



# PRINCES RISBOROUGH TOWN COUNCIL



**TO: THE MEMBERS OF THE TOWN COUNCIL (Councillors A Ball, A Turner, G Hall, J Coombs, S Coombs, J Biss, A Frost, M Roberts, A Shipley, S Marshall, C Campbell, I Parkinson, J Rampin)**

Dear Councillor,

You are summoned to attend the meeting of the **Town Council** to be held at the **Brushwood Suite, Wades Centre, Princes Risborough** on **Tuesday 29<sup>th</sup> June 2021 AT 7.15 PM** when the business set out in the following agenda will be transacted.

Susanne Barter  
Clerk to the Town Council  
23<sup>rd</sup> June 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 Meeting of the [18<sup>th</sup> May 2021](#)**  
To receive and approve as a correct record the minutes of the Town Council meeting held on the 18<sup>th</sup> May 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.
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, G Hall & M Walsh



# PRINCES RISBOROUGH TOWN COUNCIL



- 7. Chairman and Deputy Chairman of Committees**  
To approve the recommendations from the Working Groups to approve the appointment of the Chairman and Deputy Chairman of each Committee

  - a) Planning Working Group
  - b) Town Working Group
  - c) Admin & HR Working Group
  - d) Commercial Services Working Group
  - e) Economic Regeneration Working Group
  - f) Events & PR Working Group
- 8. Finance**  
To approve payments which are outside of the budget
- 9. Correspondence**  
To decide on the response to correspondence received at the Town Council
- 10. Approval of the Working Groups Recommendations**  
To consider and approve the following recommendations from

  - a) Planning Working Group
  - b) Town Working Group
  - c) Admin & HR Working Group
  - d) Commercial Services Working Group
  - e) Economic Regeneration Working Group
  - f) Events & PR Working Group
- 11. Planning Applications**

  - a) To consider new planning applications  
21/06539/TPO  
21/06540/CTREE  
21/06720/FUL  
21/06716/FUL  
21/06766/FUL  
21/06784/CTREE
  - b) To Receive Notice of Planning Applications Approved
  - c) To Receive Notice of Planning Applications Refused
  - d) To Receive Notice of Planning Appeals
  - e) To Receive Notice of Appeal Notifications
  - f) To Receive Notice of Appeal Decisions
  - g) To Receive Notice of Public Inquiries
- 12. Memorial Bench**

  - a) To discuss and decide on the exact location to install a memorial bench
  - b) To contact Buckinghamshire Council for permission to install the bench and obtain costs
- 13. Fence at St Dunstan's Park (Cllr A Turner)**  
To discuss and decide on replacing fencing at St Dunstan's Park
- 14. Speed Watch**  
To discuss and decide on establishing a Speed Watch Working Group
- 15. Thursday Market**  
To discuss and decide on applications for pitches at the Thursday Market



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- 16. Town Council Meeting Dates**  
To discuss and decide on whether to hold Town Council meetings on a monthly or bi-monthly basis and confirm the dates to be published.
- 17. Environment and Climate Change Working Group (Cllr S Marshall)**  
To discuss and decide on establishing an Environment and Climate Change Working Group
- 18. Future Agenda items**  
To receive items to be included in the next meeting
- 19. 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 on the quotations for the signage for the Brushwood Suite  
b) To discuss staff matters  
c) To discuss and decide on cleaning contracts for the Brushwood Suite  
d) To discuss and decide on the installation of intruder alarms for the Wades Centre  
e) To approve the tenants lease for the cafe
- 20. 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**