

**PRINCES RISBOROUGH TOWN COUNCIL  
MINUTES OF A MEETING OF THE TOWN COUNCIL  
HELD ON TUESDAY 28<sup>TH</sup> MARCH 2017 AT THE PRINCES CENTRE,  
CLIFFORD ROAD, PRINCES RISBOROUGH AT 7.00PM**

**PRESENT**

Cllr M Walsh – Chairman

Cllrs A Ball, J Coombs, P Summerbell, I McLauchlan N Davis, N Chadzynski, A Turner, I Pearce, G Hall, A Rolfe and D Knights

Susanne Griffiths – Clerk to the Town Council

Jayne Mylchreest – Clerical Assistant to the Town Council

2 members of the public

**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. The Town Clerk reported that no apologies had been received.

**2. MINUTES**

**Resolved:** To agree as a correct record, the Minutes of the Town Council meeting held on 2<sup>nd</sup> March 2017

**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.

**None were declared.**

**4. A REPORT FROM THAMES VALLEY POLICE**

Thames Valley Police sent their apologies as they were unable to attend but sent the following report:-

A breakdown of victim based crime during the last year:-

	Last year	current year	
Burglary	101	61	Down 39.6%
TFMV	49	41	Down 16.3%
Shoplifting	72	64	Down 11.1%
Assault	130	124	Down 4.6%
Cycle theft	4	4	0.0%

Since January 2017 Crime statistics for Princes Risborough, Longwick, outer villages including Walters Ash and Hughenden are as follows:-

Criminal Damage - 8

Burglary Non Dwelling (garages/out buildings) – 3

Dwelling – 2

Theft from vehicles – 7

Drug possession – 2

Shoplifting – 12

There has continued to be low reported Anti-social behaviour in the town and across the area. The team are continuing to work closely with local businesses to problem solve crime related issues to keep the town a low crime area.

The local Police Community Support Officer's have continued their good work with Shopwatch.

The current personnel team is to remain at Princes Risborough.

**5. A REPORT FROM CLLR BENDYSHE-BROWN (BCC) AND WYCOMBE DISTRICT COUNCILLORS ON MATTERS CONCERNING PRINCES RISBOROUGH**

Cllr Bendyshe-Brown sent the following report:-

Parking

- Lining works are nearly complete, a few locations need to be filled in following parked vehicles. Lining works has not been carried out on Picts Lane due to the road surface condition and the amount of mud on the carriageway. B.C.C. are trying to get these carriageway works completed and as soon as they are the lines will be installed.
- Signing is due to commence on Thursday 23<sup>rd</sup> March and is expected to take 3 or 4 days to complete.
- Resident permits issued by B.C.C. will commence on the 18<sup>th</sup> April 2017. Notice boards will be erected in the week commencing 3<sup>rd</sup> April 2017 to inform people that the full enforcement will commence on the 18<sup>th</sup> April 2017. Soft enforcement in terms of warnings will take place during this time and the double yellow lines will be enforced.

### A4010 Closure

The penultimate area to be completed is from Elmsdale Gardens to Culverton Crossroads which is due to commence on 3 April and last for up to 3 weeks with night time closure from 7pm to 6am. Capital Maintenance Programme (CMP) managers who have just informed me of the diversion. Assurance has been given that the closure will only commence after the majority of traffic has passed as there were concerns that queues would occur past 7pm. The message received today states:

"The timings of the closures and have been assured that the traffic will be monitored and the road will only be closed when the bulk of rush hour traffic has dispersed"

### Meeting with Capital Maintenance Team

A programme of works has been received. The Town Council is requested to send their comments

The attached programme has since been updated as Cannon Place has been substituted for Jasmine Crescent and Abbotsway

## **A REPORT FROM WYCOMBE DISTRICT CLLR (WDC) ON MATTERS CONCERNING PRINCES RISBOROUGH**

Cllr A Turner gave the following report:-

In terms of major planning applications which impact on Princes Risborough, of the two planning inquiries held in January we now have the decision for Park Mill Farm which has been successfully opposed. It was essential that the Council win the appeal, with quite dire implications had we lost, so a truly good result. With regard to the Molins Sports Ground inquiry we will have to await the Secretary of State's decision, probably in one or two months' time. The combined cost to WDC of defending these two appeals was well in excess of £100K and took up a huge amount of time and effort for planning officers. Cllr A Turner gave evidence at both inquiries and Cllr Andy Ball gave evidence at the Park Mill Farm inquiry.

With regard to the joint District Council's proposal for a Unitary Authority based on the North and South model we had hoped to have received a decision by last Friday, however it is now understood that the Government will not provide this until after the current County Council Election period. It is frustrating, but there isn't anything we can do about it.

