



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 28th JULY 2020 BY VIDEO LINK VIA ZOOM
AT 7.00PM**

PRESENT

Cllr M Walsh – Chairman
Cllrs, A Ball, J Coombs, A Turner, D Knights, T Murali, L Byrne, I Pearce, G Hall, S Baxter, and N Davis
Susanne Barter–Clerk to the Town Council
Kirsty Pope- Deputy Clerk
Jayne Mylchreest – Administration Officer
2 members of the public

THE TOWN COUNCIL PRAYER

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from I McLauchlan who had a work commitment.

Resolved: To receive and note the following apologies from Councillor I McLauchlan.

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 30th JUNE 2020

Resolved: To agree and sign as a correct record the minutes of the Town Council meeting on the 30th June 2020

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

Cllrs S Baxter and I Pearce declared a non-pecuniary interest in Agenda item No 10. and 11. 20/06628/FUL and 20/06629/LBC as they are Askett residents.

Cllr G Hall declared a non-pecuniary interest in Agenda Item No 11 as he is a member of the Buckinghamshire Council Central Planning Committee.

4. PUBLIC FORUM- No questions were raised by members of the public.

5. A REPORT FROM THAMES VALLEY POLICE

Thames Valley Police (TVP) sent the following report: -

The team has been visiting elderly vulnerable members of the community to check on their welfare and to try to keep their spirits up in these strange times.

Generally, people are still subdued by the threats of the virus so Anti-Social Behaviour (ASB) and crime are low. There are signs that youths are causing a few concerns around perceived low level ASB but this seems to be mostly in rural areas outside the town so its impact is minimal.

The Police are getting a lot of calls around perceived speeding vehicles. Enforcement is an option Police use where statistics back this up but in a lot of cases a referral to www.communityspeedwatch.org (CSW) is recommended to see whether concerned members of the public can join a local CSW team and participate in educating drivers around speed related issues.

6. A REPORT FROM BUCKINGHAMSHIRE COUNCILLORS ON MATTERS CONCERNING PRINCES RISBOROUGH

Cllr B Bendyshe-Brown sent the following report: -

Summerleys Road plane and patching has been completed; this is to overcome some of the road being broken up by HGV lorries which has caused immense under surface damage.

Progress is being chased on the upgrade to Picts Lane and the associated footways at its junction with Station Road. High/Duke Street and Market Square resurfacing has been reported to be completed by 31st March 2021. This is unacceptable and needs to be brought forward as the road surface, particularly in the High Street, is breaking up badly.

7. FINANCE

- a) Income for June 2020 was noted.
- b) Payments for July 2020 were noted
- c) **All present approved** Invoice No 986 for £35,702.14 + vat payable to B.E.P Contracting Ltd

JM

8. RISBOROUGH BASKET

- a) Report

Cllr M Walsh reported that the Risborough Basket is moving forward with the website currently under construction. The project is funded by the former Wycombe District Council Economic Development fund and therefore is cost neutral to the Town Council and will start at the beginning of August 2020.

- b) Vehicle lease

Cllr M Walsh proposed to lease a van for 6 months from a local company.

Seconded by Cllr T Murali.

Resolved: To lease a van for 6 months from a local company.

KP

9. THURSDAY MARKET

- a) Report

Cllr A Turner reported that successful trials have been held.

- b) Re-opening the street market

Cllr A Turner proposed to approve the recommendation from the Thursday Market Working Group to reopen the full market in August 2020.

Seconded by Cllr L Byrne

Resolved: To approve the recommendation from the Thursday Market Working Group to reopen the full market in August 2020.

- c) Traders Agreements

Cllr A Turner proposed for the Thursday Market Working Group to review the Traders Agreements and report back to the next meeting in August.

AT/IP/ND/MW/JC/JM

Seconded by Cllr I Pearce.

Resolved: For the Thursday Market Working Group to review the Traders Agreements and report back to the next meeting in August.

JM

10. CORRESPONDENCE

An email has been received regarding the Thursday Market

The Town Council is requested to reconsider a request to allow a trader to return to the market.

All present agreed to reply that the comments had been noted.

JM

Risborough Rangers Junior Football Club (RRJFC)

A request for permission has been received for the RRJFC to recommence training at Wades Park, St Dunstan's Park and the Earle Mitchell playing field, in a Covid:19 secure environment. A Covid:19 risk assessment was submitted by RRJFC.

All present agreed to grant permission for training to recommence.

JM

Cllrs Baxter and Pearce declared an interest and took no further part in the discussion or vote

An email has been received regarding Assets of Community Value

A local residents society is concerned that local assets are not listed on the Buckinghamshire Council Assets of Community register.

