

**30th June 2020**

To: Town Mayor and all Members of the Biggleswade Joint Committee

Town Councillors:	Cllr Madeline Russell, Councillor M North, Councillor H Ramsay, Councillor M Knight, Councillor R Pullinger, Councillor D Albone
Central Bedfordshire Councillors:	Cllr Steve Watkins (Chairman) Cllr Dr Hayley Whitaker Cllr Mark Foster Cllr Ian Bond
CBC Officers: Other	Sarah Hughes Engagement Manager (Copies to other Town Councillors for information)

## NOTICE OF MEETING

You are hereby summoned to attend a meeting of the **Biggleswade Joint Committee** to be held on Thursday, **9 July 2020** commencing at **2.30pm** via the Virtual Teams platform, the link will be emailed to Committee members.



Philip Truppin  
Acting Clerk

**THIS MEETING MAY  
BE RECORDED\***

## AGENDA

### 1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk.

### 2. DECLARATIONS OF INTEREST

- (i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it.

- (i) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).

**3. PUBLIC OPEN SESSION (3 minutes per person; maximum 15 minutes)**

To adjourn for a period of 15 minutes to allow members of the public to put questions or to address the Committee, through the Chairman, pertaining to items listed on the Agenda. Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each speaker will be allowed (one) **three**-minute slot. Please register for the meeting on the virtual link [https://zoom.us/webinar/register/WN\\\_g...](https://zoom.us/webinar/register/WN\_g...)

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

To receive any matters of communication from the Chairman

**5. MINUTES OF PREVIOUS MEETING**

To receive and approve as a correct record the minutes of the Biggleswade Joint Committee meeting held on 23 January 2020 (**attached**).

**6. S106 – PROJECTS**

To receive an update on 106 commitments for schemes nearing their spend by date.

**7. HIGHWAYS PROJECTS**

To receive an update on Biggleswade

(Update paper to follow)  
(Paul Middleton CBC will join the meeting remotely by 'Teams')

## **8. COMMITTEE OBJECTIVES AND DRAFTWORK PLAN 2020/21**

To receive and consider the Committee objectives and work plan for 2020 – 2021 (**attached**) and request to add the following items

- Adoption of roads on new housing development
- Request for a pelican crossing at dells land
- Taxi rank

## **9. LEISURE FACILITIES STRATEGY UPDATE**

To receive an update on the preparation of the Central Bedfordshire Leisure Facilities Strategy

(Update paper attached)

## **10. POLICE UPDATE**

To receive an update on local crime / ASB issues

## **11 NEIGHBOURHOOD PLAN**

To receive an update on progress to develop a Neighbourhood Plan for Biggleswade.

**Committee Members receive all documentation.  
Papers available to other Councillors upon request.**

*\*Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member, officer or member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session. The use of images or recordings arising from this is not within the Council's control.*

**8<sup>th</sup> July 2020**

To: Town Mayor and all Members of the Biggleswade Joint Committee

Town Councillors: Cllr Madeline Russell, Councillor M North, Councillor H Ramsay, Councillor M Knight, Councillor R Pullinger, Councillor D Albone

Central Bedfordshire Councillors: Cllr Steve Watkins (Chairman), Cllr Dr Hayley Whitaker, Cllr Mark Foster

CBC Officers: Sarah Hughes Engagement Manager

Other (Copies to other Town Councillors for information)

**NOTICE OF MEETING- ADDITIONAL ITEM**

You are hereby summoned to attend a meeting of the **Biggleswade Joint Committee** to be held on Thursday, **9 July 2020** commencing at **2.30pm** via the Virtual Teams platform, the link will be emailed to Committee members.



Philip Truppin  
Acting Clerk

**THIS MEETING MAY  
BE RECORDED\***

**AGENDA**

**1. ELECTION OF CHAIRMAN**

To receive nominations for the office of Chairman of the Biggleswade Joint Committee.

**2. ELECTION OF VICE CHAIRMAN**

To receive nominations for the office of Vice Chairman of the Biggleswade Joint Committee.

**3. WELCOME NEW COUNCILLOR**

To welcome new Councillors to the BJC.

**MINUTES OF THE MEETING OF BIGGLESWADE JOINT COMMITTEE  
HELD IN THE COUNCIL CHAMBER, THE OLD COURT HOUSE, 4  
SAFFRON ROAD, BIGGLESWADE, SG18 8DL ON THURSDAY,  
23<sup>RD</sup> JANUARY 2020**

Present: **BTC:** Councillor M Russell, Councillor H Ramsay, Councillor F Foster.  
**CBC:** Councillor S Watkins (Chairman), Councillor H Whitaker  
**BTC/CBC:** Councillor I Bond

In Attendance: **BTC Office Manager** Mrs K Croft, **CBC Community Engagement:**  
Sarah Hughes, Victoria Smith.  
**CBC Place and Communities** Ingrid Hooley

Members of the **None**  
public:

**1. APOLOGIES**

Cllr M North, Cllr M Foster, Mr G Jones (COT), Cllr T Stock (CBC)

**2. MEMBERS INTERESTS**

- (a) Disclosable Pecuniary Interests in any agenda item – None declared.
- (b) Non-pecuniary interests in any agenda item – None declared.

