



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 27TH OCTOBER 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, G Hall, S Baxter, N Davis, I Pearce and I Byrne

Susanne Barter–Clerk to the Town Council

Jayne Mylchreest – Administration Officer

3 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 Cllr I McLauchlan who had a work commitment.

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

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 29TH SEPTEMBER 2020

Resolved: To agree and sign as a correct record the minutes of the Town Council meeting on the 29th September 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 G Hall and A Turner declared a non-pecuniary interest in Agenda Item No 11 as Cllr Hall is a member of the Buckinghamshire Council (BC) Central Planning Committee and Cllr Turner is a BC Strategic Planning ward member.

Cllr D Knights declared a non-pecuniary interest in Agenda item No 18.2 as he is a family member.

Cllr J Coombs declared a non-pecuniary interest in Agenda item No 18.5 as he knows the candidate personally

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

5. A REPORT FROM THAMES VALLEY POLICE

Thames Valley Police (TVP) sent their apologies.

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

Cllr B Bendyshe-Brown sent the following report: -

The High Street has been resurfaced. Duke Street and Market Square is still to be done and The Capital Maintenance Team (CMT) has apologised and said that their engineers believed that Duke Street did not require a complete resurface. I agree as there has been extensive drainage works and Thames Water also came in later and both made substantial resurfacing.

Jasmine Crescent has also had an extensive resurfacing replacing all the badly worn areas

The forward programme for resurfacing was agreed with CMT last year for next Financial Year with Buckinghamshire Council Councillor Gary Hall is as follows: Whole length carriageway on Fairway and micro surfacing (joint seal) on Wellington Avenue to Dunsmore Avenue .

It has been stressed to CMT that the footways in the Fields estate requires full repairs and in particular Highfield Road and the urgency of completing Picts Lane.

Work continues with Blanchfords to try and stop the lorries parking outside their entrance. To reinforce this the Enforcement Team have been asked to attend Picts Lane.

The owners of The Paddocks are based in Luxembourg and they have been contacted asking for advice on the future of the building. A response is awaited.

The Mobile Vehicle Activation Sign is on loan to the Whiteleaf Residents Association to use on Peters Lane to warn drivers of the 30mph speed limit. Several firms have been contacted regarding the whitelining on Peters Lane and Whiteleaf.

7. FINANCE

- a) Income for September 2020 were noted.
- b) Payments for October 2020 were noted
- c) **All present approved** Invoice No 1009 from B.E.P Contracting Ltd at £ 55081.00 + vat

JM

8. RISBOROUGH BASKET

- a) Cllr M Walsh reported that work continues and the next phase is to be launched on Tuesday 3rd November 2020. Cllrs Murali, Knights, Ball and Byrne have volunteered to help with the testing of the Application.

9. CORRESPONDENCE

A letter has been received regarding the repositioning of the basketball posts at St Dunstons Park

A resident has concerns that now the basket ball posts have to be realigned one post is closer to her property and the bouncing of balls is intrusive.

All present agreed to reply and apologise that the resident had not been notified prior to the refurbishment works being carried out but the change in position is minimal and will stay in situ.

JM

An email has been received regarding fibre broadband

A resident would like to know if the Town Council has full fibre broadband on its agenda as people are now working from home and he considers the current system is dreadful.

All present agreed to reply that Buckinghamshire Council will continue the project of improving the system across the district and that the Town Council will request an update from Buckinghamshire Council regarding the roll out of full fibre broadband. Cllrs Turner, Hall and Knights to provide the office with a contact at BC.

AT/GH/DK

An email has been received from Thames Valley Police regarding Community Service

The Youth Reparation Officer is looking for 8 hours of work for graffiti offenders.

All present agreed that 8 hours of work can be found for the offenders at various locations in the town. The office is requested to contact TVP to ascertain if it is acceptable to publicise this in the next edition of Crosstalk and to advise the Risborough Environmental Group who also litter pick in the town.

JM

An email has been received regarding an Art in the Park calendar

A resident has an idea about making a calendar of Art in the Park to raise funds for local charities. Also suggests to use local business and recyclable materials.

All present agreed to reply that it is a good idea but it is too late to consider for this year and it will be considered for next year.

JM

An email has been received regarding the Community Centre cafe

The winner of the Art in the Park would like to display his work on the walls of the Community Centre café.

All present agreed to reply to say thank you for the offer and it will be considered at a later date when the café is ready to be leased.

JM

An email has been received from the local Thames Valley Police team to hold a pop-up Police Station

TVP would like to hold a pop-up police station on market day on the 3rd December.

All present agreed.

