



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE TOWN COMMITTEE (Councillors J Coombs, G Hall, A Turner, A Ball, M Walsh, I McLauchlan, N Davis, I Pearce, D Knights, J Roberts, L Byrne, T Murali)

Dear Councillor,

You are summoned to attend a meeting of the Town Committee to be held at **The Princes Centre, Clifford Road, Princes Risborough** on **Tuesday 14th January 2020 AT 7.00PM** when the business set out in the following agenda will be transacted.

Susanne Griffiths

**Clerk to the Town Council
8th January 2020**

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 3rd December 2019

To receive and approve as a correct record the [minutes](#) of the Town meeting held on the 3rd December 2019.

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. Maintenance Team Leader Report

To receive a report from Robert Powell Maintenance Team Leader

6. Correspondence

To discuss and decide on responses to the attached correspondence relating to Town Committee matters received at the Town Council.



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- 7. Town Matters including Risk Assessment report**
To discuss and decide on actions to be taken concerning Town Matters including Risk Assessment report.
- 8. Lighting**
To receive a report from the Lighting Working Group including the Risk Assessment report and decide on any actions to be taken
- 9. Stratton Memorial Garden**
To receive a report from the Stratton Memorial Garden Working Group including the Risk Assessment report and decide on any actions to be taken.
- 10. Parks**
To receive a report from the Parks Working Group including the Risk Assessment report and decide on any actions to be taken
- 11. Approval of invoices for payment**
To approve the invoice for the remaining 5% for the LED replacement programme
- 12. Future Agenda items**
To receive items to be included in the next agenda that fall under the remit of this Committee
- 13. Exclusion of the Public and Press**
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 discuss and decide on the preferred contractor for playground repairs
- 14. Date of next meeting**
To note the date of the next scheduled meeting of the Town Committee to be held on Tuesday 4th February 2020 at 7.00pm.

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND