

**TOWN COMMITTEE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 11th SEPTEMBER 2012 AT 7.00PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Chairman J Coombs
Cllrs W Streule, P Summerbell, P Williams, R Orsler, W Woolf and A Turner
One member of the public.
Clerical Assistant to the Town Council – Caroline Page

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted by Cllr Bendyshe-Brown, Cllr Hall, Cllr Rolfe and Cllr D Green.

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. PARKING DISCUSSION WITH RICHARD LUXTON, BUCKS COUNTY COUNCIL.

Mr Luxton and Cllr C Etholen came to the meeting to outline the review of parking in Princes Risborough. A Summary of On-Street Requests was given out. This list is not final or exhaustive and Committee Members aware of any omissions should submit them to Mr Luxton. He will be drawing up a brief for the contractors and hopes this will be done in the current financial year. The Chairman recommended that the Summary of On-Street Requests be circulated to all Councillors together with an email inviting their suggestions. Cllr Orsler pointed out that high parking charges are part of the problem and that the organisations who set these charges should be included in discussions of parking in the town. **CJP**

Cllr Williams remarked that there is a problem with some people taking no notice of double yellow lines and also with parked cars obstructing pavements and requested more parking patrols. Mr Luxton said he would ask enforcement to arrange more frequent patrols. This needs addressing now, not as part of the review. The Committee welcomed the review and thanked Mr Luxton for coming and Cllr Etholen for his input.

5. MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

Item 6: Cllr Turner requested clarification of the Risk Assessment item relating to St Dunstan's Park. The Chairman said he believed it referred to damage to the wooden play equipment but he will check with the office. K Pope to send details. **KP**

Item 8: Regarding the cherry trees, Cllr Streule queried why this has to go back to the full Town Council for approval when the cost has already been agreed in principle. He is worried that this delay may mean it is too late to carry out the work. The Chairman suggested that it may be a good idea to change procedures so that time-critical items are easily identified. **KP**

6 .TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

The Committee agreed to spend £ 55.04 on timber for the maintenance team to repair the bench in the bus shelter outside the Oasis Centre.

The Committee are concerned about the dilapidated state of Town Farm House and are awaiting a reply from WDC as to whether or not the building is in use. It needs to be made safe and is an eyesore in the conservation area.

Cllr Summerbell reported a very overgrown bramble hedge near the sub-station in the Avenue. The maintenance team are to cut this back under devolved services.

The Chairman showed the committee a drawing he has done of an improved design for the Poppy Cross, showing a sloping design with a timber surround. The size is to be finalised but will have to

be large enough to accommodate the template for the cross and a grass margin. After discussion the Chairman will modify the design to show the ends of the plot merging with the grass, instead of ending in a timber upright. To be situated near the flagpole.

7. LIGHTING MATTERS INCLUDING RISK ASSESSMENT REPORT

None were reported.

8. STRATTON MEMORIAL GARDEN MATTERS

The Committee approved the proof of the artwork for the Interpretation Board for the Wildlife Garden.

9. PARK MATTERS INCLUDING RISK ASSESSMENT REPORT

Wades Park

See item 11 below.

St Dunstan's Park

It is not possible to move the goalposts so it was recommended that the maintenance team fence off the area, fill in any holes and put up a notice stating that this work has been done for Health and Safety reasons.

King George V Park

It was recommended that the maintenance team thread long branches (from SMG) lengthwise through the hedge as a deterrent to people pushing through the hedge.

Cllr Streule to produce a drawing of railings on either side of the Memorial Gates so that this can be included in estimates for 2013 -14.

The Crescent Park

Nothing to report.

Earle Mitchell Park

Nothing to report.

