

**PRINCES RISBOROUGH TOWN COUNCIL**  
**Draft MINUTES OF A MEETING OF THE TOWN COMMITTEE**  
**HELD ON TUESDAY 8<sup>TH</sup> AUGUST 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, A Turner, G Hall and J Roberts  
Clerk to the Town Council – Susanne Griffiths  
Deputy Clerk to the Town Council – Kirsty Pope  
No members of the public were in attendance.

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

Apologies were received from Cllrs M Walsh and D Knights who were on holiday, I McLauchlan who was unable to attend due to work commitments and Kevin Locke – MT Leader who was unable to attend due to sickness.

**2. MINUTES**

**RESOLVED:** To agree the minutes of the Town Committee meeting held on the 11<sup>th</sup> July 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 11<sup>TH</sup> JULY 2017 NOT OTHERWISE ON THE AGENDA**

Cosper memorial work still o/s – office to confirm that it is on the MT schedule

KP

Agenda Item No 10, page 22/17 skate park vandalism at the King George V park

Letters have been received from Churchill Homes stating that they sympathise but cannot agree that they should bear the costs of the repairs to the skate ramps and enclose a cheque for £50.00 as a gesture of goodwill.

The estimated cost to repair this is approx. £1700.00

**Resolved:** To send a second letter to the Chairman to advise of the Town Council's disappointment with the offer and request the full amount.

SG

**5. REPORT FROM KEVIN LOCKE MAINTENANCE TEAM LEADER**

Kevin Locke was unable to attend.

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

An email has been received regarding parking at the Community Centre

The visitor to Princes Risborough states that it is becoming increasingly difficult to find parking when using the Community Centre on a Thursday and asks if it would be feasible to make a car park where the Children's playground used to be.

**Resolved:** To advise the visitor that a planning application is in progress to improve and extend the Community Centre into this area. The members would welcome feedback on whether the Mount Car Park is full.

SG

Further emails have been received from a resident regarding street lighting in Lime Road

The resident is pleased that the dangerous cable powering streetlights in Lime Road has been removed with the result that the first streetlight in Lime Road is no longer working and states again that the road was too dark at the mid section before this. The resident requests if there is a plan in place to resolve the issue and repeats his request again for another light.

**Resolved:** The decision made in the July meeting still stands. There is no budget for a new light in this financial year. The office is requested to obtain a quotation for the new underground connection for this existing light.

JM

An email has been received regarding bringing a Flavours of the World market to Princes Risborough in September or October

A company would like to stage a Flavours of the World market event in the town in September or October to include food and craft stalls.

**Resolved:** To contact the authorities where Flavours of the World are holding events during the next month in order to ascertain their thoughts on the success of the events held in their town.

SG

An email has been received from a resident requesting a seat to be placed on the Aylesbury Road

The resident has suggested a seat be placed at the junction of Shortborough Avenue and Westmead.

Cllr G Hall suggested that donated memorial benches have been used to provide seating around the town and that an article is included in the next Crosstalk informing residents of the opportunity to provide one.

**Resolved: There is no money available in the budget for this financial year to purchase a new bench. The office is requested to write to the relevant authority to investigate whether permission would be granted to locate a bench in this position in the future and what the cost would be to obtain the permission.** JM

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

There is overgrown vegetation in Upper Icknield Way on the junction with Wycombe Road, the office is requested to contact BCC. JM

In addition the hedge from the property is overgrown and a hedge cutting notice is to be sent. JM

Woodfield Road, a pothole in the pavement outside of the parade of shops is to be reported to BCC. JM

Contact Caroline Hughes at WDC to ascertain if there is a weed clearance schedule for Risborough. JM

Cllr Hall gave an update on the member's recent meeting with the Fire Authority who are keen to work with the steering group as part of the Town Plan.

Bus shelters to be repainted as part of the winter schedule. KP

The Clerk is requested to contact BCC to ascertain what permission is needed and what the costs involved would be to provide a Bus Stop Clearway in Place Farm Way, Monks Risboroughspace for the Community Bus. SG

The office is requested to write to Royal Mail to request that a new postbox is installed outside of the Post Office in Horns Lane. JM

The Maintenance Team to check the state of the weeds around the Community Centre. SG

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

There were no priority items in the Risk Assessment Report.

Cllr Hall advised the members that trials are currently taking place in Ash Road.

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

There has been no response from the contractor further to the discussion on the 28<sup>th</sup> June when he agreed to remove the incorrect shingle. The Clerk is requested to agenda an item for the next meeting to decide on the action to be taken concerning the contractor if no response is received in the next month.

**Resolved: To hire a mini digger to remove the shingle from the path way to the composting area.** SG

## **10. A REPORT FROM THE PARKS WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECISION ON ACTIONS TO BE TAKEN.**

**Cllr Hall requested that all parks are checked twice a day to ensure the locks are in place.** SG

### **Wades Park**

There were no priority items in the Risk Assessment Report

### **St Dunstan's Park**

There were no priority items in the Risk Assessment Report.

Stream clearance to be scheduled for the Autumn, Cllr Turner happy to be part of this working group. KP

### **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.

**Cllr Davis left the meeting at 7.53pm**

**Cllr Davis returned to the meeting at 7.56pm**

### **King George V Park**

There were no priority items in the Risk Assessment Report.

## **11. A REPORT FROM THE FOLLOWING WORKING GROUPS:**

### **a) MARKET HOUSE**

The members considered the quotations for furniture that was circulated prior to the meeting.

**Resolved; To order as per the quotation from Hunts Office Furniture increasing the chair order to 18.**

**Chair colour to be grey and graphite legs.** NM

### **b) DEVOLVED SERVICES – Nothing to report.**

**c) WADES PARK MASTER PLAN – quotes for the Risborough Rangers storage facility to be discussed at the next Town Council meeting.** KP/JM

## **12. THE DEVELOPMENT OF A TOWN COUNCIL LED COMMUNITY SPEEDWATCH SCHEME**

Cllr Davis updated the members on the current speed watch scheme undertaken by the Neighbourhood Action Group and the work involved including his concerns about the future of the scheme. **Cllr Hall proposed that the Town Council continue supporting the scheme as at present and not for the Town Council to administer the scheme.** Page 25/17

**Resolved: The Town Council is to continue supporting the NAG with assistance from the Maintenance Team in the winter months and providing cover for volunteers on community speed watch for public liability and personal accident purposes if all the information is given to the Town Council's insurers ahead of the event.**

**13. A HIRING CONTRACT FOR THE MARKET HOUSE MEETING ROOM.**

Deferred to the next meeting when it is anticipated that the refurbishment work will be complete.

**14. ACTION TO BE TAKEN CONCERNING PYRTLE SPRING**

Cllr Turner and Cllr Walsh visited the area due to the fly tipping concerns. A resident has offered to contact the land owner to request that arrangements are made to clear the spring of the rubbish including a shopping trolley and two bikes.

**SG**

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

**To discuss and decide on the action to be taken concerning the contractor for the Stratton Memorial Garden path.**

**To discuss and decide on the terms for a contract for residents to hire the meeting room in the Market House.**

**16. DATE OF NEXT MEETING**

The date of the next meeting of the Committee is to be on 12<sup>TH</sup> September 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 8.30 pm.

Chairman.....

Date .....