

**PRINCES RISBOROUGH TOWN COUNCIL  
MINUTES OF A MEETING OF THE TOWN COMMITTEE  
HELD ON TUESDAY 12<sup>th</sup> SEPTEMBER 2017 AT 7.00PM  
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

**PRESENT**

Chairman Cllr. J Coombs,  
Cllrs, P Summerbell, N Davis, A Ball, I Pearce, D Knights, M Walsh, I McLauchlan and J Roberts  
Deputy Clerk to the Town Council – Kirsty Pope  
Clerical Assistant – Jayne Mylchreest  
8 members of the public were in attendance.

**1. TO RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr G Hall who had work commitments and Cllr A Turner who was on holiday

**2. MINUTES**

**RESOLVED:** To agree the minutes of the Town Committee meeting held on the 8<sup>th</sup> August 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. None were received.

**4. MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING OF 8<sup>th</sup> AUGUST 2017 NOT OTHERWISE ON THE AGENDA**

Agenda Item 14 26/17 Action To Be Taken Concerning Pyrtle Spring

The Risborough Countryside Group has advised that they would be happy to be involved in clearing Pyrtle Spring. A resident has been asked to contact the owners to remove the rubbish.

**5. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE**

An email from a resident has been received regarding a bicycle at the Market House

The resident has advised that a bicycle was chained to the new staircase and is concerned that this could cause damage and requests the Town Council to consider a 'No Bicycle' sign be erected.

**Resolved:** To order a sign prohibiting bikes to be left in the area.

**KP**

An email has been received from a resident regarding an article in Crosstalk 'Maintaining our Town'

The resident states that the article says the clearing of streams is additional routine work but the stream at a relative's property has never been cleared.

**Resolved:** To reply that the article in Crosstalk refers to stream clearance in the parks that the Town Council own.

**JM**

An email has been received from a resident regarding the timer on the gates at the Stratton Memorial Garden

The resident has offered to be in charge of the timer on the gates as the Maintenance Team Leader is on long term sick leave and the gates are closing late.

**Resolved:** To decline but thank them for their kind offer.

**KP**

Emails have been received from the organiser of an Artists and Makers Fair being held at the Community Centre requesting permission to hang a banner on a fence to advertise the event.

The organiser has asked for permission to hang a banner on the fence on the right hand side of the road leading to the Community Centre to advertise an Artist and Makers Fair in November.

**Resolved:** To agree that the banner can be put up for one week as a one off and that the banner is displayed in a satisfactory manner.

**KP**

An email has been received from a resident regarding smoking in the High Street and Duke Street The resident requests that the Town Council impose a no smoking area in the High Street and Duke Street.

**Resolved:** To reply that the Town Council does not have any legal authority regarding smoking in the town. **JM**

A complaint has been received from a resident regarding the pedestrian crossing on the Aylesbury Road

The resident complains that he has nearly been knocked over on the pedestrian crossing by the Catholic Church as it is too close to the roundabout and people are focusing on getting on to the roundabout or getting off it and says that the crossing should be moved to opposite the park.

**Comments have been noted and forwarded to Bucks County Council who are the responsible authority. **SG****

A further email has been received regarding a request to make an area of Wades Park into a car park for a badminton club

The organiser of a badminton club is concerned that the group cannot park at The Mount car park on a Thursday and have to wait for spaces.

**Resolved:** To reply that a car park cannot be accommodated in Wades Park as it is not in keeping with the Wades Park Master Plan. **JM**

An email has been received from Risborough Rangers regarding the storage of their equipment

Risborough Rangers request an estimated date when the new lock up will be available and ask if they can use the Town Council storage in the meantime to store their newly purchased equipment.

**Resolved:** To reply that the Town Council sympathise that the new lock up is not ready but are unable to provide storage for their recently purchased equipment. **KP**

A further letter has been received from Churchill Homes regarding the vandalism at the KGV park

Churchill Homes state that they cannot be reasonably held responsible for those who choose to break in to their development and that they and the Town Council have been the unfortunate victims of crime. They note that the Town Council may take action arising from this matter but feel that any action would be better directed at those that caused the damage to the play equipment and not Churchill Homes.

**Resolved:** To reply to Churchill Homes that young members of the town and users of the skate park attended the meeting and expressed how upset they were that their skate park had been vandalised and offered to fundraise to make improvements and ask Churchill Homes for a donation towards the cause.

All present agreed for Cllr D Knights to draft a letter to be circulated to the members for their approval. **DK**

An email has been received from a resident regarding the basketball court at St Dunstan's Park

The resident requests that the basketball court markings be redrawn to reflect the current rules as his children now compete at county and regional level.

