

**PRINCES RISBOROUGH TOWN COUNCIL
A MEETING OF THE TOWN COMMITTEE WILL BE HELD ON
TUESDAY 12th APRIL 2016 AT 7.00 PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, 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 matters on the following Agenda. The public are welcome to stay and observe the rest of the meeting.

1. Welcome & Apologies for absence.
2. Acceptance of Minutes of Previous Minutes of the Town Committee held on 8th March 2016
3. Declarations of Interest (Members are asked to declare any personal interest which they may have in any of the items under consideration at this meeting).
4. To receive a report from Phil Ogle Oxley Conservation on the refurbishment of the Market House
5. Matters arising from minutes of the previous meeting of 8th March 2016 not otherwise on the agenda.
6. To discuss and decide on actions to be taken concerning Town Matters including Risk Assessment report.
7. To receive a report from the Lighting Working Group, including Risk Assessment report, and decide on any actions.
8. To receive a report from the Stratton Memorial Garden Working Group, including Risk Assessment report, and decide on any actions.
9. To receive a report from the Parks Working Group, including Risk Assessment report, and decide on any actions.
10. Invoices for confirmation.
11. To discuss and decide on the responses to correspondence relating to Town Committee matters received at the Town Council.(Appendix 1)
12. To receive a report from the following Working Groups:
 - a. Market House
 - b. Devolved Services
13. To discuss & decide on carrying out a public consultation for the new park equipment in the Crescent Park.
14. Agenda items for next meeting.
15. Date of next meeting.
16. To pass a resolution to exclude the public and press in accordance with Section (12) of the Public Bodies (Admission to Meetings) Act 1960 to decide on the following:-
 1. The preferred supplier for 5 LED lanterns to existing lighting columns and 5 Led lanterns to existing pole mounted brackets
 2. The preferred supplier for the repair of the play equipment listed in the Risk Assessment as priority 1 requiring urgent attention.



Susanne Griffiths Clerk to the Town Council

6th April 2016

**DRAFT TOWN COMMITTEE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 8th MARCH 2016 AT 7.00PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Chairman: Cllr J Coombs

Cllrs I McLauchlan, P Summerbell, K Wilkins, A Ball, A Turner D Roper & M Walsh
Deputy Clerk to the Town Council- Kirsty Pope.

1. WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr M West, Cllr Rolfe, Cllr Churchill & Cllr Woolf.

2. MINUTES

The minutes of the previous meeting of the Town Committee on 9th February 2016, having been previously circulated, were approved by the Meeting and were signed by the Chairman.

3. DECLARATIONS OF INTEREST

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

4. MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING OF 9th FEBRUARY 2016 NOT OTHERWISE ON THE AGENDA.

Nothing raised.

5. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

Cllr Hall raised concerns about certain verges in the town that have been damaged by heavy goods vehicles. The office is requested to report the following verges to BCC; verge by 1a Fairway and 22 The Crescent. The verge on the junction of Beech Road / Ash Road should be reported to Red Kite.

The office is to chase up the repair of the damaged road sign on the corner of Duke Street and the TSB bank. KP

6. A REPORT FROM THE LIGHTING WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECIDE ON ANY ACTIONS.

There were no priority items in the Risk Assessment Report.

Cllr Hall advised that the street lights along Stratton Road by the Mount Car park are all out. The office is requested to notify SEC of this. In addition the light near the British School is not working (telegraph pole). JM

7. A REPORT FROM THE STRATTON MEMORIAL GARDEN WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECIDE ON ANY ACTIONS.

There were no priority items in the Risk assessment Report. Cllr McLauchlan advised that the SMG gate timer is slightly out. The office is requested to ask the maintenance team to look at this. KP

8. A REPORT FROM THE PARKS WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECIDE ON ANY ACTIONS.

There were no priority items in the Risk assessment Report.

Wades Park

There were no priority items in the Risk assessment Report.

Cllr Hall expressed his concern with the lighting along the access road, following the installation of the fencing. Cllr Coombs agreed to investigate potential options. The office is requested to investigate if lighting is permitted as per the current planning application. SG/KP

St Dunstan's Park

There were no priority items in the Risk assessment Report.

The Crescent Park

There were no priority items in the Risk assessment Report. One of the new tree has been pushed over.

Earle Mitchell Park

There were no priority items in the Risk assessment Report.

King George V Park

There were no priority items in the Risk assessment Report.

9. INVOICES FOR CONFIRMATION

Payment was agreed for the following invoices:

Supplier	Nett	VAT	Total
Town Fenland Leisure Products – cradle swing seat	132.25	26.45	158.70
Town RT Machinery Ltd –Led Beacon Mower	33.25	6.65	39.90
Town Blanchford Building Supplies – sand & cement re bench	66.45	13.29	79.74
Town Briants of Risborough Ltd – hooks/belts	7.88	1.58	9.46
Town Briants of Risborough Ltd – gloves/postcrete	22.33	4.47	26.80
Town SSE Contracting Ltd – new led lantern col 291 Stratton Road	556.31	111.26	667.57
Town Thames & Chiltern in Bloom 2016 – entry fee	125.00		125.00
Town TBS Hygiene –dog waste collection Dec 2015	316.80	63.36	380.16
Town TBS Hygiene – dog waste collection Jan 2016	396.00	79.20	475.20
Town Rigby Taylor –wild flower seeds	189.48	37.90	227.38
Town Briants of Risborough Ltd –brushcutter	532.50	106.50	639.00
Town Briants of Risborough Ltd – service and parts Hayter mower	125.25	25.05	150.30
Town Briants of Risborough Ltd- service and parts Toro Turf Master	126.42	25.28	151.70
Town Briants of Risborough Ltd –service and parts strimmer	92.00	18.38	110.38
Town Briants of Risborough Ltd- service and parts strimmer	205.31	41.05	246.36
Town EON- elec at SMG	47.05	2.35	49.40
Town 3 Mobile- Mt mobiles	25.31	5.06	30.36
Town DS 3 Mobile – Mt mobiles	10.00	2.00	12.00
Town DS Esso – MT fuel	58.88	11.77	70.65
Town Fulton Network Ltd –Mt vehicle	291.99	58.40	350.39
Town Southern Electric – Street Lighting energy cost	1607.00	315.73	1922.73
Town DS Lex Autolease – Berlingo – Mt vehicle	198.60	39.72	238.32

10. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COUNCIL

Letter from Lightfoots Solicitors dated 1st February 2016 (received 26 Feb) regarding ownership of a flowerbed outside The Old White Lion, Bell Street.

The office is requested to write to Lightfoots Solicitors to confirm that this area of land is under the ownership of their client and the Town Council were purely maintaining the area for cosmetic reasons. **All present agreed. KP**

Email from Circus Ginnett dated 19th February 2016 requesting visit to KGV from 29th April to 2nd May 2016.

All present agreed to the request. The office is requested to send the relevant forms and fee information. **CP**

Email from resident dated 23rd February 2016 requesting permission to carry out metal detecting in the parks and any other possible areas.

All present agreed that this no metal detecting is allowed on any Town Council owned land or areas of land under the control of the Town Council. The office is requested to write to the resident to confirm. **KP**

Email received 24th February 2016 from Risborough Good Neighbours inviting members to their AGM on Tuesday 22nd March 2016 at 7.30pm

Due to a conflicting meeting, the members will be unable to attend. The office is requested to thank the RGN for their invite and congratulate them on celebrating 30 years of operation. **CP**

Letter from the Tower Mint giving details of HM Queen Elizabeth II 90th Birthday commemorative medal for Schools and Councils.

Comments noted

Email from Elim Church asking if the Town Council wishes to be involved in their Good Friday Walk of Witness at 11am.

The members agreed that they would try to allocate a member to attend this event. The office is requested to write to the Elim Church to advise. **CP**

Details of 2016 Best Kept Village Competition.

All present agreed not to enter this year and to focus on Britain in Bloom.

11. A REPORT FROM THE FOLLOWING WORKING GROUPS:

- a) MARKET HOUSE – Cllr Walsh confirmed that £30,000 CIL money has been approved at WDC cabinet.
- b) DEVOLVED SERVICES – Cllr Walsh confirmed that the first grass cut in the Town has commenced.

12. ON APPROVING A PUBLIC WORKS LOAN BOARD APPLICATION FOR A LOAN FOR THE MARKET HOUSE REFURBISHMENT.

Cllr Walsh proposed that a recommendation is made from the Town Committee to the Town Council that a public works loan application is made for £100,000. Seconded by Cllr Iain McLauchlan, all present agreed.

14. AGENDA ITEMS FOR NEXT MEETING.

To be confirmed.

15. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 12th April 2016 at 7.00 pm and **will** be held at the Princes Centre, Clifford Road, Princes Risborough.

16. TO PASS A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION (12) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 to discuss quotes for summer hanging baskets.

All present agreed.

There being no further business the meeting closed at 7.35pm

Chairman..... Date

Agenda Item No 11

As the recently appointed chairman of the road safety sub committee of the local Risborough NAG (Chair Nathan Davis) I am anxious to gain a fuller understanding of the towns total Speedwatch resources and would therefore be grateful for clarification on the following:

- What Speedwatch (VAS) equipment is owned by the TC and/or Bucks County Council (BCC)
- When were they purchased
- Are there any specifications (instructions) for operating the equipment (not critical)
- Are they on the TC asset register and therefore have a book value (in case of an insurance claim)
- Can they continue to be owned and insured for loss by the TC - but managed, maintained and operated by the NAG
- Is there any likelihood of the TC/BCC being in a position to upgrade this equipment in the future
- How could any repairs required be managed and paid for (the NAG has a minimal budget)
- Are volunteers covered by TC insurance even if operating without supervision from Thames Valley Police (TVP) as they do in the Hughenden Valley NAG

Agenda Item No 11

1. Station Road shrubs: can the maintenance team schedule the pruning of dogwoods, Buddleia and Elders on the grass verges of Station Road? The dogwoods (opposite 31 and 33) will obscure drivers views from the Fairway junction and encroach into the pavement if left unchecked; The Buddleia and Elders (opposite 51 and 53) will also become large and obtrusive (potentially choking a new tree that has been rather oddly planted out of line with existing line of cherry trees) if not cut hard back (as in previous years); also the Buddleia under a tree opposite the exit of Blanchfords needs cutting back hard.
2. 10 Station Road: the homeowner has installed wooden posts to protect the highways verge outside his property – BCC have, I believe, sent an enforcement notice for these to be removed as they pose a health and safety hazard (as well as looking very odd within the open verges of Station Rd). These have not been removed and, rather ironically, the homeowner regularly parks his vehicles on the verge outside neighbouring properties! Can this be followed up?
3. Can the TC request a waste bin at or near Horsenden Bridge (at jctn of Shootacre and Picts Lane) – a popular junction for walkers and dog walkers with no waste facility anywhere nearby. There are 3 bins on the very short stretch of Icknield Way between Culverton Crossroad and Shootacre Lane, perhaps one of these can be relocated.
4. Whilst the new 'compound' at Wades Park will be very useful and looks significantly better since a higher fence has been installed, the pavement along its front is a big disappointment. This was relaid only 18 months ago and the contractor laid the dark and light paving slabs in an alternate checkerboard pattern. With the recent groundworks these paving slabs have not been relaid correctly and what was an improvement and welcome detail no longer exists. Whilst it is probably inappropriately costly to have these relaid, it should be noted. Small details in your surroundings have quite an effect on the perception of quality, however subliminal and unimportant they may seem.
5. The former Black Prince sign at the top of Poppy Road is now under TC control and was destined to be repaired and repainted as a town entry or welcome sign. Is there any progress on this?
6. There was no mention in Crosstalk of any developments on the Market House restoration project. Is there any news/timeline on this?

Agenda item No 11

I am a fifteen year old teenager who is wanting to get more into fitness. The local gym doesn't accept those under the age of sixteen and throughout the last few years I have visited a number of different parks where there are in fact outdoor gyms. I believe it would be a really great and useful addition to the community if we had an outdoor gym installed in one of the Risborough parks. It would encourage people like myself to work out more, and it would be a preferable option for those not comfortable in a pressurised environment gyms can often create. As it wouldn't be in a humid, hot and restricted room, it would be a far more pleasant experience working out in the fresh air and I know that it would be used by many members of the growing community. I believe it would be a great investment for Princes Risborough. Please do let me know your opinion on this, if you would like to know more about outdoor gyms then you can visit the website - www.tgogc.com where you can view all the equipment and how to potentially purchase them.

Thank you for your time and I hope to hear back from you soon

Agenda Item No 11

Comments: Wades Park:

The footpath across Wades Park is being used increasingly by cyclists, who then cross the stream onto Church Path and ride across the pedestrian area at the end of Brooke Road. When challenged they often argue that this route is a cycle track. Riding on these foot paths is especially dangerous due to the number of mums with pushchairs and toddlers and elderly people who use this route.
Signs please