

MINUTES OF A MEETING OF THE OFF STREET CAR PARKING COMMITTEE HELD ON 6 NOVEMBER 2012 AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD, BIGGLESWADE

Present: Cllr Mrs M Russell (Chair), Cllr Mrs H Ramsay, Cllr D Albone, Cllr G Wilson, Cllr D Lawrence
Rob McGregor – Town Clerk
Louise Wilcox – Deputy Town Clerk

Also present: Cllr I Bond and Cllr B Briars

1. APOLOGIES

Apologies were received from Cllr Mrs W Smith

2. DECLARATION OF INTERESTS

There were no declarations of interest.

3. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

4. MINUTES OF MEETINGS

- a. Members received and approved the minutes of the Off Street Car Parking meeting held on 15 May 2012
- b. Members received and approved the minutes of the Off Street Car Parking meeting held on 14 August 2012

5. MATTERS ARISING

- a. Minutes of the Off Street Car Parking meeting held on 15 May 2012 - none
- b. Minutes of the Off Street Car Parking meeting held on 14 August 2012 - none

6. ITEMS FOR CONSIDERATION

a. Request for Tuesday market rent reduction in January and February 2013

The stall holders who support the Tuesday market have requested a reduction in rent during January and February 2013, as these are very difficult trading months, especially in the current economical climate.

Members **Recommended** a 50% reduction in January and February and that attendance figures for 2012 go to the next meeting of the Off Street Car Park Committee on 12 February 2013.

b. Request from St Andrew's Church - Biggleswade

Correspondence has been received from St Andrew's Church requesting permission to stage their Nativity Tableau and carol singing in the Market Square on Saturday 22 December between 10am and 12.30pm, as in previous years.

Members **Recommended** that this be approved.

c. **Street Cleaning in Biggleswade**

Correspondence was received from a resident of Biggleswade complaining about the lack of street cleaning in the town.

Members **Recommended** that the Town Clerk enter into negotiations with Central Bedfordshire Council on the way forward for street cleaning in Biggleswade and that a written response is sent to the resident of Biggleswade.

d. **Budgets 2013 - 2014**

Members reviewed and considered Committees budgets for 2013 – 2014.

Members discussed the publicity budget, CCTV in Biggleswade and the public toilets in Century House.

Members **Recommended** to the Finance and General Purposes Committee that the publicity budget 4032/106 is split and a budget heading 4032/901 be set up under Central Services; that the Town Clerk writes to Central Bedfordshire Council on the position, current and future of CCTV and if the proposed consultation is still to take place; that the Town Clerk investigate alternatives to the current public toilets in Century House.

e. **Aldi Car Park**

Members considered advice from Town Council Solicitor and C.B.C legal that the signage for parking restrictions in the Aldi North car park is incorrect.

Members **Recommended** that a letter is written to Aldi to inform them that the signage to the car park north of Bonds Lane is incorrect and that copy letters are sent too Spar, Iceland and Lloyds asking for comments.

f. **Market Stalls**

Members considered a request from Sandy Town Council to borrow 15 market stalls for the 2nd December 2012.

Members **Recommended** that the request is approved subject to a letter of understanding from Sandy T.C that any damages caused will be covered by them.

7. **ITEMS FOR INFORMATION**

a. **New Inn Yard**

Cllr Mrs M Russell said that the alleyway is relatively clear, tables and chairs no longer at the front of the premises, but were partially blocking the shop – the agent is chasing this. The Licence has expired and Highways are not renewing.

There is a new Landlady at the pub.

Cllr D Albane asked if this issue could be raised with the new Landlady, and perhaps express Town Council views in a gentle way regarding the matter of the obstructions.

Members asked if the Town Clerk could speak to the Landlady and also mention about the loudspeakers.

b. **Ask Trade Bins**

Rob McGregor has been contacted by ASK and they have now entered into a contract for a 6 day a week collection of rubbish.

c. Hitchin Street

Cllr Mrs M Russell said that within the Hitchin Street improvements an electricity supply will be run down Hitchin Street that can then be utilised for the Christmas lighting and the market.

The enhancement works are due to be finished on time.

The tree that is due to be removed from Hitchin Street will be re-planted in Biggleswade.

d. Biggleswade Christmas Lights

Cllr Mrs M Russell said that the lights are within budget, there will be 3 additional lights and 1 additional tree.

She said that she is not completely happy with the scheme, but more lights can be added in the future. She is slightly disappointed, but does feel that Town Council has made a step forwards within the constraint by limited time available.

Cllr D Lawrence said that investment is needed for future years, not just from revenue budgets.

Cllr Mrs M Russell said that a donation is expected from the Weatherly Centre Trustees, the amount is not confirmed but expected to be less than previous years.

Town Council could ask the Chamber of Trade if they would approach the Carnival Committee.

Cllr D Lawrence asked if LXB could be approached.

Rob McGregor will confirm with the Chamber of Trade that they are talking to the Carnival Committee and businesses on the industrial estate regarding fund raising.

8. PUBLIC OPEN SESSION

There were no items discussed during the public open session.

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.

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.