**Resolved:** For the office to contact the National Basketball Association for guidance for the current markings and schedule the works into the Maintenance Team winter programme. **KP**

A complaint has been received regarding dog waste in The Crescent Park

The resident complains that her nephew put his hands in dog waste that was at the top of the slide in St Dunstan's Park and was also on the matting and says that it is wrong to have the dog waste bin in the park and to allow dogs in the park. The request is to secure the playground remove the dog waste bin and put up signs to ban dogs from the area.

**Resolved:** To reply that the issues regarding the dogs in the park will be reported to the Dog Warden at Wycombe District Council and that new signage would be considered in all the parks in the town but the dog waste bin would not be removed from the park. **JM**

A letter has been received from a disabled resident regarding permission to let dogs off leads in the parks

The resident requests permission to let his dogs off their leads in the park but under control as he is disabled or that the Town Council provide an area in one of the parks for this purpose.

**Noted.**

## **6. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT**

Cllr N Davis reported that a pothole in Station Approach is filling up with water.

**All present agreed** for the office to report the issue to Thames Water and Network Rail. **JM**

## **7. A REPORT FROM THE LIGHTING WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT**

There were no priority items in the Risk Assessment Report.

Cllr M Walsh informed the members that a trial of LED lanterns in Ash Road is taking place with half using 32 watt lanterns and half using 16 watt lanterns.

## **8. A REPORT FROM THE STRATTON MEMORIAL GARDEN WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT**

The office confirmed that the dispute between the Town Council and a contractor has not progressed as the contractor is not replying to correspondence but the contractors gravel had now been removed from the Gardens by the Maintenance Team.

**Resolved:** To write to the contractor to advise that further action is being considered and to request the deposit paid be returned and the gravel removed and to submit an application to the Small Claims Court. **MW/SG**

## **9. 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

**t 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.

**10. A REPORT FROM THE FOLLOWING WORKING GROUPS:**

- a) MARKET HOUSE – Cllrs M Walsh and J Combs informed the members that they had met with the Project Manager to discuss the work still to be completed and to express dissatisfaction with some of the aspects of the project and had previously circulated a report to the members.  
Councillors are requested to advise the office of equipment required for the completion of the project **ALL**  
The office is requested to contact the Project Manager to advise that the clock casing is stopping the pendulum from swinging fully. **JM**
- b) DEVOLVED SERVICES – Nothing to report.
- c) WADES PARK MASTER PLAN –  
Cllr M Walsh informed the members that the plan has been agreed and is to be implemented and the Memorandum of Understanding between Network Rail and the Town Council regarding the underpass is to be discussed at the Town Council meeting in September.

**11. PROJECTS FOR THE ESTIMATES BUDGETS 2018/2019**

Cllr A Turner proposed costing out how much it would be to put a lay-by in opposite the parade of shops in Monks Risborough to accommodate the Community Bus.

Cllr A Ball proposed costing the introduction of CCTV in the parks

Cllr J Coombs proposed to cost play equipment in the parks and outdoor exercise equipment in one area.

Cllr M Walsh proposed to cost finishing the following -:

-finishing the compound – skate park- mower that was brought 3 years ago- bus shelters – large signs to advertise that the Town Council own and maintain the parks. **KP**

**12. PARTICIPATING IN THE RIBBONS OF POPPIES PROJECT**

Cllr N Davis proposed to commemorate the centenary of Armistice Day next year by planting poppy seeds to flower next year. **All present agreed** for Cllrs N Davis and I McLauchlan to establish a working group to plan the project and report back to the members at the next meeting in October. **ND/IM**

**13. QUOTATION FROM SSE REGARDING THE REPAIRS TO LIGHTING COLUMN 339 SUMMERLEYS ROAD**

A quotation has been received from SSE to action the investigation and repairs of Column 339 on Summerleys Road at a cost of £ 694.86 + vat.

**Resolved:** To approve the quotation at £ 694.86 + vat **JM**

**14. REPORT ON THE EARLE MITCHELL CHANGING ROOM PROJECT**

Cllrs A Ball and J Coombs informed the members that they had visited the pavilion to investigate the remedial work required to enhance the changing rooms as the Town Council has been successful in obtaining a Tesco Bags of Help grant of £1000. A list of requirements had previously been circulated to the members for their consideration. The office is requested to contact Risborough Rangers to request their help as this a community project and to arrange a meeting to discuss which area of works they can deal with and for the office to request quotations for the works that require professionals to be considered at the Estimates meeting. **KP**

**15. AGENDA ITEMS FOR NEXT MEETING.**

To receive a report from the Participating In The Ribbons Of Poppies Project Working Group

**16. 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 PREFERRED CONTRACTOR FOR THE SKATE PARK REPAIRS AND A RECOMMENDATION TO THE TOWN COUNCIL FOR THE SUPPLIER AND CONTRACTOR FOR THE GARAGE AT WADES PARK.** 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.**

**17. DATE OF NEXT MEETING**

The date of the next meeting of the Committee is to be on 10<sup>th</sup> October 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 8.15 pm.