

**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 31st JANUARY 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 and D Knights
Susanne Griffiths – Clerk to the Town Council
Jayne Mylchreest – Clerical Assistant to the Town Council
9 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 apologies had been received from Cllrs Turner and Rolfe as they have family commitments and Cllrs. Hall and Chadzynski who are unwell.

2. MINUTES

Resolved: To agree as a correct record, the Minutes of the Town Council meeting held on 10th January 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.

Cllr Knights declared a non pecuniary interest in Agenda item Number 13 as he is a member of the Risborough Run in the Park. Cllr Knights also declared a non pecuniary interest in Agenda item number 14 as he is a Trustee of the Risborough Youth Club.

4. ACTION TO BE TAKEN CONCERNING THE NEW PLAY EQUIPMENT IN THE CRESCENT

Residents whose gardens adjoin the playing field voiced their concerns regarding the location of the zip wire. Copies of the concerns were circulated to the Councillors prior to the meeting for their consideration.

Cllr Coombs informed the members that three play equipment suppliers were asked to supply specifications based upon equipment suitable for children up to 11years of age and within a £20,000.00 budget. The designs were presented to some of the local children from Princes Risborough Primary School. The 2 most popular items were installed being the zip wire and multi-play frame.

A site plan was emailed to all the Councillors prior to installation showing the location of the equipment. The reasoning behind the decision to place the zip wire at the back of the park was :-

- a) it incorporated the other existing equipment surrounding it, which makes it easier for parents/carers
- b) it allowed for the space at the front and side of the park for future equipment

A Neoprene layer had been installed on the zip wire to reduce the noise.

Cllr Walsh proposed to leave the equipment as it is. Seconded by Cllr Summerbell.

A vote was taken with 5 votes for the proposal and 1 against, therefore the motion was carried.

Resolved: The zip wire will remain in situ at the Crescent Park.

5. A REPORT FROM THAMES VALLEY POLICE

Thames Valley Police gave a report on the following:-

- The crime figures for Princes Risborough which include the parish of Hughenden are down by 3%
- There are currently no plans for a change of personnel
- Discussions are taking place regarding the current operating modem
- No plans at present to reduce police presence in the town

6. A REPORT FROM CLLR BENDYSHE-BROWN (BCC) ON MATTERS CONCERNING PRINCES RISBOROUGH

Cllr Bendyshe-Brown reported on the following:-

1. Parking Review.

Transport for Bucks has slipped the implementation start date until the end of February with soft implementation commencing at the end of March with full implementation commencing mid April.

2. **Future Road Programme.**

A4010 Park Street to Culverton crossroads – April 2017.

A4010 Queens Road to Askett roundabout FY 19/20. Mill Lane from railway bridge to A4010 due resurfacing FY 17/18.

Minor roads of Picts Lane, Cadsden Road, Church Street and Abbots Way being separately programmed.

A programme for pavement repairs has also been agreed.

3. **Local Area Technician Analysis of Works.**

Over the last year the following CRN analysis has been provided by TfB: 262 P2 (Cat1 potholes/repairs); 256 P3 (Not immediate work required); and 36 P4 (responsibility passed to Capital Maintenance Team for inclusion in future works programme).

4. **Devolved Services.**

A meeting has been arranged between myself and the Princes Risborough Town Council Chairman and Donna Boardman from Bucks County Council.

5. **NAG Speedwatch analysis.**

Attached is my analysis sheets presented this evening.(see Appendix 1)

6. **Shopwatch.**

Meetings still to be arranged with Marks & Spencer, Tesco and Co-op managers about preventing local shoplifting.

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

No written report was received from the Wycombe District Council Ward Members on matters concerning Princes Risborough Cllr Knights apologised for not submitting a report as requested. He updated the members on the progress of the following: -

1.The progress of the Unitary Authority

2. Wycombe District Council decision to change the car parking payment system from the ANPR to pay and display.

7. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

The Town Council's Potential Involvement in Community Land Trusts- Agenda Item No 16 page 29 November 2016

A reply has been received from the Cabinet Member for Planning and Sustainability regarding Agenda Item No 16 page 29/16.

He advised that the s.106 contribution could be split with some going for the bridge and some for affordable housing – the decision on how to allocate the funds is to be made by the District Council. The views of the Town Council will be taken into account when the decision is made. **Noted.**

8. CORRESPONDENCE RECEIVED

An email has been received from Lea Valley Developments regarding planning application number 15/07349/FUL

Lea Valley Developments are in the process of purchasing the Leo Pharma site on the edge of Princes Risborough on the Longwick Road under planning application number 15/07349/FUL.

They would like to discuss whether the Town Council would be interested in adopting the areas of LEAP and surrounding landscape. The preferred date for a meeting to be held is the 2nd February ,alternative dates being the 13th or 14th February 2017.

