

**TOWN COMMITTEE
BOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE**

**HELD ON TUESDAY 21st AUGUST 2012 AT 7.30PM
IN PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH**

PRESENT

Chairman J Coombs
Cllrs R Orsler, P Williams, W Woolf, B Bendyshe-Brown and Cllr Summerbell
Deputy Clerk to the Town Council . Kirsty Pope

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted by Cllr Streule, Cllr Turner, Cllr Rolfe and Cllr Hall

2. MINUTES

The minutes of the previous meeting of the Town Committee, having been previously circulated, were amended and 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 in which they may have in any of the items under consideration. None were declared.

4 .TOWN & LIGHTING MATTERS INCLUDING RISK ASSESSMENT REPORT

The poppy cross at Duke Street gardens needs re-addressing as the members were concerned with the appearance of the re-designed version. Cllr Coombs agreed to look into this and report back to the committee. **JC**

The Clerk is requested to follow up with Cllr Turner on the action point from the previous meeting regarding the risk inspection at St Dunstan's park. **KP/AT**

The Clerk is requested to send a letter (under devolved services) to the resident(s) of the cottage on the corner of Wellington Avenue & Longwick Road (police station side) due to overhanging vegetation. **KP**

The Clerk is requested to contact the conservation officer at WDC regarding the state of building in Church Street, nr the Whiteleaf PH. **KP**

The members asked for the office to organise a meeting with BCC to discuss the parking issues in general in the town. Cllr Bendyshe-Brown expressed his concern with the parking issues by the station. **KP**

The office is to report a large number of deep potholes in Woodfield and Crossfield Road. **KP**
Cllr Coombs presented to the members, a plan covering 11 areas of the town that could be allocated to a council member for their responsibility. Members were asked to consider this plan and relay their comments to Cllr Coombs. **ALL**

Cllr Williams asked if the council notices placed in the Market House could be aligned correctly as some of the wording is covered by the inner wood panels. **KP**

5. STRATTON MEMORIAL GARDEN MATTERS

Cllr Woolf advised the members that the composting area is looking extremely impressive. Wildlife Meadow . Cllr Williams voiced her concerns with the recent cutting of the meadow and the amount of grass left behind. The Clerk is requested to speak to Risborough Countryside Group. Cllr Williams asked for the Deputy Clerk to minute that she is concerned with the amount of work that the Maintenance Team is expected to carry out. Cllr Williams was reminded that any issues relating to staff and their work schedule should be directed to the Clerk. **KP**

6. PARK MATTERS INCLUDING RISK ASSESSMENT REPORT

Wades Park

No comments noted.

St Dunstan's Park

The Clerk is requested to follow up with Cllr Turner on the action point from the previous meeting regarding the risk inspection at St Dunstan's park. **KP/AT**

at weekends. Members asked to consider signage/litter
ALL

The Crescent Park

The Clerk is requested to contact Manor Estates about the amount of grass that was left on the park following the last cut. Cllr Summerbell advised that the picnic table is very well used and that an additional one should be considered for estimates next year.
KP

Earle Mitchell Park

No comments noted.

7. INVOICES FOR CONFIRMATION

Payment was agreed for the following invoices:

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8. TENDERS FOR CONSIDERATION

Work to Cherry Trees along Station Road.

The Clerk presented 2 quotes to the members and advised that 2 additional suppliers did not quote. It was proposed by Cllr Coombs to make a recommendation to the Town Council to accept quote number 1. Seconded by Cllr Woolf. All present agreed.

Work to Stratton Memorial Gardens to add more edging for burials

The Clerk presented a quote for the supply and installation of additional edging required at the Memorial Garden as currently only 4 spaces are available. Cllr Bendyshe-Brown proposed that this quote is accepted, seconded by Cllr Woolf. All present agreed

9. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COUNCIL.

E-mail from Ward & Co re: tileguards for Dovecote.

The Clerk advised the meeting that following a site visit by the supplier it was discovered that the initial system needs some additional work to it, therefore resulting in an additional cost of £268. As this has been highlighted as high priority on the risk assessment, Cllr Bendyshe-Brown proposed that the members accepted this additional cost. Seconded by Cllr Woolf. A vote was taken with 1 abstention and 5 in favour. The motion was therefore carried.

Email from Surmans re: charge for additional inscription on a plaque.

The members agreed there would be no additional charge.

Email from resident re: cost to extending an Exclusive Right of Burial for a further 25 years.

It was agreed by all that the cost should be based on 50% of the existing 50year rate. Therefore this would be £325 for a full burial plot and £56.50 for an ashes plot. All present agreed to make a recommendation to the Town Council to update these charges.

Email from resident re: trees at the entrance to Stratton Memorial Garden

All present agreed to advise the resident that these trees are not under the Town Council ownership. However, the Town Council will make an effort to keep their curtilage tidy. The Clerk is requested to provide the resident with the owners contact details.
KP

Certificate from BALC re: Best Kept Village.

The members wished to congratulate the Maintenance Team on their hard work and for achieving a Highly Commended grade in the Michaelis Cup as per of this year's Best Kept Village competition. The members also asked for this to be placed under correspondence for the September Town Council meeting.

10. ON REPLACING THE BROKEN BENCH BY THE MUGA IN WADES PARK.

The Clerk is requested to obtain a quote to repair this bench and a comparative quote for a ranger bench (similar to existing benches in this park). It was agreed that this vandalism should be mentioned in the next Crosstalk newsletter.
KP

11. ON THE ACTION TO BE TAKEN IN PROGRESSING THE ADDITION TO THE WAR MEMORIAL OUTSIDE OF THE LIBRARY.



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ferred to as enhancing the garden area by the tree outside tes for the work required. The Clerk is requested to hem to assist in keeping this area tidy. KP

12. APPOINTING A PREFERRED CONTRACTOR FOR SMALL JOBS AND H&S WORK

Agreed by all to carry this item forward to the next meeting.

13. ON SEEKING A CREATION FOR A MEMORIAL ON KOP HILL.

Agreed by all to carry this item forward to the next meeting.

14. TO RECEIVE AN UPDATE ON THE MARKET HOUSE.

Agreed by all to carry this item forward to the next meeting.

15. ON WHETHER TO REQUEST MORE DOG LITTER BINS AROUND THE TOWN.

Agreed by all to carry this item forward to the next meeting as not enough background information was available.

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16. ON THE WORDING FOR A PLAQUE TO BE PLACED IN THE ROSE GARDEN AT STRATTON MEMORIAL GARDEN.

It was agreed by all to cost up a plaque with the following wording %The roses in this garden were generously donated to celebrate of the Queens Diamond Jubilee 2012+

The Clerk is requested to obtain a quote for the plaque.

KP

17. AGENDA ITEMS FOR NEXT MEETING

- To receive an update on the town signage review.
- Appointing a preferred contractor for small jobs and health & safety work
- On seeking a creation for a Memorial on Kop Hill.
- To receive an update on the Market House.
- On whether to request more dog litter bins around the town.

16. NEXT MEETING

The date of the next meeting of the Committee is to be held on 11th September and will be held in Princes Centre, Clifford Road, Princes Risborough.

There being no further business the meeting closed at 8.45pm

Chairmanõ õ õ õ õ õ õ õ õ õ õ õ õ Date õ õ õ õ õ õ