



MINUTES OF THE TOWN CENTRE MANAGEMENT COMMITTEE MEETING
HELD ON TUESDAY 04 JUNE 2019 AT 7.00PM
AT BIGGLESWADE TOWN COUNCIL,
THE OLD COURT HOUSE, SAFFRON ROAD, BIGGLESWADE

PRESENT:

Cllr M North – Chairman
Cllr G Fage – Vice Chairman
Cllr D Albone
Cllr I Bond
Cllr G Fage
Cllr F Foster
Cllr M Knight
Cllr R Pullinger
Cllr H Ramsay
Cllr M Russell
Cllr D Strachan
Cllr C Thomas
Cllr J Woodhead

Mr R McGregor, Town Clerk
Mr M Thorn, Deputy Town Clerk
Mrs J Durn, Meeting Administrator

Members of Public – 4, including Mr S Newton, Town Centre Operations Manager

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary interests in any agenda item – None
- (b) Non-Pecuniary interests in any agenda item – Cllr G Fage – Item 6a.

3. PUBLIC OPEN SESSION

Dr Whitaker: Would like to query the proposed of £250 for up to 10 tables which would seem unfair on small coffee shops with only a few tables.

Dr Whitaker: Understand the Council is considering extending the free parking for 2 hours and also possibility of free parking at the weekends. Would like to support this.

4. MINUTES OF MEETINGS

Members received the Minutes of the previous Town Centre Management meeting held on 19 February 2019. An amendment was requested to page 3, Item 7a: to delete the word “therefore”. Following this amendment, the Minutes were approved.

5. MATTERS ARISING

Matters arising from the Minutes of the Town Centre Management meeting held on 19 February 2019.

Page 5, Item 7f: Cllr Knight asked if Council were in receipt of the Quarterly Report from CBC. Cllr Russell responded that this Report had been part of the arrangement with CBC, but to date it has not been received.

Item 7d: Cllr Foster asked if any suggestions on potential events had been received. Mr Newton confirmed receipt of many helpful responses from Councillors which have all been noted.

Item 7a: Letter from Property owner. The Town Clerk reported that the owner of the property concerned has been in communication with CBC. The Clerk has updated CBC with the BTC decision.

6. ITEMS FOR CONSIDERATION

a. Off Street Parking

Members will undertake a review of the car park management following the implementation of the parking orders in August 2018. Prior to this review it would be useful to have an idea of the station car park usage. A count of spaces will take place over the next 2 weeks to assess this information. Concern was expressed that other BTC car parks seem to be underused. Members would also like to receive feedback from CBC regarding the amount of parking fines collected. Permit holders in BTC car parks must also be taken into consideration during any deliberations. This data to be available for consideration at the Working Group.

It was **RESOLVED** to set up a Working Group on the first available free Tuesday evening. The Town Clerk will chase CBC for the quarterly PCN reports.

b. Market

As part of an ongoing review of market layout and operations Members discussed the report provided by the TCOM, together with his recommendation to retain the road closure.

It was **RESOLVED** to form a Working Group to discuss overall market review, including layout. Membership will be discussed and a tentative date of 2 July to be confirmed.

Members thanked the TCOM for an excellent report, and it was agreed that he will provide regular updates.

c. Electric Vehicle Charging Points

This is something to be encouraged and options should be investigated for installation of electric vehicle charging points in Town council car parks.

It was **RESOLVED** that officers investigate options for installation of electric vehicle charging points, and that the setting up of a Working Group be considered in order to discuss proposals and be prepared for the future.

d. **A Boards, Tables and Chairs**

Members felt that there were inaccuracies in the document presented and requested that it is returned for revision.

Please send any amendments or comments to the Town Clerk for inclusion in the revised document which will be presented at the next TCM. Changes will be tracked for ease of comparison with the previous document.

It was **RESOLVED** to accept the scheme in general but that the charge should be up to £25 per table per year.

7. **ITEMS FOR INFORMATION**

a. **Future High Street Fund**

BTC have registered an interest.

The Town Clerk will be attending a meeting next week and will keep us informed.

b. **National Association of British Market Authorities (NAMBA)**

NOTED

c. **Town Centre Operations Manager Report (Attached to the Agenda)**

Street Food Event: Feedback received: – excellent event but not enough seating. TCOM addressing this for future events.

Taxi rank required for Town Centre: BTC has been approached by CBC about the provision of a taxi rank. We have registered our interest and await to hear further.

Cctv: A review is taking place to include possible new sites for additional cameras.

It was **RESOLVED** to request a budget for Town Centre events. This will go to the F&GP Committee for consideration.

d. **Best Bar None**

This information was **NOTED**.

8. **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, in respect of any other business of the Town Council.

No questions from the Public.

Cllr Ramsay: Asked about the security issue raised by Mr. Richards, at Council regarding the forthcoming Carnival traffic handling situation.

It was reported that arrangements have been put in place to address these concerns

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.

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.