

**MINUTES OF A MEETING OF THE BIGGLESWADE JOINT COMMITTEE
HELD ON WEDNESDAY 16th JANUARY 2013 – 09.30am AT PRIORY HOUSE, MONKS
WALK, CHICKSANDS, SHEFFORD IN ROOM 13**

Present:	Cllr M Jones	Deputy Leader CBC
	Mr P Jaggard	Stratton Business Park
	Mr S Caldbeck	Projects Officer CBC
	Cllr Mrs J Lawrence	Cllr CBC
	Cllr D Lawrence	Cllr CBC
	Mr D Bowie	Head of Service, Traffic Management
	Cllr T Woodward	Cllr CBC
	Mr R McGregor	BTC Town Clerk
	Cllr G Wilson	Cllr BTC
	Cllr Mrs W Smith	Cllr BTC
	Mr A Porter	Biggleswade Chamber of Trade
	Cllr Mrs H Ramsay	Cllr BTC
	Cllr Mrs M Russell	Cllr BTC
	Ms C Romans	Project Officer CBC
	Mr C Andrews	Green Wheel Team Leader BRCC
	Mrs J Durn	Minute Taker

1. APOLOGIES FOR ABSENCE

No apologies were received.

2. MEMBERS INTERESTS

Any disclosable Pecuniary interest on the Agenda or any non-Pecuniary interest on the Agenda. Members were asked to declare any interests and their nature in relation to any Personal interests on the agenda and any Personal and Prejudicial interests in any agenda item.

None were declared

3. MINUTES OF PREVIOUS MEETING

Cllr Mrs Madeline Russell requested an amendment to the previous minutes. Item 5 on the minutes said that Paul Jaggard was appointed for the municipal year 12/13. In actual fact, the JC constitution says that co-opted members will serve for the same term as elected Cllrs so Paul Jaggard was appointed until May 2015. The Chairman agreed that this was the case so the minute needs to be amended.

Action: Minute to be amended by the minute taker.

4. MATTERS ARISING

There were no matters arising from the previous meeting.

5. **ELECTION OF CO-OPTED MEMBERS TO THE JOINT COMMITTEE**
Mr Paul Jaggard, Chairman of the Industrial Park Group, was elected as co-opted member.

6. **CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS**
A petition from the Hitchin Street Traders has been passed to the Traffic Management Committee who will be looking into this.
Sam Caldbeck to provide date of the Traffic Management Committee.

7. **FUTURE MEETING DATES**
Members agreed the proposed BJC meeting dates for 2013.
17th April, 17th July and 16th October.

8. **GREEN WHEEL (additional item to the original agenda)**
An update was given by Caroline Romans and Cliff Andrews, and a written report was given to each member. A Plan showing the green wheel routes was also circulated.

9. **BIGGLESWADE MASTER PLAN**

a) **Transport Interchange**
An update was given by Sam Caldbeck. He is working with Network Rail and First Capital Connect and expects to be in receipt of drawings to bring to the next meeting.
Action: Sam Caldbeck to bring plans to next meeting

b) **Hitchin Street improvement scheme**
An update was given by Sam Caldbeck. There has been some confusion among the public as to whether this area has been pedestrianised. New signage is being installed which will also help.

Cllr Mrs M Russell voiced concerns that existing furniture is not being used.

Mr A Porter said that the Chamber of Trade has allocated funding to the provision of planters.

Sam reported that Amey will be placing temporary planters to deter parking from certain areas. This will be reviewed once they have been in place for a while.

Cllrs Mrs W Smith and Mrs M Russell voiced concerns that Biggleswade Town Council is not being included in the decisions being taken. They stressed the need for the Town Clerk to be invited to any meeting concerning this issue.

Action: Sam Caldbeck to ensure that Mr R McGregor, Biggleswade Town Clerk, is invited to future meetings

The Chairman queried the progress of Phase 2. It was agreed that Adrian Clothier from Amey should meet with Biggleswade Town Council for future discussions.

Action: Sam Caldbeck to arrange a meeting

10. IVEL MEDICAL CENTRE

The Chairman reported there has been little progress on this item due to the current state of flux of the NHS. He does not anticipate any action to take place until the summer. He hopes to be able to invite an NHS representative to the July meeting.

Action: Chairman to invite an NHS representative to attend the JBC when available

11. RETROSPECTIVE PLANNING APPLICATIONS

The Chairman invited Andrew Davie, Senior Planning Officer, to speak to the meeting regarding the process for retrospective planning applications previously queried by the members at the last meeting.

Mr Davie explained that the system relies on people having the necessary paperwork in place. The retrospective application must be judged on its merits as if there is nothing on the ground. There is nothing to stop people from applying for retrospective planning, However there is an enforcement process, which although lengthy, does come into force eventually.

12. KITELANDS RECREATION GROUND GATE

Mr McGregor has been in correspondence with Adrian Clothier at Amey regarding the removal of a gate and fence at the entrance to Kitelands Playing Field off Kitelands Road, and the substitution of a lockable bollard, effectively stopping the Town Council from accessing the park.

Action: The Chairman agreed that the gate could be reinstated and that Mr McGregor would deal with this

13. GULLY CLEANING & STREET CLEANING – BIGGLESWADE

The Chairman reported that there will be quite a few changes regarding the street cleaning in Biggleswade. He will circulate a document to the members giving the relevant information.

Action: Chairman to circulate Information on Street Cleaning in Biggleswade to the members

14. EXCLUSION OF PRESS AND PUBLIC

No action required