JM

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

10. PLANNING

- a) To consider new planning applications

20/07243/CTREE

Address: Tesco Stores Longwick Road Princes Risborough Buckinghamshire HP27 9TS

Proposal: Reduce by 2 metres x 1 Sycamore and x 1 Ash, reduce by 3 metre x 20

laurels, face up x 5 Leylandii and coppice x 6 clumps of Hazel

The Planning Working Group recommend that the Princes Risborough Town Council will abide by the decision of the Arboriculturalist.

All present agreed

20/07514/FUL

Address: 54 Eastfield Road Princes Risborough Buckinghamshire HP27 0HZ

Proposal: Householder application for construction of retaining walls and dropped kerb to front incorporating creation of 2 x parking spaces (part retrospective)

The Planning Working Group recommend that the Princes Risborough Town Council has no comment.

All present agreed

20/07573/FUL

Address: 83 Westmead Princes Risborough Buckinghamshire HP27 9HS

Proposal: Householder application for construction of conservatory

The Planning Working Group recommend that the Princes Risborough Town Council has no comment.

All present agreed

20/07596/FUL

Address: 30 Place Farm Way Monks Risborough Buckinghamshire HP27 9JH

Proposal: Householder application for single storey and first floor rear infill extension and front porch extension with pitched roof

The Planning Working Group recommend that the Princes Risborough Town Council has no comment.

All present agreed

20/07677/CTREE

Address: Bell House Crowbrook Road Askett Buckinghamshire HP27 9LS

Proposal: Removal to ground level x 1 Ash (T1) and reduce large lateral limb over tennis court by 6-7m x 1 Poplar (T2)

The Planning Working Group recommend that The Princes Risborough Town Council being a signatory of the Tree Charter, is dedicated to protecting the trees in the parish and would encourage those that are felling trees to replace them with a new tree native to the local area but will abide by the decision of the Arboriculturalist.

All present agreed.

20/07628/FUL

Address: 19 Shortborough Avenue Princes Risborough Buckinghamshire HP27 9HU

Proposal: Householder application for single storey rear extension

The Planning Working Group recommend that the Princes Risborough Town Council has no comment.

All present agreed

20/07627/FUL

Address: 12 Little Park Princes Risborough Buckinghamshire HP27 0HS

Proposal: Householder application for construction of single storey rear extension and proposed single storey front infill extension

The Planning Working Group recommend that the Princes Risborough Town Council has no comment.

All present agreed

20/07700/FUL

Address: 55 Wycombe Road Princes Risborough Buckinghamshire HP27 0EY

Erection of detached 4-bed dwelling to front with attached double garage, bin stores and car parkin

The Planning Working Group recommend that the Princes Risborough Town Council has no comment.

All present agreed

b) To note planning application decisions

20/06779/FUL

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

Proposal Enclosure of existing undercroft creating additional floor space with alterations

Decision: Application Permitted

20/07001/FUL

28 Brooke Road Princes Risborough Buckinghamshire HP27 9HJ

Proposal Householder application for construction of single storey rear extension and first floor front extension

Decision: Application Refused

20/07055/FUL**Address:** Hirschen Crowbrook Road Monks Risborough Buckinghamshire HP27 9LP**Proposal** Householder application for construction of 2 x hip to gable roof extensions, insertion of 2 x dormer to front and 1 x box dormer to rear with insertion of 1 x roof light on connection with loft**Decision:** Application Permitted**20/07108/FUL****Address:** Westfield Crowbrook Road Askett Buckinghamshire HP27 9LS**Proposal** Householder application for construction of single storey front extension, roof alterations in connection with loft conversion and construction of detached garage**Decision:** Application Withdrawn**20/07112/FUL****Address:** 1 Bardolphs Close Princes Risborough Buckinghamshire HP27 0XA**Proposal** Householder application for construction of single storey detached rear garden room**Decision:** Application Permitted**20/07312/CTREE****Address:** The Old Rectory Mill Lane Monks Risborough Buckinghamshire HP27 9LG**Proposal** Shorten the regrowth by 1.5m x 1 Sycamore, dismantle and remove to ground level x 1 Hawthorn (T2), Elm (T3), Sycamore (T5) and prune partly failed limb to the next entire and undamaged**Decision:** Not to make a Tree Preservation**20/07337/CTREE****Address:** 7 Town Farm Barns Princes Risborough Buckinghamshire HP27 9AD**Proposal** Fell x 1 Holly (T1) and re-pollard x 1 Horse Chestnut (T2)**Decision:** Not to make a Tree Preservation**20/06746/FUL****Address:** 20 Kingsmead Monks Risborough Buckinghamshire HP27 9LN**Proposal** Householder application for construction of rear detached summer house**Decision:** Application Permitted**20/06920/TPO****Address:** 12 St Teresas Close Princes Risborough Buckinghamshire HP27 0JH**Proposal** Fell as poor form and 80% dead x 1 Horse Chestnut (T1)**Decision:** Application Permitted**20/06760/TPO****Address:** Unit 1 Kites Park Summerleys Road Princes Risborough Buckinghamshire HP27 9PX**Proposal** Fell as leaning over shipping container 1 x Ash tree, fell as heavily decayed 1 x Cherry, cut back from building by 2m

