

**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 27th NOVEMBER 2012 IN THE PRINCES CENTRE,
CLIFFORD ROAD, PRINCES RISBOROUGH AT 7.15PM**

PRESENT

Cllr G Hall (Chairman),
Cllrs P Williams, J Coombs, I McLauchlan and A Turner, S Swanson.
Susanne Griffiths – Clerk TO THE Town Council
Caroline Page – Clerical Assistant to the Town Council
7 members of the Public

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs P Summerbell, W Woolf, R Orsler, W Streule, D Green, A Rolfe and B Bendyshe-Brown

2. MINUTES

The Minutes of the previous meetings of the Town Council 30th October 2012 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 at this meeting.

4. A REPORT FROM THAMES VALLEY POLICE

Apologies were received and accepted from Thames Valley Police

5. A REPORT FROM BCC - CLLR C ETHOLEN, ON MATTERS CONCERNING PRINCES RISBOROUGH

Cllr Etholen gave an update on the repainting of the white lines around Stratton Road and asked if a date had been fixed for a meeting with Kevin Allen of BCC concerning energy efficient white lighting. The Clerk agreed that she would chase this. **SG**

6. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

Cllr Coombs suggested discussing the Ragpit as the lease is due for renewal shortly. Cllr Turner suggested that Councillors who hadn't been to the site for a while have a look at it and this should be arranged with the current householder. It was decided to include this item in the agenda of the next Town Council meeting. **SG**

7. COMMITTEE CHAIRMEN TO RECEIVE QUESTIONS FROM THE MEMBERS IN RESPECT OF RECENT MINUTES.

Cllr Turner explained that the precept could not be set by the Town Council until January due to the Chancellor of the Exchequer making his autumn statement on 5th December 2012. NALC has advised Councils to prepare the figures in November, which the Town Council, has, and that the final precept should be ratified at the January 2013 Town Council meeting. Cllr Turner proposed that the January meeting be brought forward to 8th January. **All present agreed.** **SG**

8. CORRESPONDENCE RECEIVED

Letter from resident concerning speeding in Berryfield Road.

Cllr Hall requested that the Clerk respond by letter, expressing the Council's sympathy with the resident and advising that the Town Council will pass on the details to the NAG, so that they can carry out a speed check, and also the Police and BCC. Cllr Swanson suggested that the resident took notes of the licence plates of the offending vehicles and report them to the Police. **All present agreed.** **SG**

E-mail from C Etholen relating to meeting in January 2013 with Chiltern Railways.

Cllr Turner proposed making the meeting on 15th January with Chiltern Railways into an event hosted by the Town Council to which the County Councillor C Etholen, user groups and the local press are invited. Cllr Coombs seconded the motion and **all present agreed.** **SG**

E-mail from resident with suggestion for footway alongside Wycombe Road.

An e-mail was received from a resident requesting that the project bid for the Local Area Forum, was to request funding for a footway alongside the Wycombe Road. Cllr Turner advised that the next round of funding for LAF is due and so the Town Council need to submit requests for funding now. **All present agreed** to put the proposal forward. **SG**

Letter from Princes Risborough School concerning a meeting on 26th November to discuss plans to build a Community Sports Centre at the school.

Cllr Hall declared an interest as he is a school governor and did not take part in the discussion. Cllr Turner gave a resume of the School's plans and advised that there is a public meeting on the 3rd December to allow further inspection of the plans by the general public.

Offer from resident of a new picnic table – email dated 27th November

The bench is to be collected on Tuesday 4th December. Cllr Coombs recommended that the bench is put into store while a suitable site is found. **All present agreed** to delegate the decision on the site to the next meeting of the Town Committee. **SG**

Letter from resident re: Monks Mede, e-mail dated 27th November.

Cllr Turner declared an interest and did not take part in the discussion as it involves Planning matters and Cllr Turner is member of the WDC planning committee.

Cllr Hall was of the opinion that access across the corner of St Dunstan's Park to facilitate the installation of services would be acceptable, subject to a written undertaking from the resident to reinstate the land to its original condition. **All present agreed.** The Clerical Assistant is requested to write to the resident requesting this undertaking. **SG**

9. REVIEW OF THE STANDING ORDERS FOR THE TOWN COUNCIL.

The Working Group to review the Standing Orders has met and has produced a copy of the Standing Orders for recommendation for adoption to the Town Council. The Clerk will circulate the Standing Orders to the Councillors for their consideration at the next Town Council meeting. **SG**

10. THE RECOMMENDATION FROM THE ADMIN/HR COMMITTEE TO ADOPT THE DISCIPLINARY POLICY AND PROCEDURE.

Cllr Coombs proposed that the Town Council adopt the recommended Disciplinary Policy and Procedure as previously circulated to the members (appendix 1). Seconded by Cllr Turner. A vote was taken. Five members voted for the proposal, none voted against and one abstained. **The motion was carried.**

11. TO DISCUSS AND DECIDE ON THE RECOMMENDATION FROM THE ADMIN/HR COMMITTEE TO ADOPT THE GRIEVANCE POLICY AND PROCEDURE.

Cllr Coombs proposed that the Town Council adopt the recommended Grievance Policy and Procedure as previously circulated to the members (appendix 2). Seconded by Cllr Turner. A vote was taken. Five members voted for the proposal, none voted against and one abstained. **The motion was carried.**

12. TO DISCUSS AND DECIDE ON THE RECOMMENDATION FROM THE ADMIN/HR COMMITTEE TO ADOPT THE WHISTLE-BLOWING POLICY AND PROCEDURE.

Cllr Coombs proposed that the Town Council adopt the recommended Whistle-Blowing Policy and Procedure as previously circulated to the members (appendix 3). Seconded by Cllr Turner. A vote was taken. Five members voted for the proposal and one voted against **The motion was carried.**

13. THE RECOMMENDATION FROM THE ADMIN/HR COMMITTEE TO EMPLOY A THIRD MAINTENANCE OPERATIVE FOR THE SUMMER SEASON 2013.

Cllr Turner explained that a third operative is needed as the maintenance team is much busier during the summer. A third operative also means that the Town Council can contract out work and gain an income from this. Cllr Turner proposed that the Town Council employ a third maintenance operative for the summer season (1st May -31st October 2013) Seconded by Cllr Williams seconded. **All present agreed.**

14. THE LEASING AGREEMENT OF £576.64 P/A FOR THE HEALTH CLINIC, WADES PARK.

The Clerk recommended that a decision was made in order to stop any more legal fees being incurred. Cllr Turner proposed that the Town Council accept the recommended calculation proposed by the solicitor of £576.64 per annum and rent arrears of £913.00. Seconded by Cllr Swanson. **All present agreed.SG**

15. THE ADOPTION OF TOWN AREAS FOR EACH COUNCILLOR.

It was decided to postpone discussion until the next meeting of the Town Council when more Councillors would be in attendance.

16 AGENDA ITEMS FOR NEXT MEETING.

- To discuss and decide on future use of the Ragpit.
- To discuss and decide on the precept for 2013-2014.
- To review and adopt the Standing Orders for the Town Council.
- To discuss and decide on the adoption of Town Areas for each Councillor.

17. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 8th January 2013 at 7.00pm in the Princes Centre, Clifford Road, Princes Risborough.

18. 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 to pass a resolution to exclude the public and press in accordance with section (12) of the public bodies (admission to meetings) act 1960.

There being no further business to discuss the Meeting closed at 8.35pm

Chairman..... Date.....