



PRINCES RISBOROUGH TOWN COUNCIL



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

Dear Councillor,

You are summoned to attend an extra-ordinary meeting of the **Town Council** to be held at **The Princes Centre, Princes Risborough** on **Thursday 18th July 2019 AT 6.00 PM** when the business set out in the following agenda will be transacted.

Susanne Griffiths
Clerk to the Town Council
10th July 2019

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 28th May 2019**
To receive and approve as a correct record the [minutes](#) of the Town Council meeting held on the 28th May 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. Economic Regeneration Committee**
To approve the Terms of Reference of the Economic Regeneration Committee
- 6. Opting to Tax 39 High Street, Princes Risborough in respect of VAT**
 - (a) To discuss and decide whether to opt to tax **39 High Street, Princes Risborough** the with effect from 1st August 2019.
 - (b) To discuss and decide that the Town Clerk and Responsible Financial Officer be authorised to undertake such actions as may be necessary, including the signing of all forms and correspondence for submittal to HMRC in respect of this Option to Tax.
- 7. LED Lighting**
To discuss and decide on payment of the invoice for the LED lighting replacement programme to Sparkz for £51,081.75 + vat
- 8. Risborough Expansion Plan**
To discuss and decide on a response to the Wycombe District Council Risborough Expansion Plan (Cllr M Walsh)
- 9. Date of next meeting**
To note the date of the next meeting.

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND.

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Economic Regeneration Committee

The Town Council discharges its function in relation to the following matters to this Committee, it is not necessary for the Town Council to ratify Committee decisions as long as resolutions are made under these terms of reference under section 101 of the Local Government Act 1972

1. To oversee the growth of the High Street and support businesses based in Princes Risborough.
2. To oversee the running of the weekly Thursday Market.
3. To oversee the Saturdays Farmers Market.
4. To oversee the work of the Town Centre Co- Ordinator.
5. To work with the District and County Council in delivering WDC Local Plan PR13 and PR14.
6. To investigate ways to improve economic growth whilst delivering environmentally friendly policy.
7. To work with the Commercial Services Committee to use Town Council assets to promote economic growth.
8. To review fees and charges for Markets annually to coincide with the budget setting process, or more often if required.
9. To receive reports from the Clerk and staff on matters relating to the above.
10. To respond on behalf of the Council to initiatives from other organisations relating to matters under the Committee's jurisdiction.
11. To establish Working Groups to progress/deliver specific projects.
12. To monitor the finances of the Committee against the budgets.
13. To prepare budget proposal for revenue and capital expenditure in the following financial year and submit to the Finance Estimates Committee

These functions and terms are to be read in conjunction with the Standing Orders and Financial Regulations of the Council.