

Cheltenham Development Task Force Board Meeting

Item 03/18

Friday 20th October 2017 - 2.00pm – 5:00pm
Pittville Room, Municipal offices, Cheltenham

Open Minutes of meeting

Present: Stephen Clarke (Independent Chair)

Simon Excell
Michael Ratcliffe
Tim Atkins
Rohan Torkildsen
Cllr Andrew McKinlay
Rosalind Andrews
Bernice Thomson
Robert Duncan
Dorian Wragg
Cllr Paul Baker

Other: Jeremy Williamson

Cllr Steve Jordan
Howard Barber

No.	Item	Action
69/17	Apologies: Graham Garbutt, Diane Savory, Jeff Brinley, Joyce Clifford, Cllr Nigel Moor, Cllr Tim Harman, Scott Tompkins, Fraser Reid, Mark Sheldon, Tracey Crews, Scott Tompkins, Cllr Vernon Smith, Mark Parker & David Roberts	
	Congratulations given to Rosalind Andrews now a partner at Harrison Clark Rickerbys and Dorian Wragg as Commercial partner at Bruton Knowles.	
70/17	Declarations of Interest: SE confirmed declaration of interest as sponsor of growth fund projects managed by the LEP; also interest in relation to the TRO issues.	
71/17	Minutes of previous meeting 14/07/17 <ul style="list-style-type: none">Open minutes – issues of accuracy: none Approved as an accurate record.	
72/17	Action Matrix and Matters Arising – no items noted.	
73/17	Confirmation of confidentiality of items Agreed as proposed - held as confidential commercial items. West Cheltenham item covered by slides not attachment as stated.	
	Matters for information	

<p>74/17</p>	<p>Wider matters:</p> <ul style="list-style-type: none"> • Cheltenham BID update CBC spent £38,400 on Christmas Lights for 2016 but maintenance issues meant putting in place a general improvement process. A 3 year contract was agreed with the BID to put in new lights for 2017/18 in readiness for the John Lewis Partnership opening so improvements should be seen on last year decorations. <p>A first year annual review had taken place with local businesses. The general mood was of the BID being successful, though questions raised about car parking. Following a recent commercial agents meeting, work was also in progress around developing a better sales pitch for Cheltenham identifying future growth potential – housing & employment land. Meanwhile various events had been scheduled for the town centre.</p> <p>Cllr PB raised a query about BID representation at the TF – currently the Leader and TAtkins.</p>	
	<ul style="list-style-type: none"> • Joint Core Strategy & Cheltenham Local Plan A copy of the Inspector’s final report had been circulated internally for checking. Comments on factual issues were as anticipated so it was hoped formal adoption of the JCS would take place shortly after publication of feedback in November. CBC as last of the 3 Councils was scheduled to consider adoption at Council on 11th December 2017; this would be followed by a 6 week judicial review period. Cllr AMcK stated the aim was for the Local Plan to dovetail into the JCS so adoption at the earliest opportunity was key to managing non-strategic sites within Cheltenham. 	
	<ul style="list-style-type: none"> • Growth Fund 3 JW reported a £5.049 underspend and an opportunity to re-bid for projects. The 8 schemes unsuccessful at GD3 would be prioritised but exceptional bids beyond this would be considered. GWR planning to submit a bid for Cheltenham Spa ticket office / passenger facility enhancement monies (lost due to Hendy report on electrification cost over-runs). JW & Leader working with GWR on bid to be submitted by 10th November. Noted that Gloucester south-west bypass (northern end) was anticipated to be another exceptional bid. 	
	<ul style="list-style-type: none"> • J10, A46 SE confirmed GCC had submitted an expression of interest as part of a HIF bid. J10 was part of the bid plus possible road links relating to the West Cheltenham allocation. The Leader raised concern about Highways England only agreeing to support a scheme for J10 if smart motorways incorporated at a cost of £250m; thereby challenging viability. However, Highways England now supportive of J10 so the JCS and other authorities trying to address via DfT RIS2 (Road Investment Strategy) process, as a more appropriate funding route; this would make it a national rather than local target. A second priority was J9/A46. Government feedback not anticipated until 2018. JW reported that Midlands Connect were progressing an A46 study, from J9 to Leicestershire. 	

	Matters for consideration	
75/17	<p>Cheltenham Transport Plan SE provided a resume of the circulated update from FReid.</p> <p>Phase 2 – Imperial Square North Now in place & being monitored. No significant problems to report apart from the Regent Arcade queuing issue, which was being addressed. A solution had been agreed by radar triggering the pedestrian crossing lights in Oriel Road; allowing traffic to clear. Regent Arcade pleased with the proposal so GCC will implement and monitor impact.</p> <p>Phase 3 – Royal Well Detailed design in progress for 2018 start ahead of The Festival.</p> <p>Phase 4 - Boots Corner Experiment of options for trial in progress for start in June 2018.</p> <p>Cllr PB's queried Phase 3 works being permanent if Phase 4 proved to be unsuccessful. SE explained that displacement of traffic was a key element to both phases, and monitoring would take place over 18 months after which that decision would have to be taken.</p> <p>Signage relating to Phase 4 and the closure of Boots Corner to through traffic would be instigated long before the implementation. SE was confident the transport modelling carried out would determine where traffic dispersal measures needed to go. An 11% reduction in cars was needed to ensure the road network works efficiently so a cultural shift around modes of transport being used locally was crucial. Recent evidence of offices with zero parking with a positive uptake suggested that the modal shift message was working.</p>	SE
76/17	<p>Minster Alleyways project HBarber noted that community engagement and consultation work already carried out, but issues with staffing resource had stalled the project. This is now resolved enabling progress to detailed design, and a contract package to be let next year.</p> <p>Planning Application received for Chelt House covering both building and external space, but currently with developer awaiting revised proposal suitable for space within Minster grounds. Both CBC Planning and the Minster will need to approve the design that aims to support and manage the activities happening within that space.</p>	
77/17	<p>Cheltenham Spa station JW talked to the paper previously circulated confirming an Autumn 2017 start date for the extended platform works. Comments from the on-going consultation would be fed back into the £1.5m LEP funding process.</p>	

	<p>Bund works for the revised car park scheduled to commence in early 2018 so would impact upon the Festival. Several other work strands would have to run concurrently in order to achieve the target completion date of 2019.</p> <p>If additional funding to deliver the ticket office was secured this would improve constraints relating to building works but unavoidable parking constraints for buses during construction of the forecourt & car park would require implementation of temporary TROs by the County's parking team.</p> <p>RD highlighted the need for GCC to clarify what the objective had been for putting on-road parking restrictions in place around that area and whether those objectives had been met? His concern was that the impact could result in a reduced number of people travelling by train. SE agreed to confirm objectives and impacts.</p>	SE
78/17	<p>Lower High Street update In addition to the headline document circulated in advance, BT gave a presentation prepared for a stakeholder meeting the previous week attended primarily by local businesses. Key items highlighted were:</p> <p>Pocket Parks – now installed; ready for planting. Good partnership working though longer to deliver than anticipated.</p> <p>Phone boxes on St George's Square - remains a challenge; although several possible schemes being considered for the toilet block cannot be determined until BT remove the phone boxes. Cllr PB felt one option should be to remove the toilet block – a one-off opportunity to create an attractive approach coming down High Street. MR supported Cllr PB's view and BT felt it should be an option. JW highlighted meeting the requirements of 'changing places' for those with disabilities so precluded removal as one of few places that met that need.</p> <p>Alleyway gates – awaiting Legal sign-off of Public Space Protection Order.</p> <p>Winston Churchill gardens, planting & area enhancement – looking to paint walls along Poole Way next year – following on from this year's Paint Festival, and the council's conservation officer has suggested the art should reflect the history of the area.</p> <p>High Street - street lighting being improved next August as part of a larger roll-out plan. Shuttered shops being improved; one being opened into retail unit with 12 apartments now in for planning approval. The old bingo hall had received planning permission but the mobile phone mast contract runs until April 2018 so development delayed. The property on the corner of Devonshire Street has been improved and now has a mural on the side wall from the local Paint Festival. A challenge was the prices and monthly rental costs which were pushing the affordability levels for many. Next year looking to paint utility boxes.</p>	

	<p>Parking – still a significant issue and awaiting an evaluation of the new parking scheme in Lower High Street by GCC. The information provided in response to a recent Fol request confirmed 27 parking tickets had been issued for parking on double-yellow lines between April and June 2017 and a further 3 tickets for parking on zig-zags. 180 enforcement officers visits recorded but 123 of these had been for less than 5 minutes; only 8 for 30 minutes. SE agreed to investigate what additional resource could be provided particularly at the Ambrose Street junction which regularly caused problems for bus services.</p> <p>Community – Gloucestershire University History Department had delivered a positive project. This will be exhibited in Chapel Arts in November.</p> <p>Street drinking – aim to gather evidence to put a Cumulative Impact Policy in place to prevent any further premises being licensed to sell alcohol in that area.</p> <p>Other - Local people had been requesting a street festival so 3 task and finish groups had been set up including representatives from the Police & Parking Enforcement.</p>	<p>SE</p>
<p>79/17</p>	<p>Communications sub-group The meeting on 05/10/17 had been cancelled as editor had lost his post due to Echo moving to weekly format. JW had met the new Senior Editor Rachael Sugden who is keen for the sub-group to be reinstated. Conversations had taken place between the BID, CBC & Marketing Cheltenham about holding a single communications meeting to make better use of resource at the Echo/Trinity Mirror.</p> <p>JW felt there was benefit in the Transport Plan works being moved into 2018 but stressed the need to keep the campaign going and help provide support where possible. BT suggested extending information beyond the Echo using social media.</p> <p>JW circulated draft quarterly update and asked for any comments by the following week. Agreed to include information from Lower High Street presentation.</p> <p>As a further conduit for the newsletter TA felt it could be directed at Glos Live and other media contacts.</p>	<p>BT/All</p>
<p>80/17</p>	<p>Any Other Business – none reported.</p>	
	<p>Future meeting dates To confirm date & time of next meetings Friday 19th January 2018 Friday 20th April 2018 Friday 6th July 2018 Friday 19th October 2018 All 2:00pm at the Municipal Offices, Cheltenham</p>	