x 1 Sycamore (G2) and fell to ground level as sparse and nearly dead x 1

Decision: Application Permitted**20/06763/TPO****Address:** Mayfield Thorns Close Whiteleaf Buckinghamshire HP27 0LU**Proposal** Shorten by 3 - 4 metres as growing as part of hedge x 3 Sycamore (G1), lift crown heights to clear 5-6m, thin remaining canopies by approx. 20% due to re-active growth x 2 Limes and x 1

Sycamore (G2), fell as not thriving in the position they are in x 2 Plums and x 1 Laburnum (G3)

and lift, thin and reduce group by approx 2 metres crown volume to re-reduce back to previous

levels, lift trees to clear 3 metres for general maintenance group of x 1 Lime, x 1 Chestnut and x 1 Sycamore (G4)

Decision: Application Permitted**20/06790/FUL****Address:** Dalegarth 46 Manor Park Avenue Princes Risborough Buckinghamshire HP27 9AS**Proposal** Householder application for construction of two storey front extension**Decision:** Application Permitted

20/06905/FUL

Address: 2 Upper Icknield Way Princes Risborough Buckinghamshire HP27 0EX

Proposal Householder application for construction of single storey front extension and two storey rear

Decision: Application Permitted

20/06974/TPO

1 Rectory Court Princes Risborough Buckinghamshire HP27 0DN

Proposal Cut back to boundary by trimming back one branch to allow more light x 1 Sycamore (A2)

Decision: Application Permitted

20/07069/CTREE

Address: Bell House Crowbrook Road Askett Buckinghamshire HP27 9LS

Proposal Remove to ground level x 4 Leylandii (T1-T4)

Decision: Not to make a Tree Preservation

20/07088/CTREE

Address: Corner Cottage Askett Lane Askett Buckinghamshire HP27 9LU

Proposal Crown lift to allow a 4.0 metre ground clearance and thin the crown by 15% x 1 Beech Tree

Decision: Not to make a Tree Preservation

c) To receive notice of Planning Appeals

19/07586/FUL

Address: Land Adjacent to 2 The Coach House New Road Princes Risborough Buckinghamshire HP27 0JN

Proposal: Erection of new two storey detached, two-bedroom dwelling

Appeal against Refusal of Permission

d) To receive notice of Appeal decisions

None.

e) To receive notice of Public Inquiries

None.

Cllrs Hall and Turner rejoined the meeting.

11. RISBOROUGH COMMUNITY CENTRE

a) To receive a report from the Working Group and decide on any actions to be taken

Cllr M Walsh reported that it would not be viable to open the Community Centre this year, therefore **all present agreed to** apply for a business rate exemption. **SB**

b) A hirer has requested that the storage fees be waived for the summer.

All present agreed that as an application for a business rate exemption is to be made all storage users will be asked to remove their belongings in a Covid secure way. The office is requested to investigate and identify alternative storage potential. **CH**

12. STRATTON MEMORIAL GARDEN

a) Relocating the fruit trees in the proposed phase 2 area.

Cllr A Turner proposed to work with the cemetery consultants to find a more suitable location for the fruit trees in the new design layout for Phase 2.

Seconded by Cllr D Knights.

Resolved: To work with the cemetery consultants to find a more suitable location for the fruit trees in the new design layout for Phase 2. **AT/JM**

b) Wildflower Garden

Cllr A Turner proposed to return the circular community garden flower bed to its original state using the original spoil but continue with the wildflower bed by the hedge inside the gates of the Stratton Memorial Garden,

Seconded by Cllr T Murali

Resolved: To return the circular flower bed to its original state but continue with the wildflower bed by the hedge inside the gates of the Stratton Memorial Garden. **BH**

c) Establishing a Working Group to review the rules and regulations and a policy for an Exclusive Right of Burial that is no longer required

All present agreed for a Stratton Memorial Garden Working Group to be established to review the rules and regulations and a policy for an Exclusive Right of Burial that is no longer required consisting of Cllrs Coombs, Walsh and Knights, and to report back at the next Town Council meeting.

JC/MW/DK/CH

d) A request by REG to maintain the flowering lawn for 2021

Cllr L Byrne proposed to approve the request stressing that the ownership remains with the Town Council and that there are to be no demands on the Maintenance Team. Seconded by Cllr A Ball.

