

**MINUTES OF A MEETING OF THE TOWN CENTRE MANAGEMENT COMMITTEE HELD ON  
18 FEBRUARY 2014 AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE,  
SAFFRON ROAD, BIGGLESWADE**

**Present:** Cllr Mrs M Russell (Chair), Cllr I Bond, Cllr Mrs H Ramsay, Cllr D Albone, Cllr B Rix, Cllr P Biernis,  
Rob McGregor – Town Clerk  
Louise Wilcox – Deputy Town Clerk  
Members of the public – 6

Also present – Cllr G Wilson

**1. APOLOGIES**

Apologies were received from Cllr T Woodward and Cllr S Watkins

**2. DECLARATION OF INTERESTS**

- (a) Disclosable Pecuniary Interests in any agenda item - none declared
- (b) Non-pecuniary interests in any agenda item – Cllr B Rix declared an interest in items 6b and 6e as listed on the agenda.

**3. PUBLIC OPEN SESSION**

MOP 1 said that traffic on Dells Lane etc is causing cars to drive on the footpaths to get through, surely it must now be a Police matter. There are similar problems now in Hitchin Street.

Cllr Mrs M Russell suggested that Cllr G Wilson may like to contact the Police.

Cllr Wilson said that a meeting is to take place with Senior Police following a letter to the Chief Constable and explained limitations of the Police are to be addressed. There is only 1 Sergeant and 5 PCSO's covering a large area and PCSO's have no powers over vehicles causing obstruction.

Cllr D Albone said that it is alarming to hear of traffic driving on footpaths, perhaps further lobbying of Police is needed.

MOP 1 reiterated lack of Policing and wished to ensure that Council is aware of increased problems.

Cllr Russell suggested that Town Council write again to CBC re TRO's.

Cllr Wilson said that he would see if the Police would put cones out to prevent cars entering footpaths.

Cllr Russell said she would ask the Town Clerk to write again to CBC and copy the letter to the Chief Constable.

Cllr B Rix said that the Town Council does have a Draft Parking Strategy and pointed out, he has sympathies with Policing difficulties, I am keen that we move on with further consultation.

MOP 2 said that with regards to Station Road parking issues, they have received a response for David Bowie, there is a possibility of Permit Parking in front of properties in consultation with the Town Council.

**4. MINUTES OF MEETINGS**

Members received and approved the minutes of the Town Centre Management meeting held on 19 November 2013.

**5. MATTERS ARISING**

**Item 7a** – Request for Tuesday market rent reduction in January and February 2014 –  
Cllr Mrs M Russell asked if there was any feedback from the Market Stallholders.

The Town Clerk replied that some Traders are preferring to pay full fees and continue to park vehicles on the Market Square.

**Item 8b** – Biggleswade CCTV - Cllr Russell asked if there were any updates from the CCTV meetings.

The Town Clerk said that he had pressed CBC, there is meeting tomorrow to discuss reductions in BT line rental. They are still trying to take CCTV back to Dunstable.

Cllr Mrs H Ramsay asked what Sandy Town Councils reaction.

The Town Clerk replied that at the last meeting Sandy were unsure whether to continue. Sandy and Shefford would like Herts CCTV to still monitor.

**Item 5a** – Sun Street St Johns Street - Cllr D Albone asked if there is any update from the developers possibly paying for this.

Cllr Russell replied that Cllr M Jones had said at the Joint Committee meeting that CBC would investigate funding.

## **6 ITEMS FOR CONSIDERATION**

### **a. Request for Residents Parking Scheme, Station Road, Biggleswade**

Correspondence was received from a resident of Station Road, Biggleswade requesting a Residents Parking Scheme. The letter has also been sent to David Bowie, Traffic Management, CBC.

Members were asked to consider this request.

It was **RECOMMENDED** that this be added onto a file of evidence of parking problems and is picked up as part of the Parking Strategy Consultation.

### **b. Parking problems in Empire Close, Biggleswade**

Correspondence was received from a resident of Empire Close regarding residents parking problems caused by the amount of cars parked there every day.

The resident asks that Town Council help with the problem and that Empire Close is added onto the list of problem areas within the Town.

A copy was attached to the agenda.

It was **RECOMMENDED** that this be added onto a file of evidence of parking problems and is picked up as part of the Parking Strategy Consultation.