Cllr M Walsh proposed for the office to submit a nomination form for the Three Crowns to be registered as an Asset of Community Value and to check the Community register to ascertain which assets are currently listed, when they expire and to renew where possible.

Seconded by Cllr A Ball

All present agreed.

CH

Cllr M Walsh urged communities to apply themselves for the assets to be listed in their own communities as it shows they have community support.

An email has been received regarding attending future Farmers Market events

A request has been received from a local showman to attend future Farmers Market events.

Cllr I Pearce proposed not to approve the request as it would not be in keeping with this event but to consider the request for other events.

Seconded by Cllr B Baxter

Resolved: To refuse the request as it would not be in keeping with this event but to consider the request for other events.

An email has been received regarding reopening the Community Centre

A hirer has asked for an update regarding the plans to reopen the Community Centre and has requested permission to use Wades Park in the summer months and return to the Community Centre in September.

Cllr T Murali proposed to grant permission at a cost of £15 per session to use Wades Park for the month of August excluding Sundays

Seconded by Cllr S Baxter.

Resolved: To grant permission at a cost of £15 per session to use Wades Park for the month of August excluding Sundays
CH

Grant awarded to the Neighbourhood Action Group (NAG)

NAG requested a grant from the Town Council to purchase a speedgun which was awarded at the last Town Council meeting.

The NAG has since advised that they do not have a bank account to receive the monies and has asked the Town Council to purchase the speedgun on their behalf.

All present agreed not to approve the request and for Cllr M Walsh to liaise with the group and report back to the Town Council at the next meeting in August 2020.
MW

A request has been received for a casual pitch selling Haberdashery

Cllr A Turner proposed to approve the request.

Not seconded.

Cllr D Knights counter proposed not to approve the request.

Seconded by Cllr T Murali.

Resolved: No to approve the request.
JM

A request has been received for a casual pitch selling home furnishings

Cllr A Turner proposed to approve the request.

Seconded by Cllr L Byrne.

Resolved: To approve the request.
JM

Cllr Hall declared an interest in the next agenda item and took no part in the discussions or votes.

Cllrs Baxter and Pearce declared an interest in Planning Applications 20/06628/FUL and 20/06629/LBC and took no part in the discussions or votes.

11. PLANNING

a) To consider new planning applications

20/06628/FUL

Address: The Three Crowns Public House Askett Village Lane Askett Buckinghamshire HP27 1LT

Proposal: Change of use and internal alterations to Public House and Annexe Bar to create two additional 2-bed apartments

The Princes Risborough Town Council objects to this application as it would be a loss of a community asset of historical nature and employment opportunities would be diminished.
JM

20/06629/LBC

Address: The Three Crowns Public House Askett Village Lane Askett Buckinghamshire HP27 1LT

Proposal: Change of use and internal alterations to Public House and Annexe Bar to create two additional 2-bed apartments

The Princes Risborough Town Council objects to this application as it would be a loss of a community asset of historical nature and employment opportunities would be diminished.
JM

20/06747/VCDN

Address: 83 Station Road Princes Risborough Buckinghamshire HP27 9DN

Proposal: Variation of condition 2 (plan) and 3 (materials) attached to PP 19/07370/FUL (Erection of single storey rear

extension in connection with Change of Use from Residential (c3) to Nursery School (D1) to allow for reduced construction costs

The Princes Risborough Town Council has no comment.

19/08069/FUL

Address: Land Rear of 53 to 59 High Street Princes Risborough Buckinghamshire

Address: Demolition of existing storage building and erection of one detached dwelling with associated access and parking

The Princes Risborough Town Council objects to this application as it is within the conservation area and there is an insufficient fire break which identifies as a fire risk.

20/06688/FUL

Address: Independent Living Consultants New Road Princes Risborough Buckinghamshire HP27 0JN

Proposal: Creation of new personnel door opening to north-east/front elevation

The Princes Risborough Town Council has no comment.

20/06670/FUL

Address: 12 Little Park Princes Risborough Buckinghamshire HP27 0HS

Proposal: Householder application for construction of proposed two storey rear extension replacing existing conservatory and proposed single storey front infill extension

The Princes Risborough Town Council has no comment.

20/064616/FUL

Address: 55 Wycombe Road Princes Risborough Buckinghamshire HP27 0EY

Proposal: Householder application for construction of two storey double detached garage

The Princes Risborough Town Council has no comment.

20/06779/FUL

Address: The Malthouse Malthouse Square Princes Risborough Buckinghamshire HP27 9AB

Proposal: Enclosure of existing undercroft creating additional floor space with alterations

The Princes Risborough Town Council has no comment.

