

**PRINCES RISBOROUGH TOWN COUNCIL  
MINUTES OF A MEETING OF THE TOWN COMMITTEE  
HELD ON TUESDAY 10<sup>TH</sup> OCTOBER 2017 AT 7.00PM  
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

**PRESENT**

Chairman Cllr. J Coombs,  
Cllrs, P Summerbell, N Davis, A Ball, I Pearce, D Knights, M Walsh, I McLauchlan ,A Turner, G Hall and J Roberts  
Clerk to the Town Council – Susanne Griffiths  
Clerical assistant – Jayne Mylchreest  
No members of the public were in attendance.

**1. TO RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE**

No apologies were received.

**2. MINUTES**

**RESOLVED:** To agree the minutes of the Town Committee meeting held on the 12<sup>th</sup> September 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.

**Cllrs M Walsh, A Turner and G Hall declared a non pecuniary interest in Agenda Item No 16 as they are members of the Royal British Legion.**

**4. MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING OF 12<sup>TH</sup> SEPTEMBER 2017 NOT OTHERWISE ON THE AGENDA**

Agenda Item No 14 page 29/17 Earle Mitchell Changing Rooms

Risborough Rangers Junior Football Club has suggested that the Town Council obtain quotes based on a list of requirements prepared by the Town Council and advise that to date no volunteers from RRJC have come forward to help.

**Resolved:** To reply that it is disappointing that volunteers have not come forward to help with the project and that the £1000 Tesco "Bags of Help "grant will be used to make the changing rooms water tight by repairing the guttering and door. **KP**

Agenda Item No 7 page 25/17 Bus Stop Clearway Place Farm Way

Quotations have not yet been received.

Agenda Item No 5 page 28/17 basketball court at St Dunstan's Park

No reply has been received back from the resident or the National Basketball Association regarding advice on the current regulations regarding the markings.

**5. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE**

A complaint has been received from a resident regarding plaques and vases being moved at the Stratton Memorial Garden

The resident is concerned that on occasion's plaques and vases have been moved from the correct locations and not replaced on the graves at the Stratton Memorial Garden.

**Resolved:** To send a letter to all schools in the town to request that anyone entering the Stratton Memorial Garden is respectful of the contents and to request the local police to patrol the area. **JM**

Also to check the camera at the Stratton Memorial Garden.

An email has been received regarding a request to place a plaque beneath the pear tree in the Stratton Memorial Garden

The resident has requested that a plaque with an inscription be placed under the established pear tree to the left of the entrance at the Stratton Memorial Garden.

**Resolved:** To decline the request but to suggest a bench with a plaque is donated and placed in the town. **JM**

A complaint has been received from a resident regarding tree works carried out by Wycombe District Council on Fairway

The resident is upset regarding tree works to the cherry tree on the green on Fairway stating that the Princes Risborough Town Council had requested the work to be carried out and is disappointed that residents were not consulted.

**Resolved:** To reply that Wycombe District Council is responsible for tree works not the Town Council and the complaint has been passed on to W.D.C. **JM**

An invitation has been received from UK Power Networks to attend the autumn Highway Services customer and stakeholder forum

UK Power Networks are holding the autumn Highway Services customer and stakeholder forum on the 9<sup>th</sup> November 2017 at 9.30am-12.30pm at the Colorado rooms 6<sup>th</sup> Floor Newington House 237 Southwark Bridge Road, London SE1 6NP.

**Noted.**

Cllr D Knights joined the meeting at 7.15pm

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

Cllr G Hall proposed to request a quotation for a contractor to water the hanging baskets and saddle bags next summer to be discussed at the Estimates meeting. **All present agreed.** **KP**

Cllr A Turner requested that the bedding plants be removed ready for the winter planting. **KP/KL**

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

There were no priority items in the Risk Assessment Report.

Cllr M Walsh informed the members that he had contacted the approved contractor to confirm that the trial LED lanterns would produce an energy saving of 65%, therefore he has asked the contractor to supply half the lanterns with the new wattage lanterns and half with the old wattage.

Cllr A Turner reported that the lights on Duke St and the High Street are not lit. The office is requested to report to Bucks County Council **JM**

Column No 33 outside Wellington House is not lit and Column 126 at Courtmoor Close is intermittent.

