



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE COMMERCIAL SERVICES COMMITTEE (Councillors J Coombs, A Turner, A Ball, M Walsh, N Davis, I Pearce,)

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 **Thursday 7th March 2019 AT 5 PM** when the business set out in the following agenda will be transacted.

Susanne Griffiths

Clerk to the Town Council
1st March 2019

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. 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).

3. 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.

4. Correspondence

To discuss and decide on a response to correspondence received regarding the Community Centre

5. 39 High Street

- (1) To receive an update from the Agents (Cllr M Walsh)
- (2) To discuss and decide on visual render ideas Cllr M Walsh
- (3) To discuss and decide on the Structural Engineers quotations (Cllr M Walsh)
- (4) To discuss and decide on the proposed schedule of works (Cllr I Pearce)
- (5) To discuss and decide on splitting the two floors Cllr M Walsh
- (6) To discuss and decide on Business Rates (Cllr M Walsh)



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6. Risborough Community Centre

- (1) To receive a report from the Working Group and decide on any actions to be taken (Cllr M Walsh)
- (2) To discuss and decide on the revised plans (Cllr M Walsh)
- (3) To discuss and decide on action to be taken regarding the current key holders (Cllr A Ball)
- (4) To discuss and decide on action to be taken regarding the security of the building (Cllr A Ball)
- (5) To discuss and decide on the Terms of Reference and the letting agreement (Cllr A Ball)
- (6) To discuss and decide on appointing a valuer to list the assets of the Community Centre (Cllr M Walsh)
- (7) To discuss and decide on a timetable review (Cllr M Walsh)

7. Future Agenda items

To receive items to be included in the next agenda that fall under the remit of this Committee

8. Date of next meeting

To be advised

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND