

**MINUTES TOWN COMMITTEE
DRAFT PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 10TH JANUARY 2017 AT 7.00PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Chairman Cllr. J Coombs,
Cllrs A Turner, M Walsh, A Ball, P Summerbell and I McLauchlan
Clerk to the Town Council – Susanne Griffiths
Deputy Clerk to the Town Council – Kirsty Pope
No 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. Cllr Knights & Cllr Hall are both away on holiday.

2. MINUTES

To receive and accept the draft Minutes:

RESOLVED: That the draft Minutes be duly received, accepted and agreed and that the minutes of the Town Committee meeting on the 13th December 2016 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.

4. MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING OF 13TH DECEMBER 2016 NOT OTHERWISE ON THE AGENDA

No matters were discussed.

5. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

There were no priority items on the Risk Assessment Report.

Cllr Turner advised the members that the current St George flag needs to be replaced due to wear & tear. The office is request to obtain quotes and to look at prices for the next size up. **NM**

Cllr McLauchlan advised the members that the hook that is used to mount the wreath outside the library needs to be replaced. **KP**

6. A REPORT FROM THE LIGHTING WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT

There were no priority items in the Risk Assessment Report.

7. A REPORT FROM THE STRATTON MEMORIAL GARDEN WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECISION ON ACTIONS TO BE TAKEN.

There were no priority items in the Risk Assessment Report.

Cllr Turner advised the members that following a routine visit, the roof on the existing stable is very vulnerable and is in need of some repair work. The office is requested to obtain quotations for the repair work. **KP/KL**

8. 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

St 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.

WDC have confirmed that they have sufficient funds available to plant some new trees in this park to replace the trees that were previously felled due to the tree inspection report. The members agreed to meet at the park with Phil Simpkin from WDC on Thursday (12th Jan) to discuss the locations. **SG/MW/PS**

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

9. A REPORT FROM THE FOLLOWING WORKING GROUPS:

- a) MARKET HOUSE – Cllr Walsh updated the members and confirmed that a site meeting is planned for this Friday 13th, in the meantime the office is requested to chase up the latest with the quote for the aerial for the public Wi-Fi. **NM**
- b) DEVOLVED SERVICES – The Clerk was pleased to confirm that Lacey Green PC has accepted the renewal quotation for the maintenance contract for the next 3years.
- c) WADES PARK MASTER PLAN –
The Deputy Clerk confirmed that a meeting is planned for Thursday 12th January with both UK Power Networks and the architect to progress the plans. The office is requested to source quotes for the drop kerb as part of the planning application. **KP**

10. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received from Buckinghamshire County Council regarding the Local Priority Form
B.C.C. request the Town council to complete a form to highlight the Town Council's local infrastructure priorities in relation to Section 106 requests for funding from development. The members agreed the following; secondary school provision, bridging the road gap to be HGV ready, GP surgery relocation, town centre public realm improvement, including parking, town traffic management package, Wades Park improvements, off-site cycling and walking improvements, burial ground improvements, community centre improvements and tourism interpretation, signage and local improvements to reserves, viewpoints.

A further email from Wycombe District Council has been received regarding a consultation from British Telecom
W.D.C. has recently been notified by BT of their proposals to permanently remove 54 public call boxes in the District. The list of the call boxes can be found by using Consultee Access under reference number 16/07915/CONBT with the draft decision. Representations on the proposal need to be submitted by the 12th January 2017. **Comments noted.**

An email has been received from a resident requesting to use the Earle Mitchell park
A resident has asked if his football team can share the pitch at the Earle Mitchell park for the 2017/18 season. The office is requested to find out which days they would need the pitch and to then liaise with Risborough Rangers for information on their current requirements. **KP**

An email has been received from a contractor requesting access to the Stratton Memorial Garden
The contractor requests permission to remove three wooden rails to a section of the wooden fence at the Stratton Memorial Garden to use a cherry picker at an adjacent property to renew guttering. The members agreed that this request should be dealt with directly with the residents and not the contractor. The members agreed that a member of the maintenance team should be onsite during the work and a fee of £100 should be applied for maintenance team time. In addition a bond of £500 is required to cover any damage made to the gardens or the fence/hedging during the duration of the work. **KP**

11. RENEWAL OF THE LEASE OF THE MAINTENANCE TEAM CITROEN BERLINGO

A reminder has been sent from Fulton Leasing to advise that the Maintenance team Citroen Berlingo & Hi-Lux vehicle is due for renewal on the 9th March 2017.

Resolved: For Cllrs Walsh/Coombs & Ball to meet with the Maintenance Team Leader to discuss vehicle requirements for the forthcoming year. **MW/AB/LC/KL**

12. THE SIZE OF TWO CALOCEDRUS TREES FOR THE STRATTON MEMORIAL GARDEN

The Clerk presented two options and quotations:-

- a) Carlocedrus Decurrens in stock from April 30cm tall and cost £28 plus £8.95 post
- b) stock trees that grow 2/12 m in height £124 plus £110.00 post

Resolved: To liaise with Phil Simpkin at WDC with regards to his opinion on the quotes received and the size requirements for the trees. **SG**

13. AGENDA ITEMS FOR NEXT MEETING.

To be confirmed

14. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 14TH February 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 7.50pm.

Chairman..... Date