

**PRINCES RISBOROUGH TOWN COUNCIL
A MEETING OF THE TOWN COUNCIL WILL BE HELD ON
TUESDAY 29th MAY 2012 7.15PM
IN THE CHAPTER HOUSE, ST MARY'S CHURCH, PRINCES RISBOROUGH**

AND YOU ARE SUMMONED TO ATTEND

AGENDA

Public Forum – The first ten minutes are available for the public to express a view or ask a question on relevant Town matters on the following Agenda.

The public are welcome to stay and observe the rest of the meeting.

1. Election of Chairman/ Town Mayor
2. To receive the Chairman's declaration of acceptance of office
3. Election of Vice Chairman/Mayor
4. Election of Chairman of Finance
5. Apologies for Absence
6. Acceptance of Minutes of Previous Meeting held on the 24th April 2012
7. Declarations of Interest.
Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.
8. To receive a report from Thames Valley Police.
9. To receive a report from BCC - Cllr C Etholen, on matters concerning Princes Risborough including an update on Culverton Hill
10. Matters Arising from minutes of the previous meeting dated 27th March – not otherwise on the agenda.
11. Committee Chairmen to receive questions from the members in respect of recent Minutes.
12. To discuss and decide on the responses to correspondence received at the Town Council.
13. To appoint representatives to outside bodies
14. To discuss and decide on the date for the Annual Town Meeting
15. To discuss and decide on the recommendation from the Finance Committee to approve the 2011/2012 audit and governance statement.
16. To discuss and decide on moving the Town Council office to the Princes Risborough Centre.
17. To discuss and decide on any action to be taken with regard to the four new trees planted in the Monks Risborough lay-by (Cllr Streule).
18. To discuss and decide on PRTC response to planning applications 12/06026/CAC and 12/06003/FUL -- the demolition and development of the PO bldg on Bell Street (Cllr Streule)
19. To discuss and decide upon an independent review of the office staff salaries.(Cllr Turner)
20. To discuss and decide on the provider for the Town Council Insurance policy for 2012/2013.
21. To discuss and decide on the adoption of the Data Protection Policy previously circulated to the members.
22. To receive an update on the progress of the Maintenance Team (Cllr Coombs)
23. To discuss and decide on the remit for the Town Committee. (Cllr Coombs)
24. To discuss and decide on viring the budgets from Parks/Garden and Maintenance to a new budget under the Town Committee. (Cllr Coombs)
25. To discuss and decide on viring £565 from reserves to the Public Relations budget for the RAF Freedom Parade. (Cllr Coombs)
26. To discuss and decide on the final draft for the SMG Wildlife meadow noticeboard or to refund the grant received for this project.
27. To discuss and decide on the town signage for Monks Risborough (Cllr Hall).
28. To discuss and decide on a request from the car booters to place a bench in memory of Rita Woodward in Wades Park (Cllr W Woolf)
29. To discuss and decide on sending a letter of congratulations to the Queen on her 60th Diamond Jubilee.
30. To discuss and decide on signing the licence to assign and charge the premises known as Health Clinic, Wades Park, Stratton Road, Princes Risborough as per Town Council decision 13/12 (3)
31. To discuss and decide on agreement of the costs involved to transfer the land as per Town Council resolution 28/11 (12) (Cllr A Turner)
32. To receive an update on the proposed Community Building project (Cllr Coombs).

33. To received an update on the history of Risborough plaque outside St Mary's Church. (Cllr Streule)

34. Date of Next meeting.

To pass a resolution to exclude the public and press in accordance with Section (12) of the Public Bodies (Admission to Meetings) Act 1960

Susanne Griffiths

Clerk to the Town Council
23rd May 2012