

**PRINCES RISBOROUGH TOWN COUNCIL
A MEETING OF THE TOWN COMMITTEE WILL BE HELD ON
TUESDAY 9th MAY 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 11th April 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 11th April 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 whether to approve a memorial application for the Stratton Memorial Garden
12. To discuss and decide on the maintenance of the Poppy Cross in Duke St Gardens
13. To discuss and decide on whether to purchase a litter bin for the KGV park (Cllr D Knights)
14. To discuss and decide on the action to be taken regarding the trees at the Crescent Park (Cllr A Ball)
15. To discuss and decide on the use of the Askett field (Cllr G Hall)
16. Agenda items for next meeting.
17. 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 and decide on the response to a complaint and to discuss and decide on submitting a quotation for a private grass cutting contract.
18. Date of next meeting.

Susanne Griffiths

Clerk to the Town Council
3rd May 2017

**MINUTES TOWN COMMITTEE
DRAFT PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 11th APRIL 2017 AT 7.00PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Chairman Cllr. J Coombs,
Cllrs M Walsh, P Summerbell, N Davis and A Ball,
Deputy Clerk to the Town Council – Kirsty Pope
1 member of the public was 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. Cllrs Pearce, Knights, McLauchlan and Turner sent their apologies as they had previous commitments and Cllr Hall who was unwell.

2. MINUTES

RESOLVED: To agree the minutes of the Town Committee meeting held on the 14th March 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 MARCH 2017 NOT OTHERWISE ON THE AGENDA

Cllr Walsh asked the office to make WE Blacks aware of latest delivery date of telephone box. JM
It was agreed that the Wades Park master plan working group need to meet. Dates to be circulated KP

5. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

There were no priority items on the Risk Assessment Report.
Cllr Davis advised that graffiti is still on the bus shelter by the Elim Centre. 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 updated the members to confirm that tenders have been received and these will be reviewed in the next couple of weeks. MW

7. A REPORT FROM THE STRATTON MEMORIAL GARDEN WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT

All present agreed for the working group to visit w/c 23rd April following the completion of the work to paths. JC/AB

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 Crescent Park

There were no priority items in the Risk Assessment Report.

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 –

Working group member Will Streule attended the meeting and provided the members with an update including confirmation that the clock is now in place which means the scaffolding should be removed Thursday/Friday (13/14th April). Lighting still outstanding but the painting & carpeting is in progress and doors all in. Agreed to keep the fencing in situ at the present time. Cllr Walsh agreed to meet on site 12/4 with contractor for update on o/s work including update on the new staircase. Contractor asked if Maintenance Team may be able to store some boards for a short time. Agreed for Kevin to meet with Cllr Walsh 12/04 on site to access requirements. Cllr Walsh will send an email following his site visit.

b) DEVOLVED SERVICES –.

Cllr Walsh confirmed that the team is now working on the 2nd cut. The office confirmed that the new mower is due to be delivered 12/04. Cllr Walsh requested that an air compressor is purchased to help with cleaning of the mowers as it would be more efficient. **All present agreed.** The office has been made aware that the pump on bowser needs replacing. **All present agreed to purchase this new pump.**

c) WADES PARK MASTER PLAN

Nothing to report

10. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received regarding the "Restoring the Rights" project

On 1st January 2026 it will no longer be possible to use historic map and documentary evidence to claim 'lost ways'. Any path, track, alleyway, bridleway, cut-through etc. not registered on the Definitive Map – or submitted for registration - could be in danger of being lost. Background information has been received and the Town Council is requested to provide a contact to help with the Princes Risborough definitive map.

All present agreed that due to limited resources, the members would not be able to assist with this request.
SG

An email has been received regarding the Scout flower bed on Mill Lane

The Scout Leader asks if the Town Council are still going to raise the back of the bed so that it can be seen from the road or should they put new plants in the middle of the bed again.

The Scout Leader also advises that they would like to do a conservation project on the stream in Mill Lane by clearing rubbish to allow free flow etc.

All present agreed that the maintenance team will look at the cost involved in raising this bed but this is likely not to happen until after the summer cutting season. However, the members were delighted to accept the request relating to the stream at St Dunstan's. In order for this to proceed, the office would require a full risk assessment and a list of the volunteers involved.
JM

An email has been received from a resident whose property borders the Stratton Memorial Garden

The resident wishes to erect a new fence and requests that a tree is felled and the base ground out and the base of some Alders trees are removed.

All present agreed that a site visit would be required and Cllrs Walsh & Coombs would do this following Cllr Coombs holiday in May. The office is requested to make the resident aware of this.
MW/JC

An email has been received from a resident regarding the Poppies development

The resident advises that 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 and asks who is responsible for this clear-up. The resident suggests that it requires a truck to take the timber away and some sensible pruning and raking to even up the soil surface. The resident senses that the developer will not do it so he guesses the Town Council might like to see a smarter Princes Risborough. The resident says two years ago he cleared the footpath back and "discovered" the inner concrete kerb.

All present agreed to contact the developer and make them aware of this issue.
KP

An email has been received regarding the winter planting programme

Suggestions have been received for the winter planting for the town.

Also requests if the summer planting order has been finalised

Cllr Walsh updated the members on his visit to Windowflowers with Cllr Turner. Cllr Walsh proposed that the committee purchase 3 x Taxus plants for planting in the 3 beds along the Monks Risborough layby.

A vote was taken with 4 in favour and 1 against, the motion was therefore passed. With regards to the summer planting, it was agreed this should be a mass of all colours this year. The office is requested to raise a work order and to also chase up the missing quote for the TC logo on the box planters.
KP

An email has been received from a resident regarding the play equipment at St Dunstan's park

The resident requests that the 2 number dials are swapped around on the little bridge/slide in the baby park as they are attached the wrong way around and it makes it hard for young children who are learning number recognition

Cllr Coombs agreed to have a look at this and report back to the committee
JC

11. A RESOLUTION OF THE CURRENT ISSUES WITH THE SMG GATES

It has been reported that the timer on the gates at the Stratton Memorial Garden has failed.

Deferred as Cllr Turner was not present at the meeting.

12. APPROVAL OF A MEMORIAL APPLICATION AT THE STRATTON MEMORIAL GARDEN

An application for a memorial wedge has been received depicting an angel and a coloured RAF badge

Resolved: Unfortunately as the design includes a coloured logo, the members declined this application as the regulations state mono-colour only. The office is requested to let the supplier know. KP

13. PURCHASE OF A LITTER BIN FOR THE KGV PARK

Deferred as Cllr Knights was not present at the meeting.

14. ESTABLISHING A MARKET WORKING GROUP

Resolved: The following members agreed to be part of this group; Cllr Coombs, Cllr Davis, Cllr Walsh and Cllr Turner.

15. THE USE OF THE ASKETT FIELD

Deferred as Cllr Hall was not present at the meeting.

16. AGENDA ITEMS FOR NEXT MEETING.

- To discuss and decide on a resolution of the current issues with the SMG gates (Cllr A Turner)
- To discuss and decide on whether to purchase a litter bin for the KGV park (Cllr D Knights)
- To discuss and decide on the use of the Askett field (Cllr Hall)

17. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 9th May 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 7.40pm.

Chairman.....

Date

Comments: I have raised the issue of the apparent misuse of the litter bin at the bottom of Park Street on a number of occasions. Today the bin is overflowing and there appears to be an element of clearly identifiable trade/commercial waste in the bin. When the council staff empty the bin they should be able to identify who is responsible. I believe companies must have a trade waste agreement for the collection of their waste. If the council chooses to ignore this apparent misuse of the bin, I would request that the bin is removed to avoid the problem. There are two further bins at the top of Manor Park Avenue which would seem to be adequate for normal litter.

Agenda Item No 10

Comments: Please can you stop them cutting the grass so often and so early on the island between the main road and the lay-by, this is a waste of money and very annoying. It would be far better to make it smaller so the road in the lay-by would be safer and put a proper path from the bus stop

10

Would you be kind enough to let me know who "policies" the parking at the Community Centre, as the few remaining Disabled parking spaces are constantly used by people with no apparent disabilities and certainly no Blue Discs. If you could also forward this to the Members I would be grateful.

Thanks,

Agenda Item No 10

10

Agenda Item No 10.

Comments: Please can you do something about the parking at the Community Centre. In the last 2 days all the disabled spaces have been taken up by cars without blue badges. The U3A uses the community centre on most days and several of our members have blue badges but unable to park. The owners of the cars are almost certainly using the swimming pool; I have on several occasions seen people leaving the car and entering the Springs facility. If one tackles them one is told too "mind my own business?" With the work going on at the Springs there is even less parking spaces, and with the new parking restrictions in Stratton Road the problem is become even worse. No doubt there are now wardens policing the Mount Car park to check on parking fees perhaps they could put a few tickets on offending vehicles at the Community Centre.