

**TOWN COMMITTEE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 12th JANUARY 2016 AT 7.00PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Chairman: Cllr J Coombs
Cllrs D Roper, I McLauchlan, P Summerbell, K Wilkins, A Ball & A Turner
Clerk to the Town Council – Susanne Griffiths
Deputy Clerk to the Town Council- Kirsty Pope.

1. WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr West, Cllr Hall, Cllr W Woolf, Cllr M Walsh & Cllr A Rolfe

2. MINUTES

The minutes of the previous meeting of the Town Committee on the 8th December 2015, having been previously circulated, were approved by the Meeting and were 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.

4. MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING OF 8th DECEMBER 2015 NOT OTHERWISE ON THE AGENDA.

No matters were discussed.

5. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

No matters were discussed.

6. A REPORT FROM THE LIGHTING WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECIDE ON ANY ACTIONS.

Nothing to report.

7. A REPORT FROM THE STRATTON MEMORIAL GARDEN WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECIDE ON ANY ACTIONS.

There were no priority items in the Risk assessment Report. Cllr Turner suggested that the spring cut of phase 2 of the garden, is completed early in spring. The office will advise the maintenance team.

8. A REPORT FROM THE PARKS WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECIDE ON ANY ACTIONS.

There were no priority items in the Risk assessment Report.

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.

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. INVOICES FOR CONFIRMATION

Payment was agreed for the following invoices:

Supplier	Nett	VAT	Total
Fulton Network MT vehicle	291.99	8.40	350.39
SSE – Col. 264 Stratton Road, replacement column	1110.61	222.12	1332.73
SSE – lighting maintenance	379.84	75.97	455.81

Safe & Sound – repair & replace equipment KGV/St Dunstans/Wades	328.00	65.60	393.60
Thames Water – changing rooms, Earle Mitchell	8.79		8.79
Briants – MT gloves	13.60	2.72	16.32
Lex Autolease – MT vehicle, Berlingo	198.60	39.72	238.32
Mr Box – container rent	39.00	7.80	46.80
Mr Box – 2 nd container rent	39.00	7.80	46.80
Blanchfords – MT paint	12.35	2.47	14.82
Briants – MT Gorilla glue tub	6.63	1.33	7.96
Briants – MT Ronseal	25.60	5.12	30.72
Esso Card – MT fuel	56.87	11.37	68.24
3 Mobile – MT mobiles	25.31	5.06	30.37
3 Mobile – MT mobiles	10.00	2.00	12.00
SSE – unmetered supply, street lighting	1905.01	381.00	2286.01
SSE – Rechargeable repairs for December quarter	1482.05	296.41	1778.46

10. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COUNCIL

Email dated 22nd December 2015 with ‘Clean for the Queen’ Resource Pack

All present agreed that this should be delegated to the Events Committee to action. In the meantime, it was suggested that the 5th March is designated as the clear-up day. Cllr Turner suggest that the Rag Pit is considered as one of the areas to be litter picked. The office is requested to contact Mr & Mrs Ruck to let them know of the plans.

KP

Email dated 23rd December 2015 regarding the Queen’s 90th Birthday Beacons

All present agreed that this should be delegated to the Events Committee to action,

KP

Emails 28th December regarding the Rail to Trail running event

All present agreed to this request.

KP

Email dated 7th January 2016 re the Town Council tendering for the Secondary School’s grounds contract.

All present agreed that the office should liaise with the school to discuss tendering for this contract for the 2017/2018 financial year, as the necessary resources are not available before this time.

SG

Email dated 8th January 2016 re the grating on the brook in Wade’s Park

The office will ask the Maintenance Team to look at clearing this, however if this does not alleviate the issue, the office is requested to contact Network Rail.

KP

Letter dated 8th January 2016 re light issue in Park Street

All present agreed that the office should contact SEC and see if a light filter or similar, could be placed on the light to reduce the brightness. In the meantime, the office is requested to contact the resident to confirm that the Town Council is looking at this issue.

JM

Letter dated 6th January re Liquidation of Action of Market Towns

All present agreed that due to the nominal value involved with a creditor claim, it was not worth pursuing this any further.

Email dated 12th January 2016 from Bledlow PC re devolved services request

All present agreed to accept this offer from Bledlow, subject to PRTC continuing to providing the BCC devolved services work, as it can be incorporated in the same visit but would not be cost effective as a standalone contract. **SG**

11. A REPORT FROM THE FOLLOWING WORKING GROUPS:

- a) MARKET HOUSE – still waiting for a response from WDC regarding the CIL application.
- b) DEVOLVED SERVICES – nothing to report.

12. ON WHETHER TO SIGN THE LICENCE WITH WDC TO SITUATE A BENCH ON LAND AT THE MOUNT.

Cllr Turner proposed that this licence is signed, Cllr McLauchlan seconded. **All present agreed.** The office is requested to action the necessary paperwork.

SG

13. ON PLANTING SPRING/SUMMER BULBS

The committee suggested that the spring bulbs are planted as soon as possible. The office will therefore contact local suppliers for quotes and suggested bulbs/primulas to use.

The office is requested to source 3 quotes for the summer planting and it was suggested that a red/white/blue theme is followed in celebration of the Queens 90th Birthday celebrations.

KP

14. AGENDA ITEMS FOR NEXT MEETING.

To be confirmed.

15. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 9th February 2016 at 7.00 pm and will be held at the Princes Centre, Clifford Road, Princes Risborough.

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 quotes for work on cherry trees in Station Road, fencing at Wades Park, diesel generator and weed & feed at Wades Park.

All present agreed.

There being no further business the meeting closed at 7.40pm

Chairman..... Date