Resolved: To approve the request emphasising that the ownership remains with the Town Council and that there are to be no demands on the Maintenance Team.

LB

All present agreed that this decision will be reviewed in 12 months.

JM

13. BROOK IN WADES PARK

Cllr A Turner updated the members that a site meeting had taken place with the Chiltern Rangers who advised that the narrowing of the brook is the result of development on the other side of the brook. The Chiltern Rangers recommended that some of the trees could be removed to prevent overshadowing and that vegetation should be removed from the stream to stop the grill becoming blocked. The Chiltern Rangers have a volunteer section that could help

Cllr A Turner proposed that the Maintenance Team clear the brook of vegetation and rubbish to stop the grill becoming blocked with the help of the Chiltern Rangers.

Seconded by Cllr A Ball

Resolved: That the Maintenance Team clear the brook of vegetation and rubbish to stop the grill becoming blocked, with the help of the Chiltern Rangers.

KP

14. VACANCY OF A COUNCILLOR BY CO-OPTION

Six candidates applied to fill the vacancy for a Councillor. The Councillors invited all the candidates to an informal interview via Zoom to enable them to make an informed decision on the preferred candidate.

A vote was taken by the members that attended the interviews.

Resolved: That the council co-opt candidate E to fill the vacancy for a councillor.

SB

15. TO DISCUSS AND DECIDE ON SUBMITTING TRANSPORT SCHEMES TO BUCKINGHAMSHIRE COUNCIL REGARDING THE TRANSPORT FOR SCHEMES BUDGET 2021/2022

No schemes were identified.

16. LIME TREES AT THE KGV PARK

All present agreed to defer this agenda item to the next Town Committee Working Group for them to consider the advice given and make a recommendation for the Town Council to approve at the next meeting.

KP

17. AGENDA ITEMS FOR NEXT MEETING

To discuss and decide on resuming Committee meetings

To discuss and decide on the Minor internal works at 39 High St

To discuss and decide on the preferred supplier for the Community Centre commercial kitchen refurbishment

To discuss and decide on replacing the fir trees in the Stratton Memorial Garden (Cllr A Turner)

To receive a recommendation from the Stratton Memorial Working Group regarding a review of the rules and regulations and a policy on Exclusive Rights of Burial that are no longer required.

To receive a recommendation from the Town Committee Working Group on the action to be taken concerning the Lime trees in the KGV park.

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 :-

1. On quotations for minor internal work at 39 High St

2. On the preferred candidates for the Covid-19 award

3. On the preferred energy supplier for streetlighting

4. On the preferred supplier for the Community Centre commercial kitchen refurbishment

5. On a driver for Risborough Basket

6. On the preferred contractor for the works required for 39 High Street

Cllr A Turner 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 D Knights.

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.

1. Minor internal works at 39 High St

All present agreed to defer this decision to the next Town Council meeting when all the quotations have been received.

Cllr D Knights declared a non-pecuniary interest in the next agenda item and took no part in the discussion or vote.

2. Preferred candidate for the Covid-19 award

Cllr M Walsh proposed that Cllr A Turner and all the nominees would receive an award.

Seconded by Cllr N Davis.

Resolved: That Cllr A Turner and all the nominees would receive an award.

3. Preferred energy supplier for streetlighting

Six quotations were presented for green energy

a) £ 4,396.05

b) £ 4,512.65

c) £ 4,591.04

d) £ 5,388.24

e) £ 5,555.07

f) £ 5,645.48

Cllr D Knights proposed to approve quotation a) on a 36-month contract.

Seconded by Cllr A Turner.

Resolved: To approve quotation a) on a 36-month contract

JM

4. Preferred supplier for the Community Centre commercial kitchen refurbishment

Three quotations were presented.

a) £38820.14 + vat

b) £21,350 + vat

c) Quoted but unable to match specification list

All present agreed to defer this agenda item to the next Town Council meeting.

Cllr J Coombs declared a non-pecuniary interest in this agenda item and took no further part in the discussion or vote

5. Driver for Risborough Basket

All present agreed to appoint Chiltern Core Consulting Ltd to provide the delivery service.

6. Preferred contractor for the works required for 39 High Street

Cllr M Walsh informed the members that 2 tenders had been received and then presented the tender analysis for the 39 High Street refurbishment, for the members consideration.

Cllr M Wash proposed to appoint Contractor No 2

Seconded by Cllr A Turner.

Resolved: To appoint Contractor No 2

The office is requested to request that the Project Manager updates the details on the Contract Finders website and advises the unsuccessful applicants.

SB

19. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 24th November 2020 at 7.00pm by video link via Zoom. There being no further business to discuss the Meeting closed at 9.20 pm.