### **c. Biggleswade Town Council - Proposed Parking Strategy for Biggleswade**

At the Biggleswade Joint Committee held on the 29<sup>th</sup> January 2014; Cllr Madeline Russell outlined BTC's response to the Parsons Brinckerhoff parking strategy and tabled a report with the Town Councils response, (the Biggleswade proposed parking strategy). The proposed parking strategy was discussed and it was agreed the best way forward was for BTC and CBC to work together to develop a way forward. It was agreed that ASDA should be involved and the numbers of spaces in some car parks should be checked.

The next stage for the Town Council is to consult widely within the town to ensure that all the issues have been addressed within the strategy; to look at costing of works identified within the strategy, to include resurfacing, marking out, the implications of introducing additional disabled bays, and equipment – technology to monitor parking.

Members are asked to consider the next stage.

Cllr Mrs M Russell informed members that the BJC had agreed that a copy of the Proposed Parking Strategy go to Parsons Brinckerhoff; following this a three way meeting would be set up.

Clr D Albone asked about the introduction of a disabled bay in the White Hart car park.

Clr Mrs M Russell said that the Town Clerk could investigate the cost of introducing a disabled bay and bring it back before the Committee.

It was **RECOMMENDED** to investigate the cost and present back to next Committee.

**d. Biggleswade Christmas Lights**

Members were asked to consider if there were any issues around the 2013 – 2014 Christmas lights and consider the Christmas lights for 2014 – 2015.

Clr B Rix said that comments say that the lights were better than year 1 but still not enthralling.

Clr Russell said that Council had spent the maximum amount agreed.

Clr Mrs H Ramsay said that she was disappointed in the support from the shops.

Clr D Albone said that it had been difficult to see the Choir, it would be better to get more on the stage.

Clr Mrs Ramsay said that she was disappointed in the volume of the Fair Ground.

It was **RECOMMENDED** that the Chamber of Trade write to the Shops supporting the lights with their own displays

**e. Parking Issues – Kayser Court – Hitchin Street**

Correspondence was received from a resident of Kayser Court, Biggleswade asking if Yellow lines can be considered for part of Hitchin Street near the Junction of Kayser Court.

Members were asked to consider the request.

It was **RECOMMENDED** that this be added onto list of commuter parking problems as part of the Parking Strategy Consultation.

**f. Reversal of traffic in Hitchin Street – reply from CBC**

A copy of the correspondence from CBC regarding the reversal of traffic in Hitchin Street, was attached to the agenda.

It was **RECOMMENDED** that Committee acknowledge the letter and arrange for a meeting with CBC to take place.

**7. ITEMS FOR INFORMATION**

**a. Bonds Lane**

Members received an update on Bonds Lane.

Clr Mrs M Russell said that she understood that the Developer is still working with the Architects looking at costs and construction, we need to push Joint Committee to enable this to go forward and encourage CBC to minimize S106 obligations for this scheme.

**b. Hitchin Street – Reversal**

Members received an update on Hitchin Street reversal.

It was **RECOMMENDED** that this be noted.

**8. PUBLIC OPEN SESSION**

MOP 1 said that we all know there are parking problems, and who the main culprits are, and we have the CBC camera van. The Police should ask CBC to monitor problem areas, then send out fixed penalties – surely technology could be used better.

Cllr G Wilson explained that the Camera van does not cover all areas. He is waiting for a meeting with the Police. The Specials and PC's have powers, but the PCSO's have no powers.

MOP 2 asked that a Senior Police Officer attend a Town Council meeting.

Cllr Russell said that the Chief Inspector will be attending a future Town Council meeting. Council needs to find out about the Camera Vehicles remits.

MOP 2 suggested that the Chamber of Trade encourage traders to work on displays, with that infrastructure in place, more lighting can be achieved.

Cllr Russell said that the Chamber of Trade struggled to obtain support and donations. The previous lights had to be abandoned, so Council has had to start from scratch.

MOP 3 said that ASDA and ALDI are not mentioned in the Parking Strategy.

Cllr Russell said that both are private car parks, Town Council has no control. ASDA has increased its parking from 2 hours to 2½ hours. The car park behind Iceland should be for general use, eventually ALDI acknowledged this and removed the signs.

MOP 4 asked if the Interchange Plans are available for the public to view.

Cllr Russell said that the Plans would be presented when meeting with local residents.

## **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 10 a & b (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.