



**BIGGLESWADE JOINT COMMITTEE MEETING**  
**MINUTES OF MEETING HELD ON WEDNESDAY 26 APRIL 2017**  
**10.30am - IN ROOM PH15**  
**AT CENTRAL BEDFORDSHIRE COUNCIL**  
**PRIORY HOUSE, MONKS WALK, CHICKSANDS, SHEFFORD**

**PRESENT:**

Cllr B Briars	BTC
Mr P Fraser	CBC Head of Partnerships, CEYS
Cllr J Jamieson	CBC Leader (Sub)
Cllr D Lawrence	CBC
Cllr Mrs J Lawrence	CBC
Cllr Mrs M Russell	BTC
Cllr Mrs H Ramsay	BTC (In the Chair)
Mr M Thomas	Biggleswade Chamber of Trade
Cllr T Woodward	CBC
Mr R McGregor	Town Clerk, Biggleswade Town Council (BTC)
Mrs J Durn	Administrator, BTC

Also Present:

Mr N Shaw	CBC - Sustainable Transport Officer - for Item 7 & 8
Mr V Wan	CBC Schools Planning Officer - for item 11
Member of Public - 1	

Prior to commencement CBC proposed the election of a Chairman; however, the Members refused this request as it is not an Agenda item. Cllr Mrs H Ramsay took the Chair.

**1. APOLOGIES FOR ABSENCE**

Cllr D Albone.

**2. DECLARATIONS OF INTEREST**

To receive from Members any declarations and the nature in relation to:

- (a) Disclosable Pecuniary interests in any agenda item - none
- (b) Non-Pecuniary interests in any agenda item – Cllr Mrs M Russell, Cllr Mrs H Ramsay, Cllr I Bond, Item 8

### 3. MINUTES OF PREVIOUS MEETING

Members received and approved the Minutes of the BJC held on Wednesday 25 January 2017.

### 4. MATTERS ARISING

#### a. Matters arising from the Minutes of the BJC held on 25 January 2017:

- Potton Road crossing is still an item – this is on the Agenda. Peter Fraser will follow this up with Ann Rowlands, Senior Transport Officer.
- Update required on Section 78 Notice on Bonds Lane: Peter Fraser reported that an Officer has investigated and found it to be safe.

Councillors asked for this to be revisited as on a recent walk-around with BTC, Councillors and CBC Highways representatives, it was declared unsafe by the Highways people.

Peter Fraser will follow this up.

- Sam Caldbeck was asked to produce a development map but this has not yet been received. Can we take this forward?

Peter Fraser reported that there will be no further development on the map until the Local Plan is in place.

- There are 20+ requests for traffic calming road humps – do we know where these will go?

Peter Fraser has not received an update on this, but will follow up as soon as possible.

- Is the Baulk going back to 2-way?

Cllr J Lawrence reported that it has been decided that the Baulk will stay as it is for the next 6 months before decision is made. This will then come up for debate to Traffic Management in 6 months' time. Reports have been received from residents that they are pleased with it as it is.

- Cllr Mrs M Russell said that BTC have just been informed about the overnight bridge closures for three weekends in May.

Peter Fraser said that there are some possession orders in place but these are limited to very small possession times so work is in small batches. However; work will be completed by the end of June unless there are unforeseeable issues.

- b. Informal meeting notes:

We will take these forward to the next informal meeting.

**5. PUBLIC OPEN SESSION**

No questions from the Public.

**6. CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS**

There were no announcements.

**7. TOWN CENTRE DE-CLUTTERING – Update from Nick Shaw**

A “walk-round” has taken place and we have identified areas for de-cluttering (information circulated)

Mr Shaw asked that comments on anything Councillors would specifically like to be taken into consideration, be sent to him

Directional signs: information circulated.

A Road Safety Report has been undertaken which will take into consideration all of the Council's proposals. An assessment of the guard rail has taken place and we have identified some parts of the rail which pose a safety risk and will require removal. CBC is awaiting receipt of the Report.

Mr Shaw will report back at the next Meeting, or sooner if he has this information beforehand.

Regarding the issue of loading raised by Members - both on the high street and Saffron road. Mr Shaw will take this back to Traffic Management for review.

Cllr Mrs M Russell reported that she and the BTC Town Clerk, Mr Rob McGregor, had met with a partially sighted lady who asked if she could be involved in the Town de-cluttering as a representative for the partially sighted.

Mr Shaw said that once the audit has taken place then he would be happy to include partially sighted representation and input.

Mr Shaw asked for any comments to be sent directly to him in the next couple of weeks.

**8. PEDESTRIAN CROSSING HIGH STREET/STRATTON (area of Booze King and Londis shop)**

CBC Officer –Mr Nick Shaw gave the following update:

Looking at this from S106 point of view, Kings Reach was identified as one of the points we can improve. We have made site observations and watched where people actually cross the road.

We propose a spit zebra to be placed where people cross. A photograph example of this type of crossing was circulated, together with a plan of where the zebra would be placed and what it would look like.

Members discussed this option and voiced their concerns. They would particularly like consideration given to the width of the road with regards to large vehicles such as the ASDA lorries, plus the constant cars/deliveries/unloading for the Londis shop which is a blind corner. It was felt that an extension of the 20mph would help with this problem.

Mr Shaw informed the meeting that tracking audit of the area would be undertaken by Engineers before any work was decided, and that he will look at introducing a 20mph extension and traffic calming measures to beyond the crossing. The tracking audit will flag up any issues, and he asked Members to forward any concerns/comments directly to him.

## **9. PARKING AND ENFORCEMENT**

CBC Officer – Peter Fraser

Mr Fraser has spoken to Jeanette Keyte, and in reported in summary – the Town Council has agreed to set aside money for pay & display machines in the three car parks, and also to set aside cost of enforcement officer dedicated to Biggleswade. Discussions have taken place with BTC and clarification is required, regarding the duration of the service required, income generation, and operational/management costs.

Cllr Mrs M Russell informed the Meeting that The Town Council is still waiting for a meeting with Jeanette Keyte in order to discuss details and obtain guidance. BTC are anxious that this takes place as soon as possible, but as yet have been unable to make arrangements with Ms Keyte.

Cllr James Jamieson said that CBC would be happy to put in additional enforcement funded by the Town Council, which is mutually beneficial.

Cllr Mrs M Russell would like to make it clear that the Town Council needs to be in control of its parking, and to this end would like a meaningful advisory discussion, together with a proposal from CBC Parking Officer, as to how this can be achieved. This formal proposal will then be put to Town Council.

It was agreed that a meeting should be set up with BTC and Jeannette Keyte, as soon as Ms Keyte returns from leave.

## **10. SCHOOL PLACES IN BIGGLESWADE**

**As the Agenda has slightly over-run this item was brought forward.**

Mr Victor Wan joined the meeting in order to give a brief overview of school places in Biggleswade.

Mr Wan explained the school forecast and how it is obtained from the collection of data, including census, health authority data, births, housing trajectories and trends on house moving in and out of the area.

There is a three-year rolling programme which looks at school places and maintaining CBC statutory duty. The full details can be found on the CBC website.

Regarding the issue of two-tier/three-tier, Cllr Jamieson said that CBC is being largely driven by the schools themselves. CBC has a role to try and facilitate which ever path the schools choose in a co-ordinated fashion.

Cllr Mrs M Russell said that this is the time to decide what is the best way to invest money in schools. Cllr Jamieson said that any investment in schools would need to include the educational landscape, and that CBC will take a flexible approach.

## **11. OUTSTANDING ISSUES RE CBC AND BTC**

- **Parking on grass verges:**

Following the BTC Council Meeting, Mr R McGregor, BTC Town Clerk, was asked to request that CBC enforce bylaws and place signage to stop parking on grass areas. The Town Council would like to enforce this as the verges are being ripped up and are now unsightly.

Mr Peter Fraser has received an update on this issue from Mr Paul Mason, who said that this would cause an issue with the residents, and that perhaps an advisory ticket on the parked cars would resolve this, together with the possible placement of wooden posts.

The BTC Town Clerk will write to CBC with a formal request for action.

- **Yellow Lines – Sun Street:**

It is the small stretch between existing yellow lines and the entrance to the back of the Preen shop where there is room for a couple of cars to park, which is causing a bottle-neck. This was not included in the TRO.

Cllr J Lawrence has previously pointed this out, and suggested writing to the Traffic Manager in order to put this on the next Traffic Management Agenda, together with the request to include double yellow lines in Gladstone Terrace on the same Agenda.

BTC Town Clerk will write formally to Paul Salmon, Traffic Management, copy Mr Fraser.

- **Full implementation of the one-way system:**

The BTC Town Clerk will write formally to Paul Salmon, Traffic Management, in order to request that this item is included on the Agenda of the forthcoming quarterly Traffic Management meeting.

- **Traffic Lights at Rose Lane junction:**

These are out of sync and causing traffic back-up problems with only allowing a maximum of two cars through at a time. The traffic sequence requires adapting. BTC have requested that CBC look into this but are still awaiting a response.

## **12. PARTNERSHIP WORKING AND COLLABORATION**

It was agreed to defer this item to the next meeting on 12 June, following the election of new people to the meeting.

Mr Fraser asked for a volunteer from BTC– Mr McGregor plus one, to ensure that there is consistency, as CBC need to link into Corporate Resource Committee.

## **13. ADDITIONAL MEETING**

There will be an informal meeting on 12 June 2017, followed by a Joint Committee on 11 July 2017.

Please can we get new TRO agreed by September? It will need to go through Town Council.

## **14. PUBLIC OPEN SESSION**

There were no questions from Members of the Public.

## **15. DATES OF NEXT MEETINGS**

Tuesday 11 July 2017  
Wednesday 25 October 2017  
Wednesday 24 January (2018)  
Thursday 26 April (2018)

Meeting concluded 13.10pm