

**TOWN COMMITTEE  
PRINCES RISBOROUGH TOWN COUNCIL  
MINUTES OF A MEETING OF THE TOWN COMMITTEE  
HELD ON TUESDAY 10<sup>th</sup> JULY 2012 AT 7.00PM  
IN TOWER COURT, HORNS LANE, PRINCES RISBOROUGH**

**PRESENT**

Chairman J Coombs  
Cllrs R Orsler, P Williams, G Hall, W Streule, Cllr Turner, D Green and Cllr Summerbell  
Clerk to the Town Council – Susanne Griffiths

**1. APOLOGIES FOR ABSENCE**

Apologies were received and accepted by Cllr Woolf

**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 Clerk confirmed that she had issued work orders for the High Priority issue for the Monks Risborough War Memorial. **All present agreed** on the actions to be taken concerning the medium risk items.

Cllr J Coombs requested that an item is placed on the Town Council agenda appointing councillors to be responsible for areas of the town and a park each. **SG**

Cllr Hall requested that the Clerk contact Si Khan, B.C.C. for a proposal for the Town Council to consider on taking ownership of the lights in the High Street once the lampposts are brought up to spec. **SG**

The Clerk is requested to arrange a site meeting with Cllr C Etholen and a senior officer, B.C.C. to discuss the poor level of grasscutting in the town. **SG**

The Councillors identified areas that require action around the Parish.

The Clerk is requested to contact the relevant authority and issue work orders where the work can be done in house.

Duke Street Gardens

The Poppy cross needs edging.

The rear flower bed needs weeding.

Replace the chain link fencing that is missing on the New Road side.

Clean the flagpole.

Cllr A Turner agreed to check with the British Legion to gain approval to reposition the cross in Duke Street Gardens. **AT**

Contact Highways Dept to inform them of a large dead tree on the Woodway corner at the Culverton crossroads.

Cllr D Green advised that there are several potholes in the area that require attention. The Clerk requested that Cllr Green contacts the office with the details.

Contact the Bell Public House to advise of complaints received about the appearance of the pub which is in a conservation area.

Contact the Festival to request that the flags are left in position in the town until after the Olympics.

Cllr A Turner agreed to ask the Community Centre Trustees if 2012 bunting supplied by WDC can be placed on the Community Centre. **AT**

**5. STRATTON MEMORIAL GARDEN MATTERS**

The Clerk has received three reports of vases being taken from graves in the S.M.G. **All present agreed** for Cllr J Coombs to reposition the camera to capture the burial area. **JC**

The Clerk is requested to amend the sign advising of the opening hours for the SMG to the new hours.

Cllr A Turner proposed that a recommendation is made to the Town Council to introduce a side pedestrian gate to allow access to the garden at all times subject to Planning approval. Seconded by Cllr R Orsler. A vote was taken and **the motion passed with a majority of 7 for the motion and 1 abstention.** The Clerk is requested to obtain quotes for the supply and installation of a metal kissing gate. **SG**

## **6. PARK MATTERS INCLUDING RISK ASSESSMENT REPORT**

### **Wades Park**

The Clerk confirmed that she had issued work orders for the High Priority issue for the play equipment in Wades Park

The Clerk is requested to arrange for the pollarding of the Willow Trees to proceed. **SG**

The Maintenance Team has requested the purchase of tree packs comprising of the Canes and Spirals protect the salplings at a cost of £75 per pack of 105. **All present agreed.** **SG**

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

Cllr A Turner agreed to investigate the comments made by the Risk Inspection officer concerning the surface in St Dunstan's. **AT**

### **King George V Park**

The Clerk is requested to make arrangements for the broken bin to be removed from the KGV

The Clerk is requested to inspect the 5 bar gate.