All present agreed for the office to arrange a meeting for the 14th February at 2pm.

JM

An email has been received from Chiltern Railways regarding setting up a station adoption group

Chiltern Railways have been in discussion with the Chinnor and Princes Risborough railway about setting up a station adoption group at Princes Risborough station.

Chiltern Railways are keen to get the local communities involved in local stations to ensure that they are gateways to the towns and villages in which they serve. Station adoption groups look after station gardens, undertaking projects with local schools, art displays and book exchanges etc. If the Town Council is interested they would like to meet to discuss the proposal.

All present agreed to reply that the Town Council supports the initiative in principle but is unable to assist at the present time and **all present further agreed** for Cllr McLauchlan to meet with Chiltern Railways to discuss the proposal further. **JM**

An email has been received from a developer concerning press reports regarding an oil spill in a stream

The developer has seen stories in the press about an oil spill in the stream near their site and states that the impression has been given that the developer has dealt with this in a careless or casual manner and that at the same time the Environment Agency have been somewhat disinterested. The developer has written to assure the Town Council that is not the truth and wanted to put the Town Council in the picture regarding this situation as whilst they accept it is entirely their responsibility there are extenuating circumstances and actions are to be taken to rectify.

All present agreed to request the office to write to Wycombe District Council and the Environmental Agency for a progress report.

An email has been received from the Princes Risborough School regarding the need for an all weather pitch

The head teacher has written to confirm their plans, if funding is available, to develop a 3G/4G all weather outdoor sports facility on the school site for both the school and the town use. **Noted.**

9. A REPORT ON THE EXPANSION PLANS FOR THE RISBOROUGH SPRINGS

An email has been received from Wycombe District Council regarding the lease between Risborough Springs and the Town Council

Risborough Springs are planning to extend the existing building and are legally required to obtain a "License for Alteration" from the Town Council to permit the extension.

All the members approved the concept for the expansion plans. Cllrs. Walsh, Knights, Coombs and Ball agreed to establish a Working Group to consider the proposal in more detail. **MW/DW/JC/AB/AT**

10. A REPORT ON THE PARKING REVIEW

Cllr Ball informed the members that the implementation of the Parking Review is to begin at the end of February 2017.

11. A REPORT ON THE PARK MILL FARM INQUIRY

Cllr Ball reported that he and Cllr Turner had attended the Inquiry and the decision is expected at the end of February 2017.

12. THE APPOINTMENT OF REPRESENTATIVES TO THE WYCOMBE DISTRICT ASSOCIATION OF LOCAL COUNCILS, THE RURAL FORUM AND THE RISBOROUGH YOUTH CLUB

All present agreed to defer the appointment of a representative to the WDALC and Rural Forum until the next meeting.

All present agreed to appoint Cllr Knights as the representative to the Risborough Youth Club **JM**

13. A RECOMMENDATION FROM THE FINANCE COMMITTEE THAT THE MINOR GRANT APPLICATION FROM RISBOROUGH RUN IN THE PARK IS TO BE PAID FROM THE 2017/2018 BUDGET

Cllr Knights declared a non pecuniary interest in this agenda item and took no further part in the discussion or vote.

A minor grants application has been received from Risborough Run in the Park for £100.00.

Cllr McLauchlan proposed to accept the recommendation from the Finance committee that a grant of £100.00 is be paid from the 2017/2018 budget, as a grant has already been given in this financial year. **JM**

All present agreed.

14. A RECOMMENDATION FROM THE FINANCE COMMITTEE TO REFUSE THE GRANT APPLICATION FROM THE RISBOROUGH YOUTH CLUB

Cllr Knights declared a non pecuniary interest in this agenda item and took no further part in the discussion or vote.

A grant application has been received from the Risborough Youth Club for £ 1000.00.

Cllr McLauchlan proposed to accept the recommendation from the Finance committee to refuse the application as the application was received after the 2017/2018 estimates committee meeting and no allocation has been made in the budget for 2017/2018 for this additional amount. The application does not meet the grant policy criteria

Cllr Knights, as the Town Council representative, has agreed to guide the Youth Club through the application process for the next estimates meeting.

All present agreed.

DK/JM

15. HOLDING MEETINGS WITH TOWN/PARISH COUNCILS IN THE PROPOSED SOUTHERN UNITARY AREA

All present agreed to invite other Parish and Town Councils in the Wycombe District area to a meeting to discuss the future role of Parish and Town councils under a possible Unitary Authority. **JM**

16. THE TOWN COUNCIL UNDERTAKING THE MANAGEMENT OF THE WEEKLY CHARTER MARKET

Cllr McLauchlan requested a breakdown of the anticipated income and expenditure of managing the weekly Charter Market.

