



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 Commercial Services Committee to be held at **The Princes Centre, Clifford Road, Princes Risborough** on **Tuesday 10th September 2019 at 6.30PM** when the business set out in the following agenda will be transacted.

Susanne Griffiths

**Clerk to the Town Council
4th September 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. Acceptance of previous [minutes](#) of the Commercial Services Committee held on 23rd July 2019

To receive and approve as a correct record the minutes of the Commercial Services meeting held on the 23rd July 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. Correspondence

To discuss and decide on a response to correspondence received relating to the Commercial Services Committee



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6. 39 High Street

- a) To discuss and decide on submitting a Planning Application for change of use

7. Community Centre

- a) To approve a quotation for work for a trail hole for inspection of footing and removal of blockwork for inspection of steels
b) To discuss and decide on investigating options for parking enforcement
c) Hirer Agreements – to receive an update from the Bookings Officer
d) Hire charges for 2020 – to receive an update from the Bookings Officer and decide on actions to be taken

8. Future Agenda items

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

9. Exclusion of the 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 discuss and decide on

1. The preferred contractor for fire safety works at 39 High Street
2. Keypads at the Community Centre
3. The preferred consultants to provide a Community Centre Energy Feasibility Report

10. Date of next meeting

To be advised

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND