

**MINUTES OF A MEETING OF THE BIGGLESWADE JOINT COMMITTEE HELD ON WEDNESDAY 23rd APRIL 2014 –  
10:00am AT PRIORY HOUSE, MONKS WALK, CHICKSANDS, SHEFFORD IN ROOM 13**

<b><u>Present:</u></b>	Cllr M Jones, Chairman	Deputy Leader CBC
	Cllr M Russell	Cllr BTC
	Mr B King	CBC
	Cllr D Lawrence	Cllr CBC
	Cllr H Ramsay	Cllr BTC
	Cllr J Lawrence	Cllr CBC
	Mr S Caldbeck	Projects Officer CBC
	Mr A Porter	Biggleswade Chamber of Trade
	Mr P Fraser	HOP&CE, CBC
	Mr R McGregor	BTC Town Clerk
	Miss M Beckwith	Minute Taker
	MOP	

**Minutes**

**1. APOLOGIES FOR ABSENCE**

Cllr G Wilson  
Cllr W Smith  
Cllr T Woodward

**2. MEMBERS INTERESTS**

None declared

**3. MINUTES OF PREVIOUS MEETING**

Minutes from the 29<sup>th</sup> January 2014 were signed and approved.

**4. MATTERS ARISING**

Cllr Madeline Russell requested an update on the bus routes continuing along Hitchin Street as it isn't on the agenda. The chair said it will be looked at later.

5. **ELECTION OF CO-OPTED MEMBERS TO THE JOINT COMMITTEE**

Martin Thomas has stepped down so will be removed from list.

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

None

7. **PUBLIC OPEN SESSION**

15 minutes for members of the public to make statements.

8. **TRANSPORT INTERCHANGE**

Ben King gave an update on the transport interchange.

Sky High Technology LTD has been commissioned to undertake a manual survey of pedestrians between 8am – 6pm on 30<sup>th</sup> April 2014, along with a video survey of pedestrian and cycle flows. A topographical survey and Ground Penetrating Radar Survey (GPRS) by Amey will follow between 7<sup>th</sup> and 9<sup>th</sup> May 2014. The results will be made available by 16<sup>th</sup> May 2014.

Following this, it is hoped that an agreement can be reached on the extent of land available for the interchange with Network Rail by the end of May 2014.

Ben King was informed by Lisa Swannell in the legal department that the interchange will require planning permission. Steps will be taken to proceed with this process following completion of detailed design. This will be drawn up following confirmation of the land availability and be made available to the steering group members to review by mid June 2014.

Once an agreement is reached on the detailed design of the scheme a near neighbour consultation event will be held.

The issue of no direct route from the East of Biggleswade to the transport interchange was raised and was asked to be included in the survey. It was also highlighted that the station is mostly used by people outside the 8 – 6 survey periods.

However, people will still use the same routes in the 8-6 period but Ben King will feed this back to Skyhigh and Amey. Although the survey will be proportionate to the size of the scheme.

Ben King will take the issue of the Grant Palmer bus route along Hitchin Street.

## 9. **PARKING STRATEGY**

Update – Sam Caldbeck.

The parking strategy prepared by Biggleswade Town Council and approved in January is a very helpful and detailed document. It highlights the importance of a partnership approach between CBC and the Town Council in managing on and off street parking.

The proposals made by the document will require further work and analysis by CBC's parking advisers Parsons Brinckerhoff. This has increased overall costs for the project to create a joint parking strategy/management plan however the Town Council has approved a contribution of £6,000 to meet these additional expenses. The Town Council will become a co-client with CBC to Parsons Brinckerhoff.

Further modelling will be carried out by Parsons Brinckerhoff during April and May with a report being issued on completion. This report will summarise the impact of proposed changes and overall recommendations. This will be circulated to the Town Council and further liaison between CBC and BTC will then take place with regards to taking forward recommendations into a final document.

We are aiming to complete the document by the end of June 2014. Once this is agreed a public consultation would be needed, this could be done in several smaller consultations, however, everyone will need to agree to it and see the whole plan. The next business breakfast meeting could be used as the first part of this consultation process.

The BTC strategy produced in January has been communicated with the public but a communication plan will need to be put in place so as not to confuse anyone.

There have been areas which have been identified as being able to provide more spaces. These are St Andrews Street which has a wide path that can be turned into parking and Mill Lane where Rob McGregor would like Highways to visit to look at access.

Upon completion of the joint parking strategy/management plan a detailed business case will be prepared by CBC to take forward the main recommendations. This work will mostly be funded in the first instance through the S106 agreed for parking improvements through the LXB devt which totals 100k. A further 100K is due from the LXB development which is set aside for town centre contributions in support of the masterplan completion.

The chair will find out from section 106 to see if both contributions will be paid by LXB next month, although this looks unlikely.

**10. IVEL MEDICAL CENTRE**

The chair confirmed that the Acorn Centre will be turned into a medical centre and time scales of this will be brought to the next meeting.

There will be a consultation with CCG.

The issue of no surgery in East Biggleswade needs to be addressed and the chair will see what he can find out in terms of the NHS.

There will also be more parking around the Acorn Centre area for those attending the new medical centre.

**11. DEFINITIVE MAP & 106 AGREEMENTS LAND EAST**

David Leverington gave a report as follows

Producing a Definitive Map for the Excluded Area of Biggleswade

Legislative changes mean that this authority must produce a Definitive Map [of Public Rights of Way] for the currently excluded central area of Biggleswade. Building on previously provided details by local volunteers, Adam Maciejewski and Gemma Harrison of the Countryside Access Service have begun both historical research and on-site surveys to establish what routes could be added. Research will continue through the spring and summer before consultations are undertaken [including with this Joint Committee] leading to a report to Development Management Committee in the late autumn on the legal orders proposed to be made. Priority items are likely to include resolution of the current issues at The Crown and New Inn public houses. A historical footpath through Rose Lane Car Park had been identified and may have to be diverted.

Land East of Biggleswade Development

David Leverington has met Cllr Mrs Smith to confirm that the original Section 106 Agreement is the most relevant in terms of management of public rights of way and open space. He also met Nikolas Smith the planning officer who confirmed that the Public Open Space Management Plan had yet to be submitted by the developer for sign off by this authority and he will chase up such. Countryside Access will also provide details to the Town Council on the legal widths of the public paths affected and how much of this is surfaced.

Mr A Porter declared an interest in car parking as he is part of Fen Reeves.

**12. SUN STREET /ST JOHNS STREET TRIANGLE**

Paul Mason gave a report as follows.

The intention is to undertake the following:

- Collect traffic data at the 3 main junctions on the gyratory (Sun St - St John's, St. John's St – Rose Ln & Rose Ln - Sun St) to determine the current flows, queues etc. This will be collected by video camera and during the next school term.
- Analyse the collected data
- Produce models of the existing situation and develop 2 options (clockwise and anti-clockwise) indicating the implications of introducing a one way system
- It was noted that speeds are likely to increase in the gyratory mode, there is additional future demand on the network and cyclists need to be catered for around the gyratory
- Report to be produced by the end of July

A communication plan will be needed and it was suggested that this should be announced to the public via the chronicle.

There is a development of 500 houses north of Potton Road. It was suggested that the developers may help fund it.

There was a request for a draft to be produced by the next meeting.

### **13. BUSINESS BREAKFAST**

The next business breakfast will take place at Jordan's Mill and will occur in the first week of July 2014.