The evolving Local Plan formal process has also suffered a delay to the timetable due to changing Government thinking, as outlined in a recently issued "Whitepaper", and advice that we can expect the publication of revised National Planning Policy Framework legislation in June/July, (which could mean we have to revise some of the detail that has already been worked up in the draft Plan document). Again very frustrating, but it means it will now be mid to late summer before the Plan can be brought to Cabinet and then full Council.

The unfortunate situation that WDC found itself with regard to the ANPR system in its car parks has now led to the return of "pay and display" parking across the District, and although there were a few minor issues this generally went well.

On the bright side, summer is coming!

## **6. MATTERS ARISING NOT OTHERWISE ON THE AGENDA**

Holding Meetings With Town/Parish Councils In The Proposed Southern Unitary Area Agenda Item No 15 page 5/17

Replies have been received from Amersham, Chesham and Beaconsfield who are happy to meet after the the DCLG decision on the respective unitary bids is announced.

## **7. CORRESPONDENCE RECEIVED**

An email has been received from the Princes Risborough Rotary Club regarding the Tree of Light Dedication Ceremony

The Princes Risborough Rotary Club seeks formal approval from the Town Council for the Tree of Light Dedication Ceremony to take place on Sunday the 26<sup>th</sup> November 2017 on Dukes Gardens.

**All present agreed.**

**JM**

An email has been received from a resident regarding an abandoned caravan

The resident advises that a caravan has been abandoned at The Crescent Princes Risborough containing propane gas bottles and is concerned that the caravan has not been removed despite being reported.

The issue is outside of the Town Council remit but has been reported to the police who confirmed that they would liaise with the correct authorities.

The District Cllrs are requested to apply pressure for the Wycombe District Council pollution control officer to deal with this issue.

**GH/AT/DK**

Cllr G Hall proposed that the Clerk write to the Housing Association to request that they contact the residents regarding the removal of the caravan.

**All present agreed.** The Clerk is requested to write to the L&Q Housing Association requesting the removal of the caravan.

**JM**

An email has been received from the Chilterns Conservation Board regarding their 'Beacons of the Past' project

The Heritage Lottery Funded (HLF) 'Beacons of the Past' project is a four-year programme of research, education and

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conservation activities on hillforts and prehistoric heritage across the Chilterns. The project will include an extensive community engagement programme, resources for schools and volunteering opportunities for local people.

The Parish Council is requested to help support in two ways: -

- 1) The opportunity to discuss how the C.C.B. might work together with the Parish Council to engage the community
- 2) A financial contribution to the match-funding element of the project

**All present agreed** to send a minor grants application and to defer to the PR committee

**JM**

A letter has been received from the Wellington House Surgery regarding a proposed merger with Trinity Health

The proposal is to merge the Wellington House practice with Trinity Health. A 12 week consultation commenced on the 1/3/2017 and the Town Council's comments are welcomed.

**Noted.**

#### **8. A REPORT ON THE PARKING REVIEW**

Cllr Ball informed the members that the parking enforcement will commence on the 18<sup>th</sup> April 2017 and that parking on the grass verges will be subject to fines. Information signs erected in Jasmine Crescent will be revised as they are incorrect.

#### **9. A REPORT FROM THE CIL WORKING GROUP**

Cllr Walsh reported that the CIL Working Group had yet to meet but some funds had been received. Cllr Walsh invited the new Cllrs Pearce and Davis to join the Working Group. Cllrs Walsh, Hall, Davis, Pearce, McLauchlan, T Turner and the Clerk agreed to join the Working Group. **All present agreed.**

#### **10. THE APPOINTMENT OF REPRESENTATIVES TO THE WYCOMBE DISTRICT ASSOCIATION OF LOCAL COUNCILS AND THE RURAL FORUM**

Cllr Walsh proposed to appoint Cllr Ball to be the representative to the W.D.A.L.C .All present agreed.

**Resolved:** To appoint Cllr Ball to be the representative to the W.D.A.L.C

**JM**

Cllr Walsh agreed to be the representative on the Rural Forum. All present agreed.

**Resolved:** To appoint Cllr Walsh to be the representative on the Rural Forum

**JM**

#### **11. TRANSPORT FOR BUCKS PROPOSAL FOR USING THE LOCAL AREA FORUM FUND FOR THE PROVISION OF BUS STOP CLEARWAY MARKINGS AT PLACE FARM WAY**

Confirmation has been received that £984 has been allocated towards the bus stop clearway markings at Place Farm Way.

