

**PRINCES RISBOROUGH TOWN COUNCIL
A MEETING OF THE TOWN COMMITTEE WILL BE HELD ON
TUESDAY 11th APRIL 2017 AT 7.00 PM
IN THE 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. Welcome and Apologies for Absence
2. Acceptance of Previous Minutes of the Town Committee held on 14th March 2017
3. Declarations of Interest (Members are asked to declare any pecuniary or non-pecuniary interest which they may have in any of the items under consideration at this meeting).
4. To receive Matters Arising from minutes of the previous meeting of 14th March 2017 not otherwise on the agenda
5. To discuss and decide on actions to be taken concerning Town Matters including Risk Assessment report.
6. To receive a report from the Lighting Working Group including the Risk Assessment report and decide on any actions to be taken.
7. To receive a report from the Stratton Memorial Garden Working Group including the Risk Assessment report and decide on any actions to be taken.
8. To receive a report from the Parks Working Group including the Risk Assessment report and decide on any actions to be taken.
9. To receive a report from the following Working Groups:
 - a. Market House
 - b. Devolved Services
 - c. Wades Park Master Plan
10. To discuss and decide on the responses to correspondence relating to Town Committee matters received at the Town Council
11. To discuss and decide on a resolution of the current issues with the SMG gates (Cllr A Turner)
12. To discuss and decide on whether to approve a memorial application at the Stratton Memorial Garden
13. To discuss and decide on whether to purchase a litter bin for the KGV park (Cllr D Knights)
14. To establish a Market Working Group (Cllr M Walsh)
15. To discuss and decide on the use of the Askett field (Cllr Hall)
16. Agenda items for next meeting.
17. Date of next meeting.

Susanne Griffiths
Clerk to the Town Council
5th April 2017

**MINUTES TOWN COMMITTEE
PRINCES RISBOROUGH TOWN COUNCIL
DRAFT MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 14th MARCH 2017 AT 7.00PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Chairman Cllr. J Coombs,
Cllrs A Turner, M Walsh, P Summerbell, D Knights, N Davis and G Hall
Clerk to the Town Council – Susanne Griffiths
Deputy Clerk to the Town Council – Kirsty Pope
No members of the public were in attendance.

1. TO RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE

RESOLVED: To receive, note and accept the following apologies from Councillors for non-attendance at the meeting. Cllr I McLauchlan who had work commitments and Cllr Ball who had other council commitments.

2. MINUTES

RESOLVED: To amend and agree as a correct record, the minutes of the Town Committee meeting held on the 14th February 2017 be signed as a true record.

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

4. MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING OF 14th FEBRUARY 2017 NOT OTHERWISE ON THE AGENDA

Cllr Hall requested an update on the delivery of the phone box – the office will progress and let the members know. JM

5. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

There were no priority items on the Risk Assessment Report.
The office is to progress the re-installation date of the "Welcome to Princes Risborough" sign that was damaged during the recent storm. KP

6. A REPORT FROM THE LIGHTING WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT

There were no priority items in the Risk Assessment Report.
Cllr Walsh & Cllr Hall updated the members of the meeting with 4 potential suppliers for the LED project and confirmed that proposals expected in by the end of March.
Cllr Turner advised that several lights in the High Street are out and this should be reported to BCC. JM
The office made the members aware that they were in receipt of some correspondence from UK Power Networks relating to a replacement column in Bell Street. The total cost to reconnect the column is £2216. The office will ask UK Power Networks for a formal quotation to progress the repair of this light JM
Cllr Walsh asked the office for a breakdown of the lighting budget. KP

7. A REPORT FROM THE STRATTON MEMORIAL GARDEN WORKING GROUP, INCLUDING RISK
Nothing to report.

8. A REPORT FROM THE PARKS WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECISION ON ACTIONS TO BE TAKEN.

Wades Park

There were no priority items in the Risk Assessment Report

St Dunstan's Park

There were no priority items in the Risk Assessment Report. The office to progress when the damaged fence panels will be repaired. KP

The Crescent Park

There were no priority items in the Risk Assessment Report. The office to requested to contact Red Kite about the situation with the abandoned caravan on the verge along The Crescent. KP

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. A REPORT FROM THE FOLLOWING WORKING GROUPS:

- a) MARKET HOUSE – Cllr Walsh update the members and asked the office for a latest update on the actual v budget spend. The working group will now be looking at sourcing quotes for the furniture required for the meeting room. It was also advised that several spotlights around the market house are not working and these should be replaced where possible with LED lighting. The office is requested to remind the maintenance team that the war memorial wreaths need tidying up. It was also suggested that following completion of the work the bronze material on the memorial should be professionally cleaned. **KP**
- b) DEVOLVED SERVICES – Cllr Walsh updated the members and confirmed that the mower is currently in for its annual service. The first cut of the season is being reviewed each week and the members will be made aware of when this will be made. **KP**
- c) WADES PARK MASTER PLAN – Cllr Turner asked the office to contact WDC about the latest with the expansion plans for Risborough Springs. The working group agreed that they need to set a date for the next meeting. **MW/JC/AT/AB/DW**

10. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received from a resident regarding the seats outside the George and Dragon and the Market House

The resident wishes to know when the seats outside the George and Dragon will be painted and when the renovations at the Market House will be complete. Also requires details regarding the hire of the Market House. A work order has been issued for the repair to the benches but unfortunately the work is still outstanding. The office is therefore request to ascertain an alternative quote for this work and also a price for new benches. Details relating to hiring the market house are still to be confirmed and Cllr Coombs agreed to carry out a risk assessment of the meeting room to conclude the allowed capacity. **KP/JC**

An email has been received from a developer regarding the Leo Pharma site

The developer requests comments from the Town Council regarding the tree types and if the Town Council are happy to proceed with the adoption of the soft landscaping and play area. Cllr Turner reminded the members that the Town Council are waiting for further financial information and exact location details on this as this was not agreed at the previous meeting. The office is requested to progress this with the developer. **SG**

11. THE PREFERRED STYLE OF BENCHES AND THE WORDING FOR THE MEMORIAL PLAQUES FOR THE LATE COUNCILLOR’S W WOOLF AND P WILLIAMS

Resolved: To purchase the Phoenix seat with armrests. Both seats to be located in Wades park. It was agreed that the plaques should read “In memory of Cllr Wally Woolf/Cllr Pamela Williams” together with their date of birth and date of passing. **JM**
(7.45pm Cllr Knights left the meeting)

12. AGENDA ITEMS FOR NEXT MEETING.

To discuss and decide on the use of the Askett field (Cllr Hall)

13. 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 PREFERRED CONTRACTORS FOR WORK AT THE STRATTON MEMORIAL GARDEN, AND THE PREFERRED SUPPLIER FOR A MOWER

Cllr Walsh proposed to pass a resolution to exclude the public and press in accordance with section (12) of the public bodies (admission to meetings) act 1960. **All present agreed.**

14. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 11th April 2017 at 7.00 pm and will be held at the Princes Centre, Clifford Road, Princes Risborough. There being no further business the meeting closed at 8.00pm.

Chairman.....

Date

Agenda Item No 10

1. Further to my telephone conversation this morning, I realise now how confusing it might be without the necessary background information which is on this attachment. Hopefully from this you can advise me who specifically I should speak to regarding Restoring the Rights within the Princes Risborough definitive map. This whole of Bucks project has been set up by Bucks County Council.

2. Are you still thinking of raising the back of the bed so it can be seen from the road? I would appreciate some direction please or we will plant the middle up again. Also the Scouts would like to do a conservation project on the stream in Mill Lane, clear rubbish, allow free flow etc. Are you happy for them to go ahead after Easter?

3. Please would you kindly forward this request to the Memorial Garden Councillors. As you know our property shares a boundary with the Memorial Garden. We are keen to erect a new fence. However, the base of a tree which was felled at approximately 5-6 ft high, behind the corner of the gardener's hut, has pushed through the bottom of the existing fence. Both contractor's who have visited our property to provide a quote have commented that it will prevent a straight line of fencing being erected, as the tree base breaches the boundary line. I have the site overseer, what the problem is and he advised me to email the Council as it is likely to be necessary to fell the remainder of the tree and ground out the base. Please would you consider this matter with some urgency as we would like to replace the fence as soon as possible. Following on from my previous email, my partner has informed me that the base of the alders, which were cut down to approximately 3-4 feet last year, also press up against our existing fence. Please would the Council also arrange for their complete removal.

4. Now the Poppies development appears to be complete they have, in fencing off the Sycamore trees on Wycombe Road left the area under the trees very untidy. Whose is responsible for this clear-up? It requires a truck to take the timber away and some sensible prining and raking to even up the soil surface. I sense that the developer will not do it so I guess the Town Council might like to see a smarter Princes Risborough? I ask because two years ago I cleared the footpath back and "discovered" the inner concrete kerb. I also cleared the rubbish from the footpath that the footpath team give a complete ignoring when they come around. You considered understanding and corrective action would be appreciated.