



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, D Knights, T Murali, A Ball and L Byrne)

Dear Councillor,

You are summoned to attend the meeting of the **Town Council** to be held at **The Princes Centre, Clifford Road, Princes Risborough** on **Tuesday 25th February 2020 AT 7.00 PM** when the business set out in the following agenda will be transacted.

Susanne Griffiths

**Clerk to the Town Council
19th February 2020**

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 January 2020

To receive and approve as a correct record the [minutes](#) of the Town Council meeting held on the 28th January 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 Numbers 3 e-k. The public are welcome to stay and observe the rest of the meeting

5. Report from Thames Valley Police

To receive a report from Thames Valley Police.

6. Report from Bucks County Councillor

To receive a report from Cllr Bendyshe-Brown on matters concerning Princes Risborough



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7. Council Committees

To receive and note the minutes of: -

Planning Committee 4th February 2020 (draft)

Town Committee 14th January 2020 Town Committee 4th February 2020 (draft)

Finance Committee 20th January 2020 Finance Committee 17th February 2020 (draft)

Economic Regeneration Committee 11th February 2020(draft)

Commercial Services Committee 21st January 2020 Commercial Services Committee 11th February 2020 (draft)

Events Committee 21st January 2020 Events Committee 18th February 2020 (draft)

8. Correspondence

To decide on the response to correspondence received at the Town Council

9. Horns Lane

To discuss and decide on further design work for the Horns Lane project

10. VE Day Event

To discuss and decide on a recommendation from the Events & PR Committee to apply for a part road closure in the High St for the VE Day event on the 8th May

11. Candidates to Stand for Election in May

To discuss and decide on how to encourage candidates to stand for election in May

12. Streetlighting Management Software

To discuss and decide on a quotation for Streetlighting Management software

13. Marking the Death of A Senior National Figure Procedure

To discuss and decide on the Marking of a Senior National Figure procedure

14. Councillor Vacancy

To discuss and decide on whether to fill the vacancy for a Councillor by co-option

15. Market House

To receive a recommendation from the Commercial Services Committee to approve the revised charges and appointment of a caretaker for the evening sessions

16. Wellington House Property

To discuss and decide on whether to approve an application for consent to assign the Wellington House property

17. Policies

To review and approve the amended Complaints procedure



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18. 39 High Street (Cllr M Walsh)

- a) To receive an update on 39 High St, Princes Risborough
- b) To discuss and decide on building alterations
- c) To discuss and decide sourcing quotations for building alterations
- d) To discuss and decide on appointing a contractor to manage building alterations

19. Future Agenda items

To receive items to be included in the next meeting

20. Exclusion of 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

- a) The recipients of the Citizens Awards
- b) Quotations for the refurbishment of the town noticeboards
- c) The Clerks report on staff matters
- d) The preferred contractor for the Community Centre refurbishment
- e) To appoint the preferred consultant to deliver town centre activities in Princes Risborough
- f) To discuss and decide on lease proposals with the chosen operator at 39 High St

21. 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