

**TOWN COMMITTEE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 13th NOVEMBER 2012 AT 7.30PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Chairman J Coombs

Cllrs A Turner, B Bendyshe-Brown, G Hall, D Green, W. Streule and I. McLauchlan

Clerical Assistant to the Town Council - Caroline Page

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted by Cllrs W Woolf, P. Williams, P. Summerbell and A. Rolfe

2. MINUTES

The minutes of the previous meeting of the Town Committee, having been previously circulated and approved by the Meeting were signed by the Chairman.

3 TO RECEIVE A PRESENTATION FROM PHIL SIMPKIN – WDC

Phil Simpkin spoke about future tree planting in the town, possibly in the High Street. Cllr Hall proposed that a resolution be made to support the proposal in principle. Cllr Turner seconded and all present agreed. It was agreed that on Thursday morning 15th November Phil Simpkin would walk the length of the High Street with Cllrs Turner and Bendyshe-Brown, while the market is in place, to ascertain the suitability of this.

4. 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.

5. MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

Cllr Bendyshe-Brown to email the office with details of a WDC officer to assist with the issue of the access gate to the Earle Mitchell Park from the end of Salisbury Close.

6. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

The Chairman reported that a Risk Assessment Report was not received this month.

Cllr Streule reported a large piece of concrete has been left on the verge at the junction of Manor Park Road and Station Road. The Chairman requested that the office contact W E Black to arrange removal of this.

7. LIGHTING MATTERS INCLUDING RISK ASSESSMENT REPORT

Cllr Hall reported that the paint is peeling from the columns on the lights in the High Street. He requested that the office contact BCC about taking responsibility for these and believes there may be e-mail correspondence relating to this matter. He noted that the lights in St Dunstan's Close have not been numbered yet. Cllr Turner reported that the light which has been put up at the gate into St Dunstan's Park from Mill Lane (on the park side of the road) has been connected but is not live. He requested that the office report this to SEC Contracting. Cllr Bendyshe-Brown reported that the light in Summerleys Road opposite Summerleys Farm still has not been connected and asked that the office report this to SEC. Cllr Hall asked that the office fix a date for Kevin Allan from BCC to attend a meeting to discuss the 70 watt white lights.

8. STRATTON MEMORIAL GARDEN MATTERS

Nothing to report.

9. PARK MATTERS INCLUDING RISK ASSESSMENT REPORT

Wades Park

The Chairman reported that the fence around the junior play area needs attention and asked that Keith Dobson inspects it in his next Risk Assessment Report.

Cllr Turner reported that the Rotary Interactors wished to pass on their profuse thanks to the Town Council for providing the MUGA.

St Dunstan's Park

Nothing to report.

King George V Park

It was agreed to add £3,500.00 to the budget for new fencing to both sides of the memorial gates.

The Crescent Park

Nothing to report.

Earle Mitchell Park

The Chairman recommended that the plastic dog waste bins be replaced by metal ones, and asked that the office obtain quotes for this.

10. INVOICES FOR CONFIRMATION

Payment was **agreed** for the following regular invoices:

	Nett:	VAT	Total
Network Leasing - vehicle monthly leasing	£337.32	£67.47	£404.79
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
E-ON monthly electricity charge, street lighting	£1529.88	£305.98	£1835.86

11. TENDERS FOR CONSIDERATION

No tenders have been received.

12. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COUNCIL.

No correspondence has been received.

13. TO PREPARE THE ESTIMATED BUDGET FOR THE TOWN COMMITTEE FOR 2013/2014

Cllr Turner has a quote of £ 1,200.00 for the groundwork at the war memorial outside the library and requested that the office obtain a quote for the plinths from Creative Memorials.

Cllr Streule requested that the budget for the Market House be kept at £ 2,000.00 for 2013/14

The following amounts were agreed to be included in the proposed budget for 2012/3:

£ 3,500.00 for installing metal railings at KGV on the splay either side of the main gate and to replace the pedestrian entrance and 5 bar gate.

£ 550.00 for installing a small footbridge across the stream in Wade's Park near the Jubilee saplings.

This work to be done by the maintenance team and Cllr Streule.

£ 500.00 for replacing lost saplings and planting a few mature trees in the newly established Jubilee copse at Wade's Park.

£ 600.00 for rebuilding the fencing at Asckett Pound, ideally in Oak post and rail fencing. The office was asked to obtain quotes from fencing contractors for this work.

£ 1,100.00 for Town signage: 6 signs @ £180.00

14. ON THE REQUEST TO HOLD RIZFEST ON WADES PARK FOR 2013.

It was agreed that anyone wanting to use any of the parks for an event should first conduct a full Risk Assessment Report and give this to the Town Council. The Town Council should draw up a list of regulations, including a weight limit for vehicles, which must be adhered to. The Chairman and Cllr Turner offered to draw up these regulations. Cllr Turner recommended that each case be assessed on its merits. Cllr Hall proposed that Rizfest be allowed on Wade's Park subject to the above conditions. Cllr Bendyshe-Brown seconded and all present agreed.

15. ON THE DEVELOPMENT PLANS FOR THE JUBILEE TREES AND STREAM AT THE CORNER OF WADES PARK.

It was **agreed** that costings were to be added to estimates as in Item 13 above.

16. TO DISCUSS AND DECIDE ON THE PLANS FOR THE FRONTAGE OF THE KGV PARK ALONG THE AYLESBURY ROAD

It was **agreed** that costings were to be added to estimates as in Item 13 above.

It was also agreed to postpone further discussion of this until after the Estimates meeting.

17. TO RECEIVE AN UPDATE ON MARKET HOUSE

Cllr Streule gave an update on the work required on the Market House. A great deal of work needs to be done and this could cost in the region of £200,000.00. Only 1 meaningful quote has been received for surveying the building and making recommendations as to how to proceed: from Oxley Conservation, for £1,500.00. Cllr Streule asked the Clerical Assistant to send this quotation to all Town Councillors.

As there is £1,547,00 left in the budget for this year Cllr Streule requested that this be taken to full Town Council to request agreement to proceed along the lines of this report. He requested that the budget be kept at £2,000.00 for 2013/14. Cllr Hall agreed that the work needs to be started as soon as possible and that the cost should be looked at realistically at the next Estimates meeting. **All agreed** that Cllr Turner and the Clerk should determine the Town Council's current loan liability and work out the cost of taking out a loan for £200,000.00 to cover the cost of maintenance, refurbishment and repair of the Market House.

18. TO DISCUSS AND DECIDE ON CREATING A MEMORIAL ON KOP HILL.

Cllr Green said that as the Town Council is going ahead with extending the memorial outside the library, this should be considered at a later date. **All agreed.**

19. TO DISCUSS AND DECIDE ON TOWN NAMEPLATES

Cllr Hall recommended using the same design as the 'Axtley' typical village nameplate example in BCC's letter dated 11th September 2012. The 'PR' town logo could be placed in the semicircle at the top of the sign. The wording to be as follows:

For Princes Risborough: 'A Medieval Market Town Linked to the Black Prince since 1376'

For Monks Risborough: 'Since 903AD Oldest recorded parish in England'

20. AGENDA ITEMS FOR NEXT MEETING.

Cllr Hall: to discuss 70watt white lights.

Cllr Green: To discuss the trees which are obscuring the Whiteleaf Cross.

21. NEXT MEETING

The date of the next meeting of the Committee is to be held on 11th December at 7.00 pm and will be held in The Princes Centre, Clifford Road, Princes Risborough.

There being no further business the meeting closed at 9.15 pm

Chairman..... Date