**3. MINUTES OF MEETINGS**

Members to received and Approved the Minutes of the BJC meeting held on 21<sup>st</sup> November 2019.

**4. MATTERS ARISING**

Matters Arising from the Minutes of BJC meeting held 21st November 2019:

## **a. Item 10 Community Safety**

Cllr Whitaker has been in contact with Nick Masters from Bedfordshire Police regarding anti-social behaviour around the Industrial Estate. Nick Masters made assurances that police presence has been stepped up and he has someone on the case.

Cllr Russell expressed her concern that house break-ins are still happening to widows who live alone and during daylight hours.

## **5. PUBLIC OPEN SESSION**

There were no members of public present.

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

The Chairman Cllr S Watkins reported that grants from the CBC Councillor Grant Scheme had been awarded to the Scouts for general repair of their Mead End premises, a Gymnastics Club for equipment and Biggleswade Youth Football Club for floodlights.

## **7. Housing Infrastructure Fund - Growth and Regeneration**

Members received an update from Ingrid Hooley: A handout was circulated representing where we are in terms of design and delivery of the building programme, including provision of a Secondary School.

It was agreed that a representative from CBC would be invited attend the next meeting to give an update on the Secondary School situation. Costs have been reviewed for delivery of a 1,500 places secondary school, still in line with the current budget.

Cllr Ramsay asked if the plans for the interchange could be made available by June 2020. It was stressed that the residents be able to view and comment on the design.

Concerns were expressed that the infrastructure needs to be in place, including the provision of a GP Surgery.

Ingrid Hooley confirmed that alternative heating sources would be considered for new homes going forward.

## **8. Highways Maintenance**

The Chairman **NOTED** that a representative from CBC had not attended the last three meetings, and no apology had been received. It was felt that a friendly warning was required.

- Cllr F Foster explained that the junction at Chambers Way going onto London Road, needed a roundabout or traffic lights.

- Cllr Russell reported that cars are parking too near the junction on Chambers Way, making it dangerous for cars to approach the junction on the right-hand side of the road. The traffic calming ramps are forcing cars to go head-on to oncoming traffic.

It was **RESOLVED** that CBC Highways will be asked to revisit this urgently.

- **Pedestrian Crossing – Potton Road**

Cllr Russell stated that there is an urgent need for a zebra crossing to be installed on Potton Road, near the Edward Peake School. A young child was recently injured, and a crossing should be put in as a priority.

It was **RESOLVED** to take this request forward to CBC Highways urgently.

## **9. Review of 106 Monies**

Members received an update.

SH confirmed that the earliest uncommitted spend was £3000 for traffic regulation orders. Cllr Russell raised a concern about the Countryside Project Money which all appears to be going to Marston Vale. She would like to see it spent on Biggleswade. Contributions have been made to Healthcare and the Library. Details are available on the website.

SH will explore planned commitments with the relevant officers in BRCC and with Countryside Services.

## **10. Biggleswade Skate Park**

The Chairman provided a short update: -

It was reported that the design is finalised, along with CCTV and lighting. The planning application has been submitted and is currently at the consultation stage ([CB/19/04070/FULL](#)). The closing date for comments is 30 January 2020 with a target determination date of 11 February 2020.

The application also seeks to remove the wooden fence which provides a cover for anti-social behaviour. The new skatepark should be less noisy as it is nestled into the landscape and constructed from concrete which provides a quieter riding surface. A Noise Impact Assessment has been commissioned which will be used to determine whether the fence can be removed.

It is planned that subject to planning approval and favourable weather conditions construction will commence in the Spring with a target completion date of end May 2020.

Members requested to be informed of the exact terms of the lease.

## **11. EXCLUSION OF PRESS AND PUBLIC**

The following resolution will be **moved** that it is advisable in the public interest that the public and press are **excluded** whilst the following exempt item issue is discussed.

No Exempt Items

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Committee **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.

## **12. BJC MEETING DATES 2020/21**

Dates for the next BJC Meetings are: -

16 April 2020 at CBC Chicksands 2pm – 4pm (due to Council meeting)

9 July 2020 at BTC

15 October 2020 at CBC

21 January 2021 at BTC

SH will update the 2020/21 workplan with items for future meetings and circulate for comment.





**Agenda Item No. 8**

REFERENCE	DESCRIPTION
<b>Purpose</b>	<ol style="list-style-type: none"> <li>1. To influence decisions and help shape initiatives and their delivery for the benefit of the whole town taking into account the needs of the town, customers, employees, residents, visitors, traders, property owners and developers.</li> <li>2. To develop and encourage public participation and engagement and take into consideration the resident voice in the work of the Committee</li> </ol>
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Help improve the economic, social, environmental and cultural vitality of the town</li> <li>2. Ensure a partnership and collaborative approach to achieve the delivery of town regeneration, including influencing Section 106 funding received for town improvements and community facilities.</li> <li>3. Opportunities to delegate funding decisions to the Committees should be explored, such as Section 106 received to spend on community facilities.</li> <li>4. The Committee will make decisions on any joint funding allocated to it.</li> <li>5. Influence and help shape strategies / plans that impact on the future viability of the town.</li> <li>6. Provide a forum for briefing Members of the Joint Committee on all key issues affecting the town, at the discretion of the Chairman and Vice Chairman.</li> <li>7. Make recommendations on strategically significant projects to the relevant Council's decision-making committees, including Committees of the Town Council.</li> <li>8. Develop and maintain joint branding of communication, agendas and minutes.</li> </ol>