10. INVOICES FOR CONFIRMATION

Payment was agreed for the following invoices:	Nett:	VAT	Total
Network Leasing - vehicle monthly leasing	£337.32	£67.47	£404.79
TBS Hygiene Ltd - collection of dog waste	£252.00	£50.40	£302.40
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

11. TENDERS FOR CONSIDERATION

Repair or replacement of bench in Wade's Park

The Clerical Assistant presented a quotation from Earth Anchors for a new 'Ranger' steel vandal resistant bench and advised the Committee that the cost of repairs to the existing bench would be approximately the same. The Chairman recommended purchasing a new bench and a vote was taken with 4 in favour and 2 against. It was therefore decided to ask the Town Council to vire £ 275.00 + VAT to purchase the new bench.

Work to Willow Trees in Wade's Park

The Clerical Assistant presented 3 quotes for this work. The Chairman proposed that the quotation from R Watts and Sons Ltd for £ 1600.00 + VAT be accepted. All agreed.

12. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COUNCIL.

Request from St Dunstan's Church re: cutting of hedge

All agreed to include this work in the Maintenance Team schedule, to be carried out in time for Remembrance Sunday.

Email re signage to The Princes Centre

The Chairman advised the meeting that there is no room on the new sign to add the words 'Princes Risborough Town Council' This was accepted. The suggestion that a second sign be erected on the lamppost in Clifford Road, opposite Gatensbury Place, was not discussed.

Email from resident regarding new security light at King George V park.

The Chairman advised that the Town Council had taken advice from the police on installing this light for the purposes of deterring crime, and it is doing its job. There have been no other complaints from residents.

Letter from Princes Risborough Area Heritage Society re new Information Board at the Mount.

A cheque for £ 300.00 as a contribution to the cost of the board was enclosed with the letter. The contents of the letter were noted and the Committee expressed its thanks. The comments about the Market House were also noted.

13. TO DISCUSS AND DECIDE ON IDENTIFYING ALTERNATIVE SITES AROUND THE TOWN FOR MEMORIAL SEATS.

The Chairman advised that the Stratton Memorial Garden is now oversupplied with memorial seats. He recommended that the office send an email to all councillors asking them to offer their suggestions for other sites around the town for the committee to consider. **CJP**

14. TO DISCUSS AND DECIDE ON APPOINTING A PREFERRED CONTRACTOR FOR SMALL JOBS AND H & S WORK.

Cllr Streule expressed the opinion that having a preferred contractor is open to pitfalls and doesn't always give best value for money. No vote was taken but after discussion it was decided not to go ahead with appointing a preferred contractor.

15. TO DISCUSS AND DECIDE ON REPAIRING THE METAL GATE TO THE KGV PARK.

The committee approved spending £ 90.00 quoted by Ironcraft to repair this.

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

As Cllr Green was absent it was decided to postpone this item to the next Town Committee meeting.

17. TO DISCUSS AND DECIDE ON WHETHER TO REQUEST MORE DOG WASTE BINS AROUND THE TOWN.

It was agreed to request these from WDC, for areas not within the parks. The Chairman requested the office to send out an email to all Councillors to ask for suggestions and recommendations. **CJP**

18. TO RECEIVE AN UPDATE ON THE MARKET HOUSE

Cllr Streule suggested that contractors be contacted to produce a quotation for looking at the building, drawing up a schedule of work to be done and recommending how to proceed. The next stage would be to appoint a project manager. The Chairman agreed that this is the best way forward and advised that there is £ 2000.00 available in the budget to pay for this initial quotation.

19. TO RECEIVE AN UPDATE ON THE TOWN SIGNAGE.

To be carried forward to the next Town Committee meeting.

20. AGENDA ITEMS FOR NEXT MEETING

To approve quotations for replacing Woodland Trust trees in Wade's Park.

Specification for railings at KGV.

Update on Market House.

To discuss and decide on creating a memorial on Kop Hill.

To receive an update on the Town signage.

21. NEXT MEETING

The date of the next meeting of the Committee is to be held on 9th October 2012 and will be held in The Princes Centre, Clifford Road, Princes Risborough.

There being no further business the meeting closed at 8.40pm

Chairman..... Date