in response to a letter sent by the Town Clerk on 8th July 2013, (letter attached).

Evans Dodds Solicitors has confirmed that they are acting on behalf of Southfield Hathaway Properties Ltd (letter attached)

For members to receive an update on the proposed development & car park; Bonds Lane - Foundry Lane, Biggleswade.

f. **COMMUTER PARKING - TENNYSON AVENUE, CHAUCER DRIVE, DICKENS COURT & DELLS LANE**

Members have received correspondence from a resident of Tennyson Avenue, (attached); the resident is asking members that in view of the ever escalating level of parking in the areas highlighted above, could they urge members to raise again with CBC this issue on resident's behalf.

Residents have sent numerous letters to CBC and requested what they believe to be the most cost effective solution, supported by the Town Council, for a 1-2 hour parking restriction.

Members are asked to consider this request.

7. **ITEMS FOR INFORMATION**

a. **BIGGLESWADE TRANSPORT STRATEGY**

For members to receive an update; Biggleswade Transport strategy.

A complete parking survey has been carried out by outside Consultants and the results are expected to be fed back by the end of August. Following this a Stakeholder workshop will take place in the Town Council Offices and members will be invited to attend.

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 items issues are discussed.

Agenda 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.