



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, 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 3rd March 2020 AT 7.00PM** when the business set out in the following agenda will be transacted.

Kirsty Pope

Deputy Clerk to the Town Council
26th February 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 4th February 2020

To receive and approve as a correct record the [minutes](#) of the Town meeting held on the 4th February 2020.

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 Rob 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

- a) To receive a report from the Lighting Working Group including the Risk Assessment report and decide on any actions to be taken
- b) To discuss and decide on whether to appoint a maintenance contractor

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. Commonwealth Day 2020 (Cllr N Davis)

To discuss and decide on flying the Commonwealth flag for Commonwealth Day 2020

12. Future Agenda items

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

13. Date of next meeting

To note the date of the next scheduled meeting of the Town Committee to be held on Tuesday 7th April 2020 at 7.00pm.

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND