

**PRINCES RISBOROUGH TOWN COUNCIL
A MEETING OF THE PUBLIC RELATIONS COMMITTEE WILL BE HELD
ON TUESDAY 19TH JULY 2016 AT 6.30PM
IN PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH**

AGENDA

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

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

1. Election of Chairman of the P/R Committee
2. Welcome and Apologies for Absence.
3. Acceptance of Minutes of Previous Minutes of the P/R Committee held on 16th May 2016
4. 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.
5. Election of Vice Chairman of the P/R Committee
6. To discuss and decide on the responses to correspondence relating to P/R Committee matters received at the Town Council
7. To discuss and decide on means of publicity of the refurbishment of the Market House. (Cllr Walsh)
8. To discuss and decide on ideas on how to utilise the Market House once the refurbishment work is completed.
9. To discuss and decide on providing support to the Chiltern Society for the maintenance of the Whiteleaf Cross.
10. Agenda items for next meeting.
11. Date of next meeting.

S Griffiths

**Susanne Griffiths
Clerk to the Town Council
14th July 2016**

PR Correspondence July 16

Agenda Item No. 6

In my capacity as the Chiltern Society's liaison point with Historic England (with whom the Whiteleaf Cross is listed) I am writing to thank you very much for drawing our attention to the opportunity provided by the spoil from the construction site on the Cadsden Road. We are very keen to take advantage of this, and indeed to work with the Princes Risborough community to make this happen.

Our contact at Historic England (whose agreement we need for restoration works on the Cross) is looking into the feasibility of using the chalk spoil and will get back to us quickly.

Once again many thanks for this suggestion and we will be in touch again as soon as we hear further.

Agenda Item No. 6

Comments: Can writers in Crosstalk please use plain English. I refer you to John Coombs 'Town Matters' in the current issue. He talks about '...a depletion of luminance...' In relation to Wades Park. Think of the audience you are writing for please.

**PUBLIC RELATIONS
PRINCES RISBOROUGH TOWN COUNCIL
DRAFT MINUTES OF THE PUBLIC RELATIONS COMMITTEE HELD ON
MONDAY 16th MAY 2016
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Cllr Walsh (Acting Chair)
Cllr I McLauchlan, Cllr Churchill, Cllr Ball and Cllr West,
and Kirsty Pope (Deputy Clerk)

1. WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received from Cllr Coombs and Cllr Turner.

2. MINUTES

The Minutes of the previous Meeting having been circulated were approved by the Meeting and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration.

4. CORRESPONDENCE

Email from resident regarding a Crosstalk article

Comments noted.

5. TO DISCUSS AND DECIDE ON PRODUCING CROSSTALK 61

All present agreed that an issue should be ready for distribution w/c 20th June to coincide with the Festival.

The following content was agreed in addition to the regular committee updates: local plan update, BCC Parking Review update, Market House update, Citizen Awards, tribute to Cllr Woolf, Risborough in Bloom, Kop Hill, Princes Centre update and possibly an advert for a councillor depending on the response from WDC following the councillor vacancy notice. The Deputy Clerk is requested to start the production of this issue. **KP COMPLETE**

6. TO DISCUSS AND DECIDE ON THE ARTWORK FOR THE OLD BLACK PRINCE SIGNAGE.

The members like the concept of the previously circulated design but felt that the wording on the photo may not be visible enough. The Deputy Clerk was asked to re-circulate the design with a solid black footer with the words "Welcome to Risborough". **COMPLETE KP**

7. REQUESTING PROGRESS REPORTS FROM SUCCESSFUL GRANT APPLICANTS

Cllr Walsh proposed that as part of creating some good publicity for both the Town Council and grant recipients, a letter should be generated and sent to all organisations asking for a progress report together with any relevant photos.

It was also suggested by Cllr McLauchlan for the Town Council website to be updated to show who has received a grant from the Town Council. All present agreed. O/S **KP/JM**

8. COUNCILLORS & OFFICERS WEARING LANYARDS FOR TOWN COUNCIL EVENTS

Cllr Walsh suggested the idea of councillors and officers wearing lanyards at Town Council events. Cllr McLauchlan was concerned that this was an expense that is not necessarily justified. It was therefore agreed for the office to investigate costs and to report back at the next meeting. O/S **JM**

Cllr Wilkins arrived at 6.57pm.

9. AGENDA ITEMS FOR NEXT MEETING.

TBA

10. DATE OF NEXT MEETING

The next meeting of the Committee is TBA.

There being no further business to discuss, the meeting closed at 7.00pm

Chairman Date