

**MINUTES TOWN COMMITTEE  
PRINCES RISBOROUGH TOWN COUNCIL  
Draft MINUTES OF A MEETING OF THE TOWN COMMITTEE  
HELD ON TUESDAY 13th JUNE 2017 AT 7.00PM  
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

**PRESENT**

Chairman Cllr. J Coombs,  
Cllrs M Walsh, P Summerbell, N Davis, A Ball, D Knights, I McLauchlan, G Hall, I Pearce and A Turner  
Clerk to the Town Council – Susanne Griffiths  
Deputy Clerk to the Town Council – Kirsty Pope  
No member of the public was in attendance.

**1. ELECTION OF CHAIRMAN**

To elect the Chairman  
Cllr Ball proposed Cllr Coombs  
Seconded by Cllr Walsh  
A vote was taken

**RESOLVED:** That Cllr Coombs be duly elected Chairman for the year 2017/2018  
Cllr Coombs in the Chair

**2. 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.  
No apologies were received.

**3. MINUTES**

**Resolved:** To agree the minutes of the Town Committee meeting held on the 9<sup>th</sup> May 2017 be signed as a true record.

**4. 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 declared.

**5. ELECTION OF VICE CHAIRMAN**

To elect the Vice Chairman  
Cllr Ball proposed Cllr Hall  
Seconded by Cllr Walsh  
A vote was taken

**RESOLVED:** That Cllr Hall be duly elected Vice Chairman for the year 2017/2018

**6. MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING OF 9<sup>th</sup> MAY 2017 NOT OTHERWISE ON THE AGENDA**

An email has been received from a resident regarding the zip wire at the Crescent play area Agenda Item No 10 page 14/17

The resident has reported that children are climbing the metal frame at the end of the zip wire. The office was requested to ask Safe & Sound for any recommendation to resolve this issue.

Safe & Sound suggested painting the top bars 500mm down each leg with anti-climb paint and display a warning sign. **Resolved: not to paint with anti climb paint.**

Cllr Turner confirmed that the new St Georges flag has been installed and suggested a replacement Union flag of the same size is also purchased. **Resolved: the office to order a replacement flag.** **NM**

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

There were no priority items on the Risk Assessment Report.

The office advised the members that the door to the new telephone box is not opening fully and it appears that the door needs to be fitted with new straps. **Resolved: for the office to contact the supplier in order for them to resolve this issue.** **JM**

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

There were no priority items in the Risk Assessment Report.

Email received from a resident regarding their concerns street lighting in Lime Road

**Resolved: To request a site visit from SSE to investigate the issued raised by the resident.** The members agreed that no budget has been allocated for additional lighting this financial year. **JM**

Cllr Hall updated the members that a meeting is due to be scheduled with the LED lighting contractors to discuss the submitted tenders.

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

A report from Cllrs M Walsh and J Coombs regarding a residents request to remove trees that border their property with the SMG to enable them to erect a new fence. **Resolved: to give the resident permission to remove the tree stump at their own cost.** KP

Cllr Knights suggested that in view of the on-going work to the paths, a sign is made up to advise residents that work is currently being carried out to the paths and apologies for any inconvenience caused. **Resolved: for the office to order the relevant signage** KPA

### Quotation to repair the stable roof

A quotation has been received to replace timber fascias and timber round posts, fix guttering remove debris and leave the site clean at £ 350.00. **Resolved: for the office to raise a work order.** KP

### Britain in Bloom competition on the 14<sup>th</sup> July 2017

Cllr A Turner proposed to withdraw from the Britain in Bloom competition this year in view of the issues with the laying of the pea shingle on the pathway. **Resolved: to withdraw from this year's competition.** NM

## **10. 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.

**Item highlighted as priority 1 has been removed and repaired.**

### St Dunstan's Park

There were no priority items in the Risk Assessment Report. Issue with gates not closing correctly, the office to investigate. 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. The office reconfirmed that the Bags for Help scheme is still open in Tescos with a view to using any potential grant towards the continued refurbishment of the changing rooms. Cllrs Coombs and Ball agreed to help drive the project forward. AB/JC

Cllr Hall suggested that the Upper Icknield Way road sign need replacing, Cllr Knights agreed to contact WDC to ask if they would be able to replace the sign and make an amendment to include "this leads to Earle Mitchell recreation ground". DK

The benches in the park need some attention, the office is requested to ask the maintenance team to look into this. KP

### 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 – Cllr Walsh updated the members to confirm that the staircase is progressing well for completion in 2 weeks. The office has chased the project manager to ensure the electrics are also in place for festival day.
- b) DEVOLVED SERVICES – nothing to report
- c) WADES PARK MASTER PLAN- planning application submitted for the Community Centre expansion. Letter to WDC to advise that we are aware of their expansion plans for Risborough Springs and they need to engage with the Town Council with regards to the current lease. SG
- d) MARKET WORKING GROUP- The office requested confirmation of the exit time for traders vans after unloading. Working group members confirmed that vehicles must be off site by 0900.

