

# **BIGGLESWADE TOWN PLAN STEERING GROUP MEETING**

**Monday 4 January 2010**

**Biggleswade Town Council Chamber 7.30 p.m.**

**Present:** Gerry Lawrence – Chair, Sheila Grayston, Andy Buckley, Eric Stuart, Nicholas Titley, Mike Strange, Doreen Evans, Alan Dansey, Mark Ty-Wharton, Helen Horner, Jemma McLean

**Apologies:** Sam Cauldbeck, Vic brunt, Pamela Bagnell, Peter Orchard, Ian Bond

**Minutes:** E-mailed to members prior to the meeting. Agreed subject to amendment - include Alan Dansey in attendance  
Proposed by Andy Buckley. Seconded by Alan Dansey

**Matters arising:** No matters arising.

**Agenda 5:** No volunteer to take on this role. It was agreed this remain an “open agenda item” until the post is filled. Sheila Grayston to continue to take notes.

**Agenda 6:** Gerry Lawrence reported that the last meeting of Town Centre Partnership was held on 28 October, 2009. Savills had presented draft document for discussion relating to living, working, playing & the environment – this was an internal planning document. Gerry also advised he would be attending another meeting on 9 January, 2010, where the draft document will be refined and take into account some of the work/information from the Town Plan Steering Group. Gerry confirmed the current members of the Town Centre Partnership Group were Cllrs. Ken Matthews, Maurice Jones, David Lawrence, Wendy Smith, Martin Thomas and Sam Cauldbeck.

**Agenda 7:** Apologies had been received from Sam Cauldbeck due to ill health. He had, via e-mail, confirmed an additional £1,000.00 of funding, to aid the work of the Town Plan Steering Group, had been agreed by Central Bedfordshire. This is in addition to the grant of £2,000.00 already approved.

**Agenda 8:** Jemma McLean confirmed that the percentages in the results of the questionnaires had been changed in accordance with the group’s request and they were now more reflective of the responses received. A volunteer at BRCC has been inputting the “free text” from the questionnaires – in particular the questions relating to car parking, traffic flow and safety. BRCC colleagues would act as Facilitators at the Workshop that has been arranged at St.Andrews Rooms on Wednesday, 27 January, 2010. This would run from 9.30 a.m. to noon and the hall had been booked from 8.30 a.m. to 1.00 p.m. Invites had

been sent to all Town Councillors, Beds Police (Ian Wilson), NHS Bedfordshire, Chamber of Trade, Housing Associations, local voluntary organisations, Youth Service plus transport providers – Stage Coach, Herberts, First Capital Connect. It was also suggested invites should be sent to Fen Reeves, Scouts, Rugby Club & Stevenage Leisure Ltd. Jemma agreed to prepare a draft action plan which would be distributed to all attendees.

**Agenda 9:** Jemma thanked members for their help in preparing the recent press release.

It was agreed that Nicholas Titley would give a presentation at the next meeting of the leisure plan submitted by Biggleswade Town Council to Mid Beds D.C. Several members of the group had seen the hard copy but not the visual presentation. It was felt this would be useful to members in regard to the leisure and environment working groups.

A letter of resignation from the Steering Group had been received from Jean Simmons. In view of the considerable contribution Jean has made over the past 18 months she should be thanked but be encouraged to reconsider her letter. It was also agreed that she should be invited to attend the Workshop on 27 January.

**Agenda 10: Date of Next Meeting – MONDAY 1 February 2010  
7.30 p.m at the Town Council Offices**