



**MINUTES OF A MEETING OF THE TOWN CENTRE MANAGEMENT COMMITTEE**  
**HELD ON TUESDAY 21 FEBRUARY AT 7.00 PM**  
**AT THE OFFICES OF**  
**BIGGLESWADE TOWN COUNCIL, SAFFRON ROAD, BIGGLESWADE**

**PRESENT:**

Cllr D Albone  
Cllr P Biernis  
Cllr I Bond  
Cllr B Briars  
Cllr F Foster  
Cllr M Foster (In the Chair)  
Cllr J Medlock  
Cllr M North  
Cllr H Ramsay  
Cllr D Strachan  
(Vice Chair) – Position Vacant

Mr R McGregor – Biggleswade Town Clerk  
Mrs J Durn – Meetings Administrator

Members of Public - 4

Cllr Mrs M Russell was unable to attend the meeting, and in the absence of a Vice Chair, Cllr M Foster was nominated and agreed to Chair the Meeting.

**1. APOLOGIES FOR ABSENCE**

Cllr Mrs M Russell

**2. DECLARATIONS OF INTEREST**

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**

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

The diversions set up at Sun Street were very useful, however they have been totally abused by HGV's and people trying to gain quick access to the A1. A petition has been put forward. If we are keeping these routes, then traffic calming measures must be put in place.

The Chairman said that this is clearly an issue and has been noted.

#### 4. **INVITED SPEAKER**

There was no invited speaker.

#### 5. **MINUTES OF MEETINGS**

- a. Members received and approved the Minutes of the Town Centre Management meeting held on 29 November 2016 at the Offices of Biggleswade Town Council, The Old Court House, Saffron Road, Biggleswade.

#### 6. **MATTERS ARISING**

- a. Matters arising from the Minutes of the Town Centre Management meeting held on 29 November 2016:

Page 3. Cllr M North asked if we have received any further updates regarding tidying up the entrance-ways to the Town. The Town Clerk has not yet received a response from CBC. The Clerk offered the services of the BTC ground-staff to tidy the triangle by Sainsbury's and the bridge on a monthly basis. This was welcomed by Members.

Parking Enforcement: There have been many setbacks in arranging this service, and it has been requested that this item be put forward for the Biggleswade Joint Committee Agenda for further urgent discussion. It will also be placed on the Council Agenda for continued review.

#### 7. **ITEMS FOR CONSIDERATION**

- a. **Mapping the Biggleswade Excluded Area – Highways Act 1980 Section 27**

Members were asked to consider the following request from Adam Maciejewski, Senior Definitive Map Officer, CBC:

*We are currently drafting a report and orders for adding several town centre alleyways to the Definitive Map. Once any routes have been added, Central Bedfordshire Council, as the highway authority, has a legal duty to sign these rights of way where they leave the metalled carriageway unless the local town/parish council agrees there is no need to do so. Currently we have identified about 37 routes to be added which would mean about 78 signposts. Would Biggleswade town Council wish every footpath to be signposted with our green signs or would it consent to only key routes being identified (maybe with a destination) instead?*

It was **RESOLVED** that the width of the footway at the New Inn remain at 1.5m, that only key routes are signed with destination signs, that Adam Maciejewski suggest key routes to take back before Town Council, and that no works take place until a report has been received on the proposed de-cluttering of the Town Centre.

Members would like to receive clarification of the key routes and will await the CBC Report on Decluttering before making a decision.

**b. Community Engagement Day**

Members considered a request from Central Bedfordshire Council to host a Community Engagement Day in Biggleswade Market Square; the suggested date is Thursday 27 July 2017.

Members considered this to be an extremely worthwhile event. It was **RESOLVED** that Town Council accept this request and enquire if the event could continue on into the evening. It was also suggested that advertising be placed well in advance.

**c. Arrangements for Teenage Markets**

Members were asked to consider arrangements for implementing the Biggleswade Teenage Market. And a suggestion that a small Working Group could meet to look at the detail.

It was **RESOLVED** that a small working group would be formed to look at the detail; that the matter be put before Town Council as a **RECOMMENDATION** to allow Members of the Council to have the opportunity to be on the working Group. To also approach the Upper School to see if there was any interest in students being part of the Working Group. Cllrs. M North, D Strachan and M Foster have already registered an interest in being involved in the Working Group.

**d. Crime and Disorder – Audit**

Members were asked to consider a report on a Crime & Disorder Audit, and to consider Recommendations from the report.

It was **RESOLVED** to adopt Section 17 Crime & Disorder Audit Recommendations; to **RECOMMEND** Council continue to use report format which includes consideration of Crime & Disorder, and **RECOMMEND** Council adopt the Statement on how it ensures that it will meet its duties in relation to Biodiversity and Crime.

**e. Biggleswade Town Council Parking Strategy**

Biggleswade Parking Strategy needs of updating, various factors have had an effect on the number of available parking spaces and timings. It was suggested that a small Working Group could meet to look at the detail.

It was **RESOLVED** that a small Working Group be set up, that the matter be put before Council as a **RECOMMENDATION** to allow members of the Council to have the opportunity to be on the Working Group. Councillors Mrs H. Ramsay and M. North have already registered an interest in being involved in the working group.

**f. Petition**

Members received a copy of a Petition sent to CBC from the residents of Sun Street, regarding their concerns surrounding the current working of the one-way system.

It was **RESOLVED** that the petition be accepted and noted, that much of the issues have already been addressed by Council at the 14 February meeting, and that a letter of acknowledgement be written to the resident of Sun Street who sent in the petition.

**8. ITEMS FOR INFORMATION**

- a. There were no items for information.

**9. PUBLIC OPEN SESSION**

There were no questions from the public.

**10. EXEMPT ITEMS**

The following resolution was moved that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

There were no exempt items.

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.