

**MINUTES OF A MEETING OF THE BIGGLESWADE JOINT COMMITTEE  
HELD ON WEDNESDAY 17th JULY 2013 – 9.30am AT PRIORY HOUSE, MONKS  
WALK, CHICKSANDS, SHEFFORD IN ROOM 14**

<b>Present:</b>	Cllr M Jones	Deputy Leader CBC
	Mr S Caldbeck	Projects Officer CBC
	Cllr Mrs J Lawrence	Cllr CBC
	Cllr D Lawrence	Cllr CBC
	Mr G Lawrence	Town Plan Steering Group
	Mr D Bowie	Head of Service, Traffic Management
	Mr R McGregor	BTC Town Clerk
	Cllr I Bond	Cllr BTC
	Mr A Porter	Member of Public
	Mr M Thomas	Biggleswade Chamber of Trade
	Cllr Mrs H Ramsay	Cllr BTC
	Cllr Mrs M Russell	Cllr BTC
	Mr J Gleave	Transport Team CBC
	Mr P Fraser	HoP&CE, CBC
	Cllr W Smith	Cllr BTC
	Cllr G Wilson	Cllr BTC
	Mrs J Durn	Minute Taker

**1. APOLOGIES FOR ABSENCE**

Mr P Jaggard, Mr G Lawrence

**2. MEMBERS INTERESTS**

None were declared

**3. MINUTES OF PREVIOUS MEETING**

It was requested that all the key issues of the previous meetings be brought forward. The Minutes of the previous meeting held on the 17<sup>th</sup> April 2013 were approved.

**4. MATTERS ARISING**

i) Saxon Pool: The Chairman reported that a planning application has been submitted for modifications. No decision has been made at the moment. The modified plans will be put before the Town Council as soon as they are available.

ii) Heavy Traffic – Hitchin Street  
Members of the committee raised concerns regarding Hitchin Street being used as a route for local bus services particularly Grant Palmer and incidences of damage to the new paving scheme. James Gleave was asked to discuss the issue with Paul Dodge (CBC public transport) and report back to the committee.

**Action:** James Gleave

iii) Bonds Lane:

The Chairman reported that he was aware that pre-application discussions are underway with a developer but there is nothing new to report at the moment.

Martin Thomas proposed that a meeting take place between himself and David Bowie as he feels he has a useful contribution to make towards adjusting the parking proposals which include pedestrian and disabled access, emergency exit, lifts, etc.

Mr Thomas asked for the endorsement by the Joint Committee of the new development which was seconded by Cllr Mrs M Russell. The committee agreed in principle to support the new development subject to planning approval

iv) Signage:

Concerns were raised over the lack of signage showing the businesses in the Town Centre. This has led to an excessive amount of 'A' Boards.

**Action:** Sam to liaise with Rob McGregor

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

The Chairman received notification that two members of the Chamber of Trade would attend the meeting. Mr A Porter attended as Member of Public, and Mr M Thomas as the Chamber of Trade representative.

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

i) Land East:

- The bus service will start in September
- Poor Broadband service on homes already constructed has been reported. The developers and BT are looking at solutions.

**Action:** The Chairman will monitor this situation.

ii) Eastern Relief Road:

- There is no further information as yet.

**Action:** Sam will confirm the trigger point for the amount of houses to be built and occupied.

iii) Agenda Format

The Chairman proposed that an extra item be included at the beginning of the agenda to allow members of the public to raise questions pertinent to items on the agenda. This item should be limited to 15 minutes and members of the public will have 3 minutes per person for their questions, statements, deputations. It was recommended that such requests should be received in writing three days before the meeting in order for a reply to be given.

Members agreed to this change

**7. HITCHIN STREET**

The two issues highlighted were covered in Peter Fraser's report.

- More robust paving slabs will be installed.
- Consultation took place on the Parking Restriction Zone and as a result the officers have been instructed not to enforce legitimate loading/unloading.

The members asked whether a new Traffic Restriction Order could be revoked David Bowie reported that it would take 3 or 4 months to process due to the consultation period.

**8. MECCANO BRIDGE**

Peter Fraser's report covered the problem with the bridge and the actions taken by CBC so far.

**BIGGLESWADE ROUNDABOUTS/WORKS**

9. Peter Fraser's report covered the three sets of planned works. The Chairman reported that funds are expected any day now, and that work is imminent on the Shortmead Street roundabout only. Plans will be processed in the usual way.

**BACK MEADOWS**

10. Plans have been rejected by the Environment Agency due to disagreement over hard surfacing on green land.

The Chairman reported that negotiations are continuing on this issue.

**TRANSPORT INTERCHANGE**

11. James Gleave circulated information on the Biggleswade Transport Interchange Key milestones, together with a slide show giving a detailed explanation.

CBC is developing a business case on its capital programme. The outline business case will be submitted by the end of July. James will keep the committee informed on progress made.

The meeting asked that minutes record their thanks to officers for the work done on this project.

## **PARKING STRATEGY**

12. David Bowie updated the meeting. A complete parking survey has been carried out by outside Consultants and the results are expected to be fed back by the end of August. Following this a Stakeholder workshop will take place in the Town Council Offices and members will be invited to attend.

Martin Thomas has information on retailers parking requirements and will meet with David Bowie to pass this on.

**Action:** Martin Thomas to meet with David Bowie

**Action:** Sam liaise with Rob McGregor to set a workshop date

## **IVEL MEDICAL CENTRE**

13. The Chairman reported that work on this is ongoing. However, re-organisational changes are currently taking place which have affected the progress.

The development of Land East will provide considerably more patients. The first trigger point for the provision of the Health facilities as set by the developer is 650. We understand however that approximately 250 dwellings have been sold at the moment.

**Action:** Chairman to confirm the S106 trigger point figure to the members.

Mr McGregor asked for the BTC loss of storage issue to be decided. The Chairman will ask the Assets Team to discuss this and find suitable storage for BTC to house their heavy equipment.

**Action:** Chairman/Mr McGregor

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**Chairman**

16/10/2013