### **The Crescent Park**

Nothing to report

### **Earle Mitchell Park**

Nothing to report

## **7. INVOICES FOR CONFIRMATION**

Payment was agreed for the following invoices:	<b>Nett:</b>	<b>VAT</b>	<b>Total</b>
Network Leasing - vehicle monthly leasing	£337.32	£67.47	£404.79
TBS Hygiene Ltd - collection of dog waste	£252.00	£50.40	£302.40
MT Loos - hire of WC facilities, SMG	£84.00	£16.80	£100.80
SSE Contracting - street lighting	£766.77	£153.35	£920.12
Manor Estates-grass cutting	£1,240.26	£248.05	£1,488.31
Network Leasing - vehicle monthly	£337.32	£67.47	£404.79
3 Business Services - mobile phone contract	£45.32	£9.06	£54.38
E-ON monthly electricity charge, street lighting	£1,835.86		£1,835.86

## **8. TENDERS FOR CONSIDERATION**

Cllr P Summerbell declared an interest and did not take part in the discussion or decision.

Three quotes have been received for the supply and installation of the tiles on the Dovecote.

Cllr J C proposed Ward & Co. Seconded by Cllr A Turner. **All present agreed.** **SG**

## **9. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COUNCIL.**

### **Email from Risborough Rugby Club re: use of Market House on the 4<sup>th</sup> November 2012**

**All present agreed** to give permission for the use of Market House on the 4<sup>th</sup> November 2012 for a charity event.

### **Request from resident re: initials on vase at SMG**

**All present agreed** to allow the residents to place her initials on her vase placed in the SMG providing it is in keeping with the ambience of the SMG. **SG**

### **Email from hedging supplier re: suggestion to hold box hedging order until November**

The supplier suggested that if delivery was delayed until November there would be a saving of £180.00. **All present agreed.**

## **10. TO RECEIVE AN UPDATE ON THE TOWN SIGNAGE REVIEW.**

Cllr G Hall informed the members that there would be a cost of £250 per sign at a total cost of £1250.00. **All present agreed** in principle to the purchase of new signs. Cllr G Hall agreed to circulate draft texts for the new Monks and Princes Risborough boundary signs for the councillors to comment on. **All present agreed** that once text is agreed it is to be circulated to community groups for their input. Cllr A Turner agreed to send the agreed text to RAP for their comments. **AT/GH**

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

Cllr A Turner informed the members that at the present time the Town Council did not have the power to create a new memorial but this would be rectified when the Council was eligible to use the General Power of Competence. Cllr J Coombs proposed that a Working Group was formed to prepare plans for the new memorial and surrounding area and report back to this committee. **All present agreed.** Cllrs W Streule, P Williams, D Green and A Turner agreed to be on the Working Group. The Clerk is requested to circulate the plans previously drawn up for the addition to War Memorial by Mark Whiteman. **SG/WS/PW/DG/AT**

**12. PREPARING A HISTORY ON MONKS RISBOROUGH**

Cllr D Green requested that the history of Monks Risborough is made more widely available. **All present agreed** to contact the Heritage Society to provide a history that would fit ½ A4 page to be included in Crosstalk, on the website and on a board similar to the Black Prince History board in the Mount. **SG**

**13. THE ACTION TO BE TAKEN CONCERNING THE TILE GUARDS ON THE DOVECOTE.**

**All present agreed** for the Clerk to issue a work order to the preferred contractor as agreed in agenda item 8. **SG**

**14. RECEIVE AN UPDATE ON THE MARKET HOUSE**

Cllr W Streule gave a brief report on the progress of the refurbishment of the Market House informing the members that the Town Council is waiting to receive quotations for the cost of a an initial inspection leading on to a full structural survey. Cllr W Streule was pleased to announce that there is growing interest in the regeneration of the Market House.

**15. AGENDA ITEMS FOR NEXT MEETING**

- To discuss and decide on creating a Memorial on Kop Hill
- To receive an update on the Market House
- To receive a report from the Working Group on the addition to the War Memorial outside the library.
- To discuss and decide 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 14<sup>th</sup> August 2012 and will be held in Tower Court, Horns Lane, Princes Risborough.

There being no further business the meeting closed at 8.50pm

Chairman..... Date .....