

# **BIGGLESWADE TOWN PLAN STEERING GROUP MEETING**

**Monday 7 September 2009**

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

**Present:** Gerry Lawrence – Chair, Cllr. Sheila Grayston - Treasurer  
Doreen Evans, Cllr. Rex Skinner, Cllr. Becky Kerfoot, Vic Brunt,  
Alan Dansey, and Jemma McClean – BRCC

**Apologies:** Hazel Ramsey – Secretary, Mike Strange – Data Manager,  
Helen Horner, Pamela Bagnall, Eric Stuart

**Minutes:** E-mailed to members prior to the meeting.  
Proposed by Vic Brunt. Seconded by Doreen Evans.

**Matters arising:** Grant via Central Bedfordshire – first tranche of £800.00  
received and 2 further tranches of £600.00 when questionnaire  
complete and final report is printed.

## **Agenda 5: Chair's Report**

Gerry Lawrence reported that at the recent meeting of Town Centre Master Plan & Strategy the issues of Transport, Parking and Health had been discussed and a Public Consultation is to be held on 12 October (invited people only) with a full public session on 13 October.

**Transport** – another plan to be started with a target completion date of April 2011. Rail station platforms to be extended by 2015, but hopefully earlier, to enable 12 car trains to be used. Bus “lay over” not long enough outside ASDA but Stagecoach are not happy with facility at the Market Square. Stagecoach have also promised to review all bus stops in the town.

**Parking** for commuters/shoppers/employees is a high priority but the re-routing of traffic in Hitchin Street is not probable despite most peoples desire to change it.

It appears that several “small/quick wins” will be put in place as a “seen to be doing”.

**Health** – representative from both Doctors surgeries and Bedford PCT were present. Consultation to be carried out in Spring 2010 – this will be a “guided consultation”. Options for future sites are Saffron Road (current surgery), Chestnut Avenue (current Ambulance Station), Town Council Rail Station Car Park, or Land East of Biggleswade. There is a strong view that a new surgery should be within the town centre area.

**Agenda 6:** Jemma had copied a revised draft questionnaire to all members of the group which had been “tweaked” to include the amendments via feedback from Jodi Slater and Town Councillors. The group then reviewed every category and it's questions and then made final amendments.

- Agenda 7:** The group agreed the printing of the Questionnaire would be done via Kal Kwick at Bedford. Estimate/quote was £1,575.00 but it was agreed the Gerry Lawrence should take “Chair’s action” should there be any variance of cost as the group had included an extra cover page and map.
- Agenda 8: Delivery of questionnaires** – It was agreed the majority would be delivered by Guaranteed Leaflet Distribution on Friday 25 September with a slip asking people to complete on-line or hard copy to be returned via The Library or Town Council Offices. The 10% of questionnaires would be delivered by a local person, recommended by Alan Dansey, with a slip asking people to complete on-line or hard copy to be collected by a member of Steering Group. Vic Brunt offered to draw up a list of 8 areas across the town – total of approx 720 properties. Sheila Grayston offered to co-ordinate the collections.
- Agenda 9: Processing of Data Analysis** – it was agreed that this should be carried out by Warwick Software – as per the quote circulated by Jemma McClean via e-mail dated 20 August. Alan Dansey offered to get a quote from a community group at Broom and Gerry Lawrence was given authority to take a Chair’s action subject to further quote being received.
- Agenda 10: Pre-distribution publicity** – Jemma offered to produce posters, letters to be distributed via Lower & Middle Schools, Alan Dansey to contact via e-mail all community groups, Gerry to liaise with The Chronicle re press article, Sheila had arranged for banner to be erected at Century House, Market Square, flyers to be given out at St.Andrews Country Fayre.
- Agenda 11: Programme Review** – copy of programme issued to all those attending the meeting. It had been programmed that questionnaires would be delivered on Monday 21 September but this would now be Friday 25 September.
- Agenda 12: Any Other Business** – It was agreed that Mike Strange should renew the Website Hosting at a cost of £20.00 for a further 12 month period.
- Agenda 13: Date of Next Meeting** – MONDAY 12 OCTOBER 2009