The office is requested to report to the contractor. **JM**

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

A revised memorial application has been received

The Clerk informed the members that the gravel left by a contractor has now been moved and an invoice has been sent to the contractor for the return of the deposit in view of the work not being carried out. The contractor has not responded to several requests for an update on when the work will commence or to meet to resolve issues.

#### **9. 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

The Maintenance Team has highlighted an issue with the access over the grass when the storage facility for Risborough Rangers Junior Football Club at Wades Park is delivered and is concerned that the grass will be damaged and suggests that groundmats are hired at a cost of approximately £ 863.

Cllr M Walsh proposed not to hire the ground mats but that the Town Council bear the costs of the repairs of any damage caused by the contractor.

Seconded by Cllr I Pearce. A vote was taken with 10 votes for and 1 abstention.

**Resolved:** For the Town Council to bear the costs of any damage caused by the contractors.

##### **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.

#### **10. A REPORT FROM THE FOLLOWING WORKING GROUPS:**

- a) MARKET HOUSE- Cllr M Walsh gave an update and reported that an inspection has been carried out and remedial works have taken place and the outside lighting issue has been resolved. The opening of the Market House is to be held on the 20<sup>th</sup> October at 10am.
- b) DEVOLVED SERVICES – Nothing to report.
- c) WADES PARK MASTER PLAN – Cllr M Walsh reported on a meeting held with Wycombe District Council regarding the expansion plans at Risborough Springs. The estimated completion date is 2019. Concerns have been raised regarding parking especially with contractor vehicles during construction. Further designs are being prepared and further meetings will be arranged.

**11. A REPORT FROM THE PARTICIPATING IN THE RIBBONS OF POPPIES PROJECT WORKING GROUP**  
Cllr N Davis proposed to defer this item to the next agenda. **All present agreed.**

**12. PROVIDING A DOG WALKING AREA FOR DISABLED PEOPLE WITH DOGS**

A request has been received for the Town Council to provide a dog walking area for disabled people with dogs.

**Resolved:** The office is requested to contact the Disabled Association and to contact the motability officer at Wycombe District Council for guidance regarding the proposal and issues with the collection of dog waste.

JM

**13. REPLANTING THE TREES FROM THE CRESCENT**

A complaint has been received that trees recently planted trees in the Crescent are relocated as they were planted on his land.

**Resolved:** Cllrs P Summerbell and J Roberts to meet with the Maintenance Team to advise the new location by the top fence near the iron bars in the Crescent playground.

PS/JR

**14. COMBINING THE TOWN COMMITTEE BUDGET WITH THE DEVOLVED SERVICES BUDGET**

Cllr M Walsh informed the members that there is no longer a requirement for separate budgets for the year 2018/2019.

**Resolved: To combine the town committee budget with the devolved services budget for 2018/2019 SG**

**15. INSTRUCTING A SOLICITOR TO PREPARE A RENTAL AGREEMENT FOR THE NEW STORAGE FACILITY AT WADES PARK FOR RISBOROUGH RANGERS JUNIOR FOOTBALL CLUB**

**Resolved:** To instruct a solicitor to prepare a standard rental agreement for the new storage facility at Wades Park for Risborough Rangers Junior Football Club for a 5 year term with an option to renew with a 3/6 month break clause at a peppercorn rent of £1.

To advise RRJFC that they are required to insure the contents in the storage facility and provide Public Liability Insurance. No vehicle access will be permitted and the facility must be kept in a reasonable order and only used for football related purposes.

SG

**16. INSTRUCTING A SOLICITOR TO INVESTIGATE A POTENTIAL GROUND LEASE AGREEMENT WITH THE ROYAL BRITISH LEGION**

**Resolved: To obtain a quotation from a solicitor to investigate a potential ground lease agreement with the Royal British Legion**

SG

**17. AGENDA ITEMS FOR NEXT MEETING.**

A Report from the Participating In The Ribbons Of Poppies Project Working Group (Cllrs N Davis and I McLauchlan) To prepare the Town Committee budget 2018/2019 for Estimates.

**18. DATE OF NEXT MEETING**

The date of the next meeting of the Committee is to be on 14<sup>th</sup> November 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.