**Agenda Item No. 8**

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|  | <ol style="list-style-type: none"><li>9. To enable communities to discuss services and influence decisions at the local level as to how these services are delivered</li><li>10. To provide a forum for two-way communication about public service delivery and the implementation and effectiveness of policies affecting the town.</li><li>11. Promote resilience by encouraging communities to do more for themselves and champion local solutions.</li><li>12. Consider the ways in which proposals and initiatives can help to advance equality of opportunity, eliminate discrimination and foster good relations.</li></ol> |
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**Agenda Item No. 8**

**BIGGLESWADE JOINT COMMITTEE  
WORK PLAN 2020-2021**

Meeting 2019/20	Dates	Work Plan 2020-2021
<b>19 March 2.30pm BTC</b>		<ul style="list-style-type: none"> <li>• Highways projects</li> <li>• 20/21 Workplan</li> <li>• Police update – issues and hotspots</li> <li>• Neighbourhood Plan update</li> <li>• S106 -</li> </ul>
<b>16 April 2.30pm CBC</b>		<ul style="list-style-type: none"> <li>• Election of Chairman and Vice Chairman</li> <li>• HIF –Interchange</li> <li>• Skate park – progress</li> <li>• 20/21 Workplan</li> </ul>
<b>9<sup>th</sup> July 2.30pm - BTC</b>		<ul style="list-style-type: none"> <li>• Highways projects</li> <li>• HIF - Update</li> <li>• Parking strategy</li> <li>• Neighbourhood Plan update</li> <li>• Integrated Health and Social Care Hub – update</li> <li>• Schools for the Future – Cluster consultation</li> <li>• Town Centre -</li> <li>• 20/21 Workplan</li> </ul>



**Agenda Item No. 8**

<b>15<sup>th</sup> October</b> <b>2.30pm - CBC</b>	<ul style="list-style-type: none"><li>• Stratton Business Park – annual update</li><li>• HIF update</li><li>• Skate Park</li><li>• 20/21 Workplan</li></ul>
<b>21<sup>st</sup> January BTC</b>	<ul style="list-style-type: none"><li>• Community Grant Schemes- update</li><li>• Highways projects</li><li>• Look back / Look forward- Review</li><li>• 20/21 Workplan</li><li>• 21/22 Workplan</li></ul>

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## UPDATE FOR BIGGLESWADE JOINT COMMITTEE LEISURE STRATEGY

### Purpose of the Leisure Strategy:

Leisure Facilities Strategy is Chapter 1 of the four chapters which comprise the Leisure Strategy. [https://www.centralbedfordshire.gov.uk/info/81/leisure\\_and\\_countryside/437/leisure\\_strategy](https://www.centralbedfordshire.gov.uk/info/81/leisure_and_countryside/437/leisure_strategy)

- Ch1 Leisure Facilities Strategy – indoor sports and leisure centre facilities
- Ch2 Recreational Open Space strategy – open space, amenity, children’s play etc
- Ch3 Playing Pitch Strat – outdoor sports fac
- Ch4 Physical Activity Strat

The first 3 chapters above are facility-based chapters and are / will be adopted as Supplementary Planning Documents to provide the detailed supporting evidence and policy.

Ch4 Physical Activity Strat - programmes related to Public Health priorities. Ch4 is also being reviewed and will be consulted upon with Ch1 (details below)

### Timescale / Current status / Consultation and Engagement

We are in the process of reviewing and updating Chapter 1 which deals with indoor sports and leisure centre facilities. In the following 2 years we will be updating chapters 2 and 3 respectively.

The initial evidence gathering phase has been completed and a facilities assessment report done. From that and the consultation, an issues and options report has been produced and circulated to T/P councils for their comments. This document will help shape the draft strategy.

The next step is for the draft strategy to go to Executive on 7 April for approval for the 8 weeks formal consultation process to begin. The strategy will be made available via a variety of means for feedback through the same system used for the Local Plan consultation.

In addition Ch4 will be consulted on alongside Ch1.

Consultation will begin late April/early May for 8 weeks.

### Adoption,

Feedback will be considered and incorporated into a final strategy which will be presented to Executive in August for adoption.

Following adoption, Ch1 will be used to inform responses to new housing applications and to guide CBC’s investment programme for its leisure centres.



**Contact us...**

by telephone: 0300 300 8XXX

by email: [customers@centralbedfordshire.gov.uk](mailto:customers@centralbedfordshire.gov.uk)

on the web: [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk)

Write to Central Bedfordshire Council, Priory House,  
Monks Walk, Chicksands, Shefford, Bedfordshire SG17 5TQ

