



MINUTES OF THE TOWN CENTRE MANAGEMENT COMMITTEE MEETING
HELD ON TUESDAY 05 NOVEMBER 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 F Foster
Cllr M Knight
Cllr D Strachan
Cllr C Thomas

Mr R McGregor, Town Clerk
Mr P Truppin, Locum Town Clerk
Mrs J Durn, Meeting Administrator
Mr S Newton, BTC Town Centre Operations Manager
Members of Public – 4

It was **NOTED** that Cllr H Ramsay has resigned from this Committee.

1. APOLOGIES FOR ABSENCE

Cllr D Albone, Cllr I Bond, Cllr M Russell, Cllr R Pullinger, Cllr J Woodhead.

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 7b.

3. PUBLIC OPEN SESSION

There were no questions from Members of the Public

4. INVITED SPEAKER: Mr M King. People & Places Insight Limited

Mr Mike King from People and Places Insight Limited gave a presentation on the Benchmarking carried out in Biggleswade to evaluate the issues which may ultimately improve the town centre. Copies of this presentation are attached to the Agenda.

Mr King took questions from Members covering car parking, crime and safety issues, and will be issuing a final Report once the Saturday footfall results are collated. The final Report will provide an evidence base for any future submissions such as the High Street Fund.

The Chairman thanked Mr King for a very interesting and informative presentation

5. **MINUTES OF MEETING**

Members received and approved the Minutes of the Town Centre Management Meeting held on Tuesday 5th November 2019.

6. **MATTERS ARISING**

Matters arising from the Minutes of the Town Centre Management meeting held on Tuesday, 20 August 2019.

Questions raised are covered under Item 8a, TCOM Report.

7. **ITEMS FOR CONSIDERATION**

a. **A Boards and Tables & Chairs**

The second Draft Document was presented and received. Members put forward small changes and suggested minor grammatical amendments to ensure consistency throughout the document. It was also requested that the fee structure for licencing tables & chairs is currently set at zero.

It was **RESOLVED** to adopt the policy following the suggested amendments.

b. **Car Park Working Group**

It was felt that because we do not yet have the final Benchmarking report covering Saturday footfall survey results, Members are unable to make a final decision at this time.

It was **RECOMMENDED** that the once we are in receipt of the final information the Working Group will hold one more meeting to ensure that all for eventualities are covered and an informed decision can be made.

c. **Biggleswade Town Centre Project ideas – The Way Forward?**

The Document attached to the Agenda covers Project Ideas for Biggleswade Town Council to put forward in readiness for the future regeneration of the Town.

It was **RESOLVED** to circulate this information to all Councillors with a request for urgent input, and to set up a Working Group as soon as possible, in order to add any further project ideas, together with priorities to this list so that it can be presented in connection with the High Street Bid in the future. We are currently awaiting an announcement from CBC with the names of the towns involved.

8. **ITEMS FOR INFORMATION**

a. **TCOM Report (attached to the Agenda)**

Simon Newton (TCOM) went through the attached Report.

Members questions moved from item 6, Matters Arising were covered:

Car Park Software issues with P&D Machines:

The work requested for the software in the car parking machines to be changed to incorporate the “no return time” is proving challenging. We are expecting an update report by 15th November and will report back with the conclusions.

Taxi Rank:

There is no further update. This subject is still with the Joint Committee.

Wetherspoons customer Parking issues:

Management at Wetherspoons has once again changed, and Simon will be arranging to see the current Manager as soon as possible in order to progress the question of alternative parking for Wetherspoon customers other than blocking the Market Square

Christmas Lights Switch-on:

Road closures for the High Street and Station Road will be looked at for next year. In the meantime, the concerns put forward by the Community Safety Group regarding the zebra crossing at the White Hart will be passed to the police for this years’ event.

Members thanked Simon for his informative report updating progress on the areas covered by Town Centre Operations and asked that the Minutes record their thanks for the excellent job undertaken by Simon in his first year with BTC.

9. **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.

There were no comments or questions from the public.

10. **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.