## **12. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE**

### An email has been received from Bucks County Cllr Bill Bendyshe-Brown regarding car parking complaints

Residents on the Trees estate have complained about car parking in their area. Cllr Bendyshe-Brown has requested photographic evidence of the issues. **Resolved: For the office to contact Mark Averill at BCC to progress further** SG

### **Cllr Knights made his apologies and left the meeting at 7.47pm**

### An email has been received from a market stall holder regarding an illegally parked car

The stall holder has sent a photograph of a car illegally parked on the 11<sup>th</sup> May that was obstructing their market stall. **Resolved: To refer to the police to ask them to help resolve the issue.** SG

### An email has been received from a resident regarding the path in the KGV park

The resident has advised that one of the new paving slabs has cracked and the old path is in need of repair. Comments noted.

KP

A letter has been received from a resident regarding the condition of the grounds at The Princes Centre  
The resident has complained that the grounds surrounding The Princes Centre has been neglected.

**Resolved: Confirmed that the hedge will be cut at the end of the nesting season in addition a hedge notice will be sent to Red Kite to cut back their hedge that borders Gatensbury Place/Clifford Road.** KP/JM

An email has been received from Places for People Leisure regarding permission to display a banner  
Places for People Leisure who operate Risborough Springs and Fitness Centre request permission to display a banner in the town to advertise the Centre. **Resolved: the application is refused as it's not a charity organisation.** KP

An email has been received from a resident regarding unleaded dogs in the Westmead/Dunsmore area  
The resident is concerned that larger dogs are being walked" off the lead" and asks if the issue could be mentioned in the next edition of Crosstalk.

**Resolved: Cllr Hall will write a piece for the next issue of Crosstalk.** GH

An email has been received from Wycombe District Council Communications Officer regarding the Local Plan  
W.D.C. is working on putting an awareness campaign together to help local residents understand the progress and proposals for the town's expansion regarding the Local Plan and request the Town Council's assistance in promoting the campaign. **Resolved: The Town Council has agreed to hold a public meeting on the 13<sup>th</sup> July for residents of the parish.**

With regards to the banners, the members were not able to agree to the request due to the non-charity status. KP

An email has been received from a resident regarding the benches outside the George and Dragon  
The resident compliments the work of the Town Council Maintenance Team on the repairs of the benches outside the George and Dragon. Also suggests a location for a bench on the corner of Clifford Road and Wycombe Road. Comments noted.

A copy of a letter from Bucks County Council to a resident regarding speeding has been received  
A resident has written to B.C.C. regarding speeding issues on Whiteleaf Road. B.C.C. advise that they are unable to help and has suggested the resident contact the Town Council to request support and contact the Police on the residents behalf  
**Resolved: To pass this over to the NAG.** SG

An email has been received from a playground equipment supplier regarding a competition  
The supplier is running a competition to win a new range of variable resistance gym equipment  
**Resolved: The members requested that Cllr Knights looks into completing the relevant application form for this competition.** DK

### **13. RECOMMENDATION FROM THE STRATTON MEMORIAL GARDEN WORKING GROUP ON HOW TO RESOLVE THE ISSUE OF THE STRATTON MEMORIAL GARDEN GATES**

**Resolved: for the office to obtain quotes for an emergency button to be located in the garden. The office is requested to obtain suitable dates from Mr Wynn to meet and the SMG.** KP

### **14. MEMBERSHIP OF THE TOWN COMMITTEE WORKING GROUPS**

#### **Working Groups agreed as follows:**

Wades Park Car Parks – AT/JC/M Walsh/SG	Road Names – GH/AT/MW/AB/ND
CIL – AB/MW/AT/JC/SG	Thursday Market – MW/ND/JC/AT/IP
Parks – JC/AT/AB/ND	Wades Storage – MW/AT/JC/KP/KL
Lighting - GH/M Walsh/IP	Business Plan Review – MW/AB/SG
Devolved Services – M Walsh/AT/AB/SG	Town Council Policies IM/JC/ND/SG/AT
SMG – JC/AB/AT	Plan for Economic Regeneration AB/AT/IP/GH/ND/DK/SG
Wades Park Master Plan – M Walsh/AB/AT/JC/DK	
Market House – M Walsh/JC/IM/Will Streule/SG	

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

**To be advised.**

### **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 SUPPLIER OF GAZEBOS, WEIGHTS AND CANOPIES FOR THE MARKET**

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 11<sup>th</sup> July 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 8.15pm.