

**MINUTES TOWN COMMITTEE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 11th JULY 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, I Pearce, A Turner, G Hall, I McLauchlan and D Knights
Clerk to the Town Council – Susanne Griffiths
Deputy Clerk to the Town Council – Kirsty Pope
Maintenance Team Leader – Kevin Locke
No members of the public were in attendance.

1. TO RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE

None were received.

2. MINUTES

RESOLVED: To agree the minutes of the Town Committee meeting held on the 13th June 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 13TH JUNE 2017 NOT OTHERWISE ON THE AGENDA

Cllr Turner asked the office to chase up the replacement union flag.

NM

Cllr Walsh asked the office to chase up the situation with the telephone box and the situation with the hedge that needs cutting along Gatensbury Place/Clifford Road.

JM

5. REPORT FROM KEVIN LOCKE MAINTENANCE TEAM LEADER

Kevin Locke presented the members with a report from the maintenance team. The full report can be found as an appendix to these minutes.

6. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received from a resident requesting permission to use Wades Park

The resident requests permission to use Wades Park outside the doors of the Community Centre for stalls and a bouncy castle on Sunday the 10th September weather permitting.

Resolved: the members requested further information about this event in order to make a decision. SG

An email has been received from a resident concerning trees in Wades Park

The resident requests that the Town Council trim the trees at Wades Park that overhang their garden

Resolved; to refuse the request but agree that the resident is entitled to cut back the overhanging branches and dispose of the vegetation accordingly. The vegetation must not be placed back in the park as this would be considered as fly tipping.

SG

An email has been received from a resident regarding the condition of a memorial bench

The resident requests that the memorial bench on the grass verge opposite the Mount car park is re-stained.

Resolved: that both benches should be re-stained and for the Maintenance Team to plan in to their autumn schedule.

KP

Emails have been received from Bucks County Council regarding the parking issues on grass verges in New Road
BCC advise there is the potential to introduce a traffic regulation order or a verge and footway parking ban or to create an area footway and verge parking ban zone with signs. Costs to be covered by local funding

Resolved: for a leaflet to be produced with a polite request to ask residents not to park on these areas of concern. The leaflet should be dropped to the following roads; New Road / Hawthorn Road/Salisbury Close / Elm Road/The Crescent and the top end of Ash Road. In addition it was agreed to include this area as consideration in the Phase II parking review.

KP/JC

An email has been received regarding hiring the Market House

A children's and youth worker from St Mary's Church would like to visit the Market House with a view to hiring the room.

Resolved: to contact once all the work is finished and signed off.

An email has been received from a resident who requests to use the green on New Road

The resident seeks agreement in principle for a local community party/event. No more details at present. Asks if the Town Council would offer financial support, and is willing to attend a meeting.

Resolved: In principal agreed to the request to stage a community event but would like further information on the planned event and would require the relevant risk assessment reports to be submitted. However the Town Council are unable to offer any financial support for the event. SG

An email has been received regarding setting up a fitness group in St Dunstan's Park

The request is for permission to set up a fitness group in St Dunstan's Park .The sessions will last for 1 hour twice a week. Mondays 6.30 am - 7.30 am and Wednesday 7.30pm - 8.30pm.

Resolved; as it's a commercial venture a charge of £10 per session should be charged and reviewed after 3 months. A risk assessment and the parks regulations to be completed by the organiser. KP

Cllr Knights left the meeting at 7.50

7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

There were no priority items on the Risk Assessment Report.

Cllr A Ball informed the members that he has picked up 8 dog waste sacks at the New Road/Crescent junction that had blown out of the bin but not collected by the contractor. The office is requested to contact WDC. KP

Cllr Davis asked the members about the possible to remove the 2 redundant telephone boxes.

The office is requested to ask BT to see if they would be request to replace with red boxes. JM

The shrubs along Fairway/Station Road need cutting back. KL

Hook still not been replaced on Cosper memorial. KL

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 that he would not be available Monday 17th in the afternoon and would the office be able to bring the meeting with potential suppliers forward to the morning. Cllr Pearce agreed that he would be available to attend the meeting. JM

Street light by the Askett pound is leaning, the office is to ask the contractor for a report on this light.

The office is requested to arrange for the 2 spot lights o/s Whiteleaf Cross & Corals to be replaced. JM

The office to contact BCC to ascertain when the lights along High Street will be fixed as they have been out of action for several months now. The office is requested to make the County Councillor aware of the situation. JM

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

Cllr Coombs update the members on his meeting with the supplier and the path repair work. The office is waiting dates as to when the incorrect shingle will be collected. The office is requested to ask the supplier for a date. KP

A quotation for £ 285.00 + vat has been received to supply and install a push to exit button

Resolved – to install an exit button and to advise the resident of Long Hide of the action taken. KP

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

St Dunstan's Park

There were no priority items in the Risk Assessment Report.

The members agreed on this park as the ideal area for the potential gym equipment for the competition entry. DK

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.

The skate park was subject to vandalism over the weekend, whereby red diesel was used to cover the ramp and someone tried to set light to the equipment. The office confirmed that the diesel was taken from the Churchill development site and the contractors on the site confirmed the missing barrels.

Resolved: for the office to contact the Chairman of Churchill Homes to request that they cover the cost of the damage to the ramp and to raise concerns about the security of the site. SG

The members asked for WDC Planning Dept. to also be made aware of the incident. KP

The skate park is now out of use and will be taped off and signage put in place to advise residents of the vandalism. KL/KP

An email has been received from a resident regarding the gates at the Wades Park and St Dunstan's Park

The resident states that the springs on the gates to the small children's areas are ineffective and requests them to be investigated. The monthly risk inspection has not highlighted an issue as the Inspector reports that the springs when sprung shut could be a danger to catching children's fingers.

Resolved: to change to a manual opening mechanism with a sign to ask people to close the gates. KP

11. A REPORT FROM THE FOLLOWING WORKING GROUPS:

- a) MARKET HOUSE – Cllr Walsh provided the committee with an update. Next working group meeting date to be confirmed. Cllr Hall shared his concern with the design of the handrail and it was suggested that a smoke detector is installed in the meeting room.
- b) DEVOLVED SERVICES –.nothing to report.
- c) WADES PARK MASTER PLAN – nothing to report

12. INVOICES FOR PAYMENT

An invoice has been received for the staircase at the Market House

An invoice for £ 13,887.00 + vat has been received to supply and fit a wrought iron staircase, gate and railings at the Market House.

Resolved: to be discussed at the July Town Council meeting.

13. ACTION TO BE TAKEN REGARDING THE HORNS LANE CAR PARK RECYCLING CENTRE POTENTIALLY BEING CLOSED BY WYCOMBE DISTRICT COUNCIL

Resolved; to be discussed at the forthcoming joint cabinet meeting with WDC.

14. ACTION TO BE TAKEN REGARDING THE MOUNT CAR PARK PAYMENT MACHINE

Resolved; To send a copy of the email relating to the issue with the machines to District Councillor G Hall and WDC with a request to install a 3rd machine in the Mount car park. This item will also be discussed at the forthcoming joint cabinet meeting.

15. AGENDA ITEMS FOR NEXT MEETING.

To discuss & decide on producing a Hiring Contract for Market House meeting room.

16. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 8TH August 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 8.45pm.

Chairman.....

Date