



# PRINCES RISBOROUGH TOWN COUNCIL



**TO: THE MEMBERS OF THE TOWN COMMITTEE (Councillors A Ball, J Biss, S Coombs, A Cross, A Frost, G Hall, S Marshall, N Rawsthorne, A Shipley, A Turner,)**

Dear Councillor,

You are summoned to attend a Town Committee meeting of the **Town Council** at The Wades Centre, Cherry Baker Room, Stratton Road, Princes Risborough **on Tuesday 5<sup>th</sup> March 2024 at 7.00 pm**

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

*Susanne Barter*

**Clerk to the Town Council**  
**28<sup>th</sup> February 2024**

## AGENDA

**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 Previous minutes of the Town Committee held on [6<sup>th</sup> February 2024](#)**

To receive and approve as a correct record the minutes of the Town meeting held on the 6<sup>th</sup> February 2024.

**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 Number 3 (e-k). The public are welcome to stay and observe the rest of the meeting.

**5. Correspondence**

To discuss and decide on a response to correspondence relating to Town Committee matters received at the Town Council



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- 6. A Report from Mark Roberts Estates Manager**  
To receive a report from the Estates Manager and decide on any actions to be taken
- 7. Town Matters**
  - a) To discuss and decide on actions to be taken concerning Town Matters including Risk Assessment report
  - b) To receive a report on the Speedwatch campaign and decide on any actions to be taken (Cllr Frost)
- 8. Stratton Memorial Garden**  
To discuss and decide on actions to be taken concerning the Stratton Memorial Garden including the Risk Assessment report
- 9. Parks**
  - a) To discuss and decide on actions to be taken concerning Park Matters including Risk Assessment report
  - b) To receive a report on a playground equipment maintenance programme
  - c) To discuss and decide on the preferred park for new play equipment
- 10. Thursday Market**
  - a) To discuss and decide on actions to be taken concerning the Thursday Market
  - b) To discuss and decide on outsourcing the running of the Thursday Market to a Co-operative (Cllr Cross)
- 11. Town Planting 2024/2025 (Cllr Marshall)**  
To discuss and decide on the Town planting for 2024/2025
- 12. Severe Weather Policy**  
To review and approve the Severe Weather Policy for the Thursday Market for recommendation to the Town Council
- 13. Future Agenda items**  
To receive items to be included in the next agenda that fall under the remit of this Committee
- 14. 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 receive a report on the Dovecote and decide on any action to be taken and the preferred supplier for the Swift mower repairs
- 15. Date of next meeting**  
To note the date of the next scheduled meeting of the Town Committee.

**Distribution – all Councillors, Noticeboards and Council website.**

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**