



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE TOWN COUNCIL (Councillors M Walsh, A Turner, G Hall, I Pearce, J Coombs, I McLauchlan, T Murali, D Knights, A Ball, S Baxter, A Smith, and L Byrne)

You are summoned to attend the Meeting of the Princes Risborough Town Council by video link via Zoom, as per The Local Authorities and Police and Crime Panel Meetings (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020,

on Tuesday 30th March 2021 at 7.00 pm

Meeting ID: 884 2153 9651

Password: 000591

when the business set out in the following agenda will be transacted

Susanne Barter

**Clerk to the Town Council
24th March 2021**

AGENDA

The Town Council Prayer

1. Welcome and Apologies for Absence

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk

2. Acceptance of Minutes of Previous Meetings of the 23rd February 2021

To receive and approve as a correct record the minutes of the Town Council meetings held on the 23rd February 2021

3. Declarations of Interest and Dispensations

To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations

- i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it.
- ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure)

4. Public Forum

Ten minutes are available for the public to express a view or ask a question on relevant matters on the following Agenda, as provided for in Standing Order Numbers 3 e-k. The public are welcome to observe the rest of the meeting. Applications to speak must be received by the Town Clerk no later than 5pm on the last working day preceding the meeting.



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5. Report from Thames Valley Police

To receive a report from Thames Valley Police.

6. Reports from Buckinghamshire Councillors

To receive written reports from Cllrs A Turner, D Knights and G Hall

7. Council Committees

To receive and note the minutes of: -
Planning 2nd March 2021 (draft)
Town Committee 2nd March 2021 (draft)
Finance Committee 23rd February 2021
Admin & HR Committee 16th February 2021

8. Finance

a) To approve payments over £5000

b) Financial Documents for approval

To review and approve the Finance Committee's recommendation for the Audit Plan

To review and approve the Finance Committee's recommendation for the Terms of Reference for the Internal Audit

To review and approve the Finance Committee's recommendation for the Finance Risk Assessment and Management Plan

c) Reserves

To receive an update from the Town Clerk in relation to year end projections, status of reserves and decide on potential earmarking of funds at year end.

9. Correspondence

To decide on the response to correspondence received at the Town Council

10. Community Centre

a) To decide on renaming the Community Centre

b) To decide on a name for the new function room

c) To discuss and decide on the storage charge fees at the Community Centre

11. Buckinghamshire Council Green Space Devolution Contract

To discuss and decide on whether to accept the proposal from Buckinghamshire Council to continue with devolved services for the green spaces that were originally in the contract with Wycombe District Council until 31st December 2024

12. Risborough Basket

To receive a report on the Risborough Basket and decide on any actions to be taken (Cllr M Walsh)

13. Policies



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- a) To review and approve the Finance Committee's recommendation for the Expenses policy
- b) To review and approve the Admin&H/R Committees recommendation for a Winter Weather Policy
- c) To review and approve the Admin&H/R Committees recommendation for the Freedom of Information policy
- d) To review and approve the Admin&H/R Committees recommendation for the Child Protection Policy

14. Outside Hospitality Areas

To discuss and decide arranging areas in the town centre for residents to eat and drink at when outside hospitality re opens on April 12th 2021. (Cllr A Ball)

15. Future Agenda items

To receive items to be included in the next meeting

16. Exclusion of Press and Public

To pass a resolution to exclude the public and press in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 to -:

- a) To discuss and decide to on the preferred leasing company for the Maintenance Team vehicles.
- b) To discuss and decide on staff matters
- c). To discuss and decide on the preferred tenant for the Community Centre café.

17. Date of next meeting

To note the date of the next meeting

Distribution – all Councillors and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND