

# **BIGGLESWADE TOWN PLAN STEERING GROUP MEETING**

**Monday 22 June 2009**

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

**Present:** Gerry Lawrence – Chair, Cllr. Sheila Grayston - Treasurer  
Doreen Evans, Vic Brunt, Pam Bagnall, Jean Simmons, Jemma McClean – BRCC

**Apologies:** Hazel Ramsay – Secretary, Mike Strange, Helen Horner, Ian Bond, Andy Buckley, Cllr. Becky Kerfoot

Gerry Lawrence advised that Mike Strange was unable to attend due to a family bereavement, and requested that members of the group respect his privacy and do not make contact with him or send e-mails till further notice.

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

**Matters arising:** Brief feedback on the presentation by Jemma to Biggleswade Town Assembly Meeting. The group thanked Jemma for the very positive presentation which was supported by both the presentations by Savilles and Green Infrastructure Group;

**Agenda 5:** Town Centre Partnership

Gerry Lawrence reported that Jemma McClean had attended a meeting at Central Bedfordshire and that Jodi Slater (Savilles) had offered to help with the questionnaire and would like to see a draft of questions when they are ready.

**Agenda 6:** Most of the Focus groups had met and were in the process of formulating questions. Draft questions had been submitted to Jemma McClean for Parts 2, 3&4, Part 5 were arranging a second meeting, Part 6 & 12, Part 7&8, Part 9&10. Delay with Part 1 as hoped for participation by Stratton Upper School had not come to fruition – this would now be done via Holmemead Middle School.

The group agreed there should be a deadline for all groups to submit their questions to Jemma by 3 July.

It was also agreed that Andy Buckley be approached to co-ordinate all the questions in a draft format

It was agreed that Jemma would review all questions after deadline of 3 July and then comments would be passed to person(s) co-ordinating the questionnaire.

**Agenda 7/8:** Neither Jodi Slater nor Sam Caldbeck were able to attend the meeting but the group were advised that Savilles were arranging a stand at the Biggleswade Farmers Market on Wed 15 July. There was to be an officers meeting on Friday 26 June where Jemma would ask what input Savilles will make to both the questionnaire and the distribution of it.

**Agenda 9:** No further talks to community groups.

**Agenda 10:** Membership form submitted by Alan Dansey. Members of the group were reminded that all forms need to be returned to Hazel Ramsay – Sec.

**A.O.B.:** Gerry Lawrence advised the group that he was being interviewed on Sunday evening between 5 – 7 p.m. and again on Monday evening between 8 – 9 p.m. about the Biggleswade Town Plan

**Date of next meeting: TUESDAY 21 JULY, 2009 – 7.30 p.m.**

Notes taken by Cllr. Sheila Grayston