Cllr Turner proposed to reply that the Town Council is disappointed that the original proposal for a lay by to allow the Community Bus to pull off the road was not understood and to request the funds for a new bus shelter for the Community Bus. The location to be decided in consultation with the Community Bus organisation. **All present agreed.**

**JM**

#### **12. REQUESTING WYCOMBE DISTRICT COUNCIL TO PROVIDE A PLAN FOR ECONOMIC REGENERATION OF PRINCES RISBOROUGH**

Cllr Walsh reported that the CIL monies received by W.D.C. had been distributed in areas where new housing has not been provided. Cllr Walsh proposed to engage with W.D.C to encourage investment in the town in view of the expansion plans proposed for Princes Risborough. Cllr Walsh also proposed to form a Working Group comprising of Cllrs Turner, Ball, Pearce, Hall, Davis, Knights and the Clerk to progress this request. All present agreed.

**Resolved:** The Working Group to plan for Economic Regeneration and the CIL Working Group work together in all matters concerning CIL funding.

**AB/AT/IP/GH/ND/DK/SG**

#### **13. ACTION TO BE TAKEN REGARDING THE BENCHES OUTSIDE THE GEORGE AND DRAGON**

A quote has been received to repair the benches at cost of £ 590.00.

Cllr Turner proposed that the benches outside the George and Dragon be painted by the Maintenance Team and to swap them with the benches outside the gates of the KGV park on the Aylesbury Road.

**JM**

**All present agreed.**

A complaint has been received that water from the hanging baskets above the benches is dripping on people using them. Cllr Walsh proposed to discuss the watering schedule with the owners to avoid future issues. **All present agreed.**

**MW**

#### **14. FREE PARKING DATES FOR 2017**

Cllr Walsh proposed that the free parking dates for 2017 to be the 8<sup>th</sup> July and the 16<sup>th</sup> and 23<sup>rd</sup> December. The motion was carried by a majority.

**Resolved:** The free parking dates for 2017 to be the 8<sup>th</sup> July and the 16<sup>th</sup> and 23<sup>rd</sup> December.

**JM**

**15. ESTABLISHING A WORKING GROUP TO REVIEW THE TOWN COUNCIL POLICIES**

Cllrs McLauchlan, Coombs, Davis and the Clerk agreed to establish a Working Group to review the Town Council Policies and to report back to the Town Council at the next meeting. **All present agreed** **IM/JC/ND/SG**

**16. APPOINTMENT OF THE INTERNAL AUDITOR FOR THE 2016/2017 AUDIT**

**Resolved:** To appoint Don Timms as the Internal Auditor for the 2016/2017 Audit.

**17. AN UPDATE FROM THE TOWN CLERK IN RELATION TO YEAR END PROJECTIONS, STATUS OF RESERVES AND DECIDE ON POTENTIAL EAR MARKING OF FUNDS AT YEAR END**

Members noted the year end projections and **agreed** the following:-

Six existing ear marked reserves would be amended to reflect the unspent monies related to the Elections and Devolved Services reserves and the following projects:- the Market House, LED Lighting, Festival (Events) and the improvement to paths project.

Market House - £112,539

Elections reserves - £2,000

LED Lighting - £75,382

Improvement to paths in the parks - £2,120.00

Festival- Grant received from WDC for summer 2017 Festival-£1,500 (Events Committee budget)

Devolved Services – BCC funding for 2017/18 received in 2016/201 financial year -£12,601

Extra earmarked reserves are to be created for the following projects to reflect unspent monies related to the projects which will be spent in 2017/18

New Mower £8,000.00 (Town Committee budget)

Chairman’s Allowance (Admin budget) £364 to fund planned events hosted by the Chairman.

Telephone Box/Defibrillator- (Capital projects budget) £6,000.00

**18. AGENDA ITEMS FOR NEXT MEETING**

Election of Chairman/Mayor

Election of Vice Chairman/Deputy Town Mayor

Election of Chairman of Finance

To nominate and approve the appointment of representatives of outside bodies

To agree membership of Town Council committees

To receive the Internal Auditors report on the Audit Return for 2016/2017

To approve the accounts for the year 2016/2017 and the Annual Governance Statement of the Annual Audit Return

To agree the signatories for 2017/2018 to sign cheques on behalf of the Council

To receive a report from the working group on the review of the Town Council Insurance Policy for 2017/2018 and approve any recommendations

To review and approve the Princes Risborough Town Council Finance Risk Assessment and Management 2017

To review and approve the Princes Risborough Town Council Risk Schedule

**19. 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 NEW TELEPHONE SYSTEM, THE RECIPIENTS OF THE CITIZENS AWARDS, THE PURCHASE OF A NEW MOWER, THE PREFERRED CANDIDATES FOR THE MAINTENANCE TEAM POSITIONS AND THE PREFERRED LEASE AGREEMENT FOR THE MAINTENANCE TEAM VEHICLES.**

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.**

**20. DATE OF NEXT MEETING.**

The next meeting of the Town Council will take place on Tuesday 30<sup>th</sup> May 2017 at 7.00pm in the Princes Centre, Clifford Road, Princes Risborough with

There being no further business to discuss the Meeting closed at 8.15pm