20/06804/CTREE

Address: Alscot Lodge Alscot Lane Princes Risborough Buckinghamshire HP27 9RU

Proposal: Proposed tree works as per schedule

The Princes Risborough Town Council has no comment.

20/06224/FUL

Address: Meadow Rise Peters Lane Monks Risborough Buckinghamshire HP27 0LQ

Proposal: Householder application for construction of single storey side extension and single storey rear extension to detached garage

The Princes Risborough Town Council has no comment.

20/06501/FUL

Address: 5 Chestnut Road Princes Risborough Buckinghamshire HP27 0BN

Proposal: Householder application for construction of roof over front bay window and door

The Princes Risborough Town Council has no comment.

20/06664/FUL

Address: Red Litten 65 Station Road Princes Risborough Buckinghamshire HP27 9DL

Proposal: Householder application for construction of part single, part two storey rear extension and insertion of 1 x rooflight to side elevation

The Princes Risborough Town Council has no comment.

20/06746/FUL

Address: 20 Kingsmead Monks Risborough Buckinghamshire HP27 9LN

Proposal: Householder application for construction of rear detached summer house

The Princes Risborough Town Council has no comment.

20/06790/FUL

Address: Dalegarth 46 Manor Park Avenue Princes Risborough Buckinghamshire HP27 9AS

Proposal: Householder application for construction of two storey front extension

The Princes Risborough Town Council has no comment.

b) To note planning application decisions

20/06040/FUL

Address: Mulberry House Upper Icknield Way Whiteleaf Buckinghamshire HP27 0LX

Proposal: Householder application for construction of single storey double detached garage

Decision: Application Permitted

20/06048/CLP

Address: 18 Clifford Road Princes Risborough Buckinghamshire HP27 0DU

Proposal: Certificate of lawfulness for proposed hip to gable roof extension, rear box dormer with juliet balcony, insertion of 1 x rooflight to front roof elevation in connection with loft conversion

Decision: Grant Certificate – Proposed

20/06097/TPO

Address: Berry Oak Cottage Upper Icknield Way Whiteleaf Buckinghamshire HP27 0LL

Proposal: Remove tree as this tree is at increased risk of windthrow due to damage and decay at stem base x 1 Beech (T1)

Decision: Application Refused

20/06422/ADRC

Address: The Spinney Upper Icknield Way Whiteleaf Buckinghamshire HP27 0LY

Proposal: Application for approval of details subject to conditions 3 (materials) and 14 (landscaping scheme) of planning approval ref: 18/08264/FUL

Decision: Permit

20/06074/FUL

Address: 4 Wycombe Road Princes Risborough Buckinghamshire HP27 0DH

Proposal: Householder application for single storey rear extension and first floor rear infill extension

Decision: Application Permitted

20/06109/FUL

Address: 4 Chestnut Close Monks Risborough Buckinghamshire HP27 0JU

Proposal: Householder application for construction of single storey side extension including 4 x rooflights

Decision: Application Permitted

20/06113/CLP

Address: 19 Lime Road Princes Risborough Buckinghamshire HP27 0BL

Proposal: Certificate of lawfulness for proposed single storey side extension

Decision: Grant Certificate

20/06217/CLP

Address: 5 Chestnut Road Princes Risborough Buckinghamshire HP27 0BN

Proposal: Certificate of lawfulness for proposed construction of boxed dormer to rear and insertion of 2 x rooflights to front roof elevation in connection with loft conversion

Decision: Grant Certificate - Development

20/06220/CLP

Address: 6 Chestnut Road Princes Risborough Buckinghamshire HP27 0BN

Proposal: Certificate of lawfulness for proposed boxed dormer to rear and insertion of 2 x rooflights to front elevation in connection with loft conversion

Decision: Grant Certificate

c) To receive notice of Planning Appeals

20/05330/VCDN

Address: Sunset Court High Street Princes Risborough Buckinghamshire HP27 0AX

Proposal: Variation of condition 8 (parking) attached to PP 19/05887/FUL

(Change of use to Sunset Court from Use Class B1(a) (offices) to C3 (residential) to provide 4 x 2 bed apartments with associated external alterations, erection of one pair of 1 bed semi-detached dwellings, construction of bin store, fence/railings and associated landscaping) to allow flexible use of the two visitor parking bays for both visitors to the development and use by employment uses

d) To receive notice of Appeal decisions

None

e) To receive notice of Public Inquiries

None

12. RISBOROUGH COMMUNITY CENTRE

a) Report

Cllr M Walsh reported that the project is 9 weeks behind schedule due to drainage issues with the existing toilets, archeological dig and Covid:19.

Plans are being discussed on how to safely re-open whilst the building work continues and to keep users safe and be Covid secure.

Cllr M Walsh **agreed** to liaise with the Model Railway Club to get an update on their proposed relocation to the school. **MW**

b) Café Lease

Cllr M Walsh proposed to proceed with instructing Duncan Bailey Kennedy property agents to start advertising the lease of the café.

Seconded by Cllr T Murali.

Resolved: To proceed with instructing Duncan Bailey Kennedy property agents to start advertising the lease of the café. **SB**

13. PROPOSED DEIVERSION OF PUBLIC FOOTPATH NO 26

Buckinghamshire Council (BC) has received an application to divert part of Public Footpath No 26.

The diversion is proposed in the interests of the landowner to move the footpath which crosses the school. The diversion will allow the school to utilise the area of the playing field and improve the safety of the children.

Cllr M Walsh proposed to fully endorse the proposal.

Seconded by Cllr A Turner.

All present agreed.

JM

14. POLICIES

a) Cllr A Turner proposed to approve the Princes Risborough Town Council Risk Schedule

Seconded by Cllr M Walsh

Resolved: To approve the Princes Risborough Town Council Risk Schedule

b) Cllr A Turner proposed to approve the Princes Risborough Town Council Equality Policy

Seconded by Cllr L Byrne.

Resolved: To approve the Princes Risborough Town Council Equality Policy

15. OLD BRITISH SCHOOL FOUNDATION

a) Report

Cllr M Walsh reported that the trustees had met and were approaching the primary schools to offer financial assistance to pupils that they felt met the criteria.

b) Cllr J Coombs proposed to approve the accounts for the Old British School Foundation for 2019/2020 and for the office to obtain an up to date valuation in October 2020

Seconded by Cllr M Walsh.

Resolved: To approve the accounts for the Old British School Foundation for 2019/2020 and for the office to obtain an up to date valuation in October 2020 **SB**

16. CROSSTALK

Cllr M Walsh proposed to publish the next edition in September and to establish a Crosstalk Working Group consisting of Cllrs Walsh/Davis/Baxter/Knights and Coombs. **All present agreed.** **MW/ND/SB/DK/JC/KP**

17. AGENDA ITEMS FOR NEXT MEETING

To approve the Thursday Market Traders Agreements.

18. 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 RECIPIENTS FOR A COVID:19 AWARD, STAFF MATTERS, TO DISCUSS AND DECIDE ON THE PREFERRED UTILITIES SUPPLIER FOR THE COMMUNITY CENTRE, TO APPROVE TENDER SPECIFICATIONS FOR A CONTRACTOR FOR 39 HIGH ST AND LEGAL MATTERS.

Cllr M Walsh proposed 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. Seconded by Cllr T Murali.

Resolved: in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information.

Recipients for A Covid-19 Citizens Award

Cllr D Knights proposed to instigate a series of COVID Citizen Awards, as follows:

- To instigate a series of one-off awards for those who made a significant contribution during the recent pandemic.
- To be titled COVID Citizen Awards and award them to individuals. Not to limit the number until it is known who is to be awarded – it could be 10-20.
- Award winners need to have made a significant contribution to the well-being of the town and its residents.
- In line with other Citizen Awards, awards cannot be given to people who are employed to carry out these kind of duties, eg Council staff, Priests in Holy Orders, Service men and women, Uniformed services.
- To consider the awarding of a small pin or jewel as well as a certificate (tbc)
- To invite nominations from local residents, organisations or groups via social media to be in by 31 August.
- Announce the awards in September.
- Depending on the current situation, to hold a small socially distanced private ceremony which can videoed and streamed live.
- A double page spread for Crosstalk that profiles each recipient.

All present agreed

DK/SB/ND/MW/CH

Staff Matters

Termination of contract.

All present agreed to terminate the contract of a summer operative.

SB

SMG Gardener

Cllr J Coombs proposed to appoint the preferred candidate for the SMG gardener position.

Seconded by Cllr M Walsh.

Resolved: To appoint the preferred candidate for the SMG gardener position.

SB

Legal Matters

The office is instructed to write to the trader to advise that if he is not satisfied with the process that has been followed by Princes Risborough Town Council regarding the termination of his contract for the Thursday market, that he is entitled to appeal in line with the Town Council's complaints policy.

SB

Utility Supplier for the Community Centre

Cllr M Walsh proposed to approve Opus Energy.

Seconded by Cllr T Murali

Resolved: To approve Opus Energy.

KP

19. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 25TH August 2020 at 7.00pm by video link via Zoom. There being no further business to discuss the Meeting closed at 9.30pm.