All present agreed to defer this item to an Extra Ordinary Meeting to allow Councilors' time to make an informed decision after receipt of a report on the costs involved. **AT/MW**

17. THE PREFERRED CANDIDATES FOR THE VACANCIES OF COUNCILLORS BY CO-OPTION

Cllr Knights proposed that the council co-opt candidate A to fill the vacancy for a Councillor.

Seconded by Cllr McLauchlan. **All present agreed**

Resolved: To co-opt candidate A to fill the vacancy for a Councillor.

Cllr Ball proposed that the council co-opt candidate B to fill the vacancy for a Councillor.

Seconded by Cllr Knights. **All present agreed**

Resolved: To co-opt candidate B to fill the vacancy for a Councillor.

SG

18. A RECOMMENDATION FROM THE P/R COMMITTEE TO THE TOWN COUNCIL TO SET UP AN INSTAGRAM ACCOUNT

Cllr Coombs proposed to accept the recommendation from the P/R committee to set up an Instagram account. Seconded

by Cllr Walsh. **All present agreed**

Resolved: To set up an Instagram account

KP

19. AGENDA ITEMS FOR NEXT MEETING

To discuss and decide on the preferred Free Parking dates for 2018.

To receive a report on the Parking Review

To appoint the Internal Auditor for the 2016/17 Audit

20. 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 A STAFF MATTER.

Cllr M 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 to decide on the preferred candidates for the Maintenance Team summer operatives. **All present agreed.**

21. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 28th March 2017 at 7.00pm in the Princes Centre, Clifford Road, Princes Risborough.

There being no further business to discuss the Meeting closed at 8.40pm

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

Appendix 1

TRAFFIC ANALYSIS REPORT

For Project: Askett

Location/Name: Incoming Dir

Report Generated: 31-Jan-17 6:33:45 PM

Speed Intervals = 5 mph

Time Intervals = 5 minutes

Traffic Report From 06-Sep-16 7:50:00 PM through 28-Nov-16 7:25:58 PM

85th Percentile Speed = 26.1 mph

85th Percentile Vehicles = 84,560 counts

Max Speed = 45.0 mph on 09-Sep-16 3:30:00 PM

Total Vehicles = 99,482 counts

AADT: 1198.8

Volumes - weekly vehicle counts

Time	5 Day	7 Day
Average Daily	2,612	2,558
AM peak 8:00 to 9:00	145	115
PM peak 5:00 to 6:00	243	225

Speed

Speed limit: 20 mph

85th Percentile Speed: 26.1 mph

Average Speed: 21.1 mph

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sunday Count over limit 8133	8779	8109	8945	7952	9704	9434
% over limit 59.7	61.6	62.9	62.5	62.3	59.9	61.0
Avg speeder 24.1	24.1	24.2	24.2	24.2	24.2	24.2

TRAFFIC ANALYSIS REPORT

For Project: Mill Lane E

Location/Name: Incoming Dir

Report Generated: 31-Jan-17 6:36:49 PM

Speed Intervals = 5 mph

Time Intervals = 5 minutes

Traffic Report From 01-Jan-70 12:05:00 AM through 08-Jan-70 5:05:02 AM

85th Percentile Speed = 32.1 mph

85th Percentile Vehicles = 4,347 counts

Max Speed = 55.0 mph on 02-Jan-70 10:15:00 AM

Total Vehicles = 5,114 counts

AADT: 709.5

Volumes - weekly vehicle counts

	Time	5 Day	7 Day
Average Daily		685	661
AM peak	8:00 to 9:00	44	43
PM peak	5:00 to 6:00		

Speed

Speed limit: 30 mph

85th Percentile Speed: 32.1 mph

Average Speed: 25.2 mph

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sunday						
Count over limit	147	155	204	222	139	140
142						
% over limit	24.7	21.6	24.3	23.0	17.5	21.5
25.8						
Avg speeder	33.8	33.5	34.0	33.7	33.8	33.7
33.6						

TRAFFIC ANALYSIS REPORT

For Project: Mill Lane W

Location/Name: Incoming Dir

Report Generated: 31-Jan-17 6:37:28 PM

Speed Intervals = 5 mph

Time Intervals = 5 minutes

Traffic Report From 12-Jan-17 12:23:54 PM through 20-Jan-17 11:35:00 AM

85th Percentile Speed = 30.9 mph

85th Percentile Vehicles = 3,510 counts

Max Speed = 50.0 mph on 14-Jan-17 2:10:00 PM

Total Vehicles = 4,130 counts

AADT: 518.5

Volumes - weekly vehicle counts

	Time	5 Day	7 Day
Average Daily		512	497
AM peak	8:00 to 9:00	68	53
PM peak	5:00 to 6:00	48	42

Speed

Speed limit: 30 mph

85th Percentile Speed: 30.9 mph

Average Speed: 24.1 mph

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sunday						
Count over limit	121	113	131	89	88	99
81						
% over limit	20.5	17.7	19.1	13.3	13.9	20.7
18.4						
Avg speeder	34.1	33.8	33.6	33.6	33.5	33.8
34.0						

TRAFFIC ANALYSIS REPORT

For Project: Crowbrook Road S

Location/Name: Incoming Dir

Report Generated: 31-Jan-17 6:38:17 PM

Speed Intervals = 5 mph

Time Intervals = 5 minutes

Traffic Report From 04-Jan-17 12:42:05 PM through 11-Jan-17 5:22:05 PM

85th Percentile Speed = 28.0 mph

85th Percentile Vehicles = 1,790 counts

Max Speed = 40.0 mph on 04-Jan-17 2:32:05 PM

Total Vehicles = 2,106 counts

AADT: 292.7

Volumes - weekly vehicle counts

	Time	5 Day	7 Day
Average Daily		307	277
AM peak	8:00 to 9:00	1	1
PM peak	5:00 to 6:00	25	23

Speed

Speed limit: 20 mph

85th Percentile Speed: 28.0 mph

Average Speed: 20.4 mph

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sunday						
Count over limit 125	179	184	230	198	198	144
% over limit 71.4	44.3	66.4	70.1	70.5	48.3	62.3
Avg speeder 25.9	25.2	25.4	25.5	25.4	25.4	25.3

TRAFFIC ANALYSIS REPORT

For Project: Crowbrook Road N

Location/Name: Incoming Dir

Report Generated: 31-Jan-17 6:39:32 PM

Speed Intervals = 5 mph

Time Intervals = 5 minutes

Traffic Report From 12-Jan-17 12:19:35 PM through 19-Jan-17 2:25:00 PM

85th Percentile Speed = 29.3 mph

85th Percentile Vehicles = 1,221 counts

Max Speed = 45.0 mph on 15-Jan-17 1:05:00 PM

Total Vehicles = 1,436 counts

AADT: 202.6

Volumes - weekly vehicle counts

	Time	5 Day	7 Day
Average Daily		196	188
AM peak	8:00 to 9:00	26	22
PM peak	5:00 to 6:00	13	12

Speed

Speed limit: 20 mph

85th Percentile Speed: 29.3 mph

Average Speed: 23.0 mph

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sunday						
Count over limit 112	173	158	162	160	116	145
% over limit 80.0	74.9	74.5	71.1	69.0	59.5	73.2
Avg speeder 26.6	26.1	26.0	25.7	26.2	25.5	25.9

TRAFFIC ANALYSIS REPORT

For Project: Longwick Road In

Location/Name: Incoming Dir

Report Generated: 31-Jan-17 6:40:12 PM

Speed Intervals = 5 mph

Time Intervals = 5 minutes

Traffic Report From 20-Jan-17 12:04:49 PM through 27-Jan-17 11:45:00 AM

85th Percentile Speed = 34.6 mph

85th Percentile Vehicles = 31,615 counts

Max Speed = 65.0 mph on 20-Jan-17 10:05:00 PM

Total Vehicles = 37,194 counts

AADT: 5323.9

Volumes - weekly vehicle counts

Time	5 Day	7 Day
Average Daily	5,354	4,890
AM peak	8:00 to 9:00	588 463
PM peak	5:00 to 6:00	520 440

Speed

Speed limit: 30 mph

85th Percentile Speed: 34.6 mph

Average Speed: 28.7 mph

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sunday						
Count over limit	2015	2303	2030	1968	2274	2010
1601						
% over limit	34.5	38.3	34.6	32.3	38.4	46.0
51.6						
Avg speeder	34.5	34.5	34.6	34.4	34.7	35.3
35.4						

TRAFFIC ANALYSIS REPORT

For Project: Wycombe Road In

Location/Name: Incoming Dir

Report Generated: 31-Jan-17 6:40:45 PM

Speed Intervals = 5 mph

Time Intervals = 5 minutes

Traffic Report From 20-Jan-17 11:40:00 AM through 27-Jan-17 11:45:00 AM

85th Percentile Speed = 33.5 mph

85th Percentile Vehicles = 57,045 counts

Max Speed = 70.0 mph on 21-Jan-17 3:10:00 AM

Total Vehicles = 67,112 counts

AADT: 9582.7

Volumes - weekly vehicle counts

	Time	5 Day	7 Day
Average Daily		9,469	8,829
AM peak	8:00 to 9:00	761	625
PM peak	5:00 to 6:00	944	866

Speed

Speed limit: 30 mph

85th Percentile Speed: 33.5 mph

Average Speed: 27.4 mph

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sunday						
Count over limit	2873	2878	2767	2766	3297	2975
2714						
% over limit	28.1	27.7	26.1	25.5	31.1	36.1
43.7						
Avg speeder	34.0	34.1	34.2	34.1	34.1	34.7
35.0						