

# Minutes

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## **Business and Town Centres Committee Monday, 23rd February, 2015**

### **Attendance**

Cllr Kendall (Chair)	Cllr Quirk
Cllr Keeble (Vice-Chair)	Cllr Reed
Cllr Hossack	Cllr Russell
Cllr Mrs Murphy	Cllr Ms Sanders
Cllr Newberry	Cllr Sapwell

### **Also Present**

Cllr Baker  
Cllr Mynott

### **Officers Present**

Gordon Glenday	Head of Planning and Development
Anne Knight	Economic Development Manager
Roy Ormsby	Head of Street Scene
Chris Potter	Monitoring Officer & Head of Support Services
Elaine Richardson	Town Centre Development Co-ordinator
Jean Sharp	Governance and Member Support Officer

### **460. Apologies for Absence**

No apologies for absence were received.

### **461. Minutes of the previous meeting**

The minutes of the Business and Town Centres Committee meeting held on 16 December 2014 were approved and signed by the Chair as a correct record.

### **462. Chair's Verbal Update**

Cllr Kendall provided an update on:

- **Brentwood Business Directory**, advising Members that the first phase had been developed. A Task and Finish Group met on 3.2.15

assess the progress so far and consider next steps for the future development of the Directory and a report would be presented at the March Committee meeting to outline options. The Chair thanked Cllr Keeble for leading the T and F Group.

- **Brentwood for Growth:** It was proposed that Corporate Relationship Meetings would be arranged between the Council and Brentwood for Growth members to re-establish relationships and identify any key issues/areas where the Council could assist.
- **Crossrail:** Members were advised that Crossrail had moved into the Friars Avenue car park and work had started on the construction phase. Posters had been distributed to local businesses informing people of the changes to parking after 1.5.15. Further work was being undertaken to secure parking for season ticket holders and discussions were being held with land owners to identify alternative options.
- **Teenage Markets:** Members noted that a date had not yet been set for the first Teenage Market in Brentwood due to the ill health of the market operator who was to lead on this project.
- **Artists Studios:** Members were reminded that the Committee had agreed to contract ACAVA, however the Baytree Centre management had now decided not to offer a unit for the project. A suitable unit was therefore sought and Members were requested to advise officers of any suggestions of empty units or disused buildings with a minimum of 2500sq feet which might be suitable. ACAVA's contract was extendable to accommodate the ongoing search for the location.

Artists and community groups attended a consultation event about the project on 9.2.15 and there were now 29 artists interested as well as 5 community groups and Havering College.

#### **463. Night Time Parking**

Members were reminded that, at the 16.7.14 meeting of the Business & Town Centre Committee, it was resolved that the Council would introduce a £2.00 charge for parking between 7pm and 6am Monday to Sunday for a trial period and that a report would be brought back to the Committee on 23.2.15 with the outcome of the trial.

The trial period commenced on 20.10.14, and was introduced in the following car parks; Chatham Way, William Hunter Way, Friars Avenue and Hunters Avenue.

Throughout the trial period officers monitored the income and any official comments/complaints that had been made. To date there had been no official complaints to the introduction of this charge.

The trial period had shown a positive impact on income, and it was estimated that an additional £60,000 would be added to the 2015/16 budget.

As noted in the report of 16.7.14, it was the intention of the Council to use any additional income in a positive way to reduce other fees. It was therefore proposed that the additional income from night time parking be used to reduce the full day parking charge, which was proposed to reduce from £10.50 down to £8.00.

Further charges were proposed which would assist local part-time workers on a low income. It was proposed that Westbury Road car park would become available to those workers on a Saturday, but to ensure that any changes were at nil cost to the Council, payment would be required through the pay-by-phone system. A weekly pay-by-phone rate was also proposed to be introduced in William Hunter Way, with a Monday to Friday charge of £30.00.

**Cllr Kendall MOVED and Cllr Keeble SECONDED the recommendations in the report and following a full discussion a recorded vote was requested in accordance with Rule 9.5 of the Council's Procedure Rules. Members voted as follows:**

**FOR: Cllrs Keeble, Kendall, Newberry, Quirk and Sapwell (5)**

**AGAINST: Cllrs Hossack, Mrs Murphy, Reed, Russell and Ms Sanders (5)**

**The Chair exercised his casting vote and the MOTION was CARRIED. It was therefore RESOLVED that:**

- 1. Members agree to retain the £2.00 evening charge in Chatham Way and William Hunter Way.**
- 2. Members agree to retain the evening charge in Friars Avenue and Hunter Avenue until 1st April 2015, and reintroduce this on completion of the Crossrail project in Shenfield.**
- 3. Members agree to introduce a £30.00 weekly charge in William Hunter Way through the pay by phone system only.**
- 4. Members agree to introduce a Saturday workers fee in Westbury Road car park of £4.00, which must be paid through the pay-byphone system.**
- 5. Members approve the reduction in the all day parking fee from £10.50 to £8.00**
- 6. Members agree that Officers commence the process of making the alterations to the off street parking places consolidation order 2012 to reflect the changes.**
- 7. Members agree to introduce the standard parking charges to the Town Hall visitor car park, and that this is included within the off street parking places consolidation order 2012.**
- 8. Members agree to establish a cross party working group to develop a long-term Car Parking Strategy for the Borough.**

**464. Brentwood Borough Renaissance Group Work Plan Update**

The report before Members provided an update on the Brentwood Borough Renaissance Group 2014/15 Workplan and Budget following agreement of the Annual Workplan at the 16.7.14 Business and Town Centres Committee meeting. Further updates were provided by officers and Mr Othen, Chair of the Renaissance Group.

**Cllr Kendall MOVED and Cllr Keeble SECONDED the recommendation in the report. Following a full discussion a vote was taken on a show of hands and it was RESOLVED UNANIMOUSLY that Members agree the updated Brentwood Borough Renaissance Group 2014/15 Workplan (Appendix A) and note the progress made on projects.**

**465. Economic Development Update Report**

The report before Members provided an update on the Low Carbon Grants for Business, Future Business Support Events and the Economic Development Graduate Internship.

**Cllr Kendall MOVED and Cllr Keeble SECONDED the recommendation in the report. Following a discussion a vote was taken on a show of hands and it was RESOLVED UNANIMOUSLY that the report and the progress made on key initiatives be noted.**

**466. Urgent Business**

There were no items of urgent business.