



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 29th JUNE 2021 AT THE BRUSHWOOD SUITE WADES CENTRE PRINCES RISBOROUGH
AT 19.15**

PRESENT

Cllr A Ball – Chairman
Cllrs J Coombs, S Coombs, G Hall, J Biss, A Frost, A Shipley, I Parkinson, S Marshall, C Campbell, J Rampin
Susanne Barter–Clerk to the Town Council
Kirsty Pope – Deputy Clerk to the Town Council
Cate Holloway – Bookings Officer
Buckinghamshire Cllr M Walsh
4 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 A Turner who is attending a meeting at Buckinghamshire Council and Cllr M Roberts who has work commitments.

Resolved: To receive and note the following apologies from Cllrs A Turner and M Roberts,

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 18th MAY 2021

Resolved: To agree and sign as a correct record the minutes of the Town Council meeting on the 18th May 2021

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.

Cllr C Campbell declared a non-pecuniary interest in Agenda Item No 9 Risborough Environmental Group as she is a member of the group.

Cllr G Hall Deputy Cabinet Member for Planning, Buckinghamshire Council declared a non-pecuniary interest in Agenda items No 10 and 11.

4. PUBLIC FORUM

None

5. A REPORT FROM THAMES VALLEY POLICE

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

PS Nathan Davey is covering Wycombe until 1/8 so we have PS Robin Hughes from Marlow filling in until then.

PC 4755 Andy Ralph, PC 6027 Marea Logan, PCSO 7271 Carina Gomes Da Costa and PCSO 9625 Alicia Grant are the team for Princes Risborough.

We've all been interacting with the Secondary and Junior schools to deliver educational presentations concerning knife/online crime along with interacting with teachers and pupils. This can be particularly rewarding as for a lot of students this is their first interaction with the Police and making it a positive experience can be priceless to shaping future attitudes.

There have been no burglaries in the town over the last month.

There is a group of youths that are behaving in an anti-social way around the town. We are currently investigating the incidents and will look to deal with any identified perpetrators proportionately.

During the next month we are looking to do a couple of pop-up police stations in the town so members of the community can approach us with questions.

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

Buckinghamshire Cllr M Walsh provided an update to the meeting. To deal with the flooding issues experienced in Monks Risborough a budget of £3m has been allocated for drain clearance in the town generally. Any drains that need clearing should be notified to Cllr Walsh.

The initial proposals for the 2023 Boundary Review have been published and members of the public are encouraged to provide feedback before the consultation closes on 2 August 2021. Visit www.bcereviews.org.uk.

7. CHAIRMAN AND DEPUTY CHAIRMAN OF COMMITTEES

Planning Committee

Cllr J Coombs proposed to approve the recommendation from the Planning Working Group to appoint Cllr J Biss as Chairman

Seconded by Cllr J Rampin

RESOLVED: That Cllr J Biss be elected as Chairman of the Planning Committee for the year 2021/2022

Cllr J Rampin proposed to approve the recommendation from the Planning Working Group to appoint Cllr M Roberts as Deputy Chairman

Seconded by Cllr J Biss

RESOLVED: That Cllr M Roberts be elected Deputy Chairman of the Planning Committee for the year for the year 2021/2022

Town Committee

Cllr J Rampin proposed to approve the recommendation from the Town Working Group to appoint Cllr J Coombs as Chairman of the Town Committee.

Seconded by Cllr S Marshall

RESOLVED: That Cllr J Coombs be duly elected Chairman of the Town Committee for the year 2021/2022

Cllr J Coombs proposed to approve the recommendation from the Town Working Group to appoint Cllr A Frost as Deputy Chairman of the Town Committee for the year 2021/2022

Seconded by Cllr J Rampin

RESOLVED: That Cllr A Frost be duly elected Deputy Chairman of the Town Committee for the year 2021/2022

Admin & HR Committee

Cllr S Coombs proposed to approve the recommendation from the Admin & HR Working Group to appoint Cllr A Turner as Chairman of the Admin & H/R Committee for the year 2021/2022

Seconded by Cllr J Biss

RESOLVED: That Cllr A Turner be elected as Chairman of the Admin & H/R Committee for the year 2021/2022 for recommendation to the Town Council.

Cllr J Rampin proposed to approve the recommendation from the Admin & HR Working Group to appoint Cllr J Biss as Deputy Chairman of the Admin & H/R Committee for the year 2021/2022

Seconded by Cllr A Frost

RESOLVED: That Cllr J Biss be elected Deputy Chairman for the year 2021/2022

Commercial Services Committee

Cllr J Rampin proposed to approve the recommendation from the Commercial Services Working Group to appoint Cllr I Parkinson as Chairman

Seconded by Cllr J Biss

RESOLVED: That Cllr I Parkinson be elected as Chairman for the year 2021/2022

Cllr J Rampin proposed to approve the recommendation from the Commercial Services Working Group to appoint Cllr S Marshall as Deputy Chairman

Seconded by Cllr J Biss

Economic Regeneration Committee

Cllr A Shipley to approve the recommendation from the Economic Regeneration Working Group to appoint Cllr J Rampin as Chairman

Seconded by Cllr S Coombs

RESOLVED: That Cllr J Rampin be elected as Chairman for the year 2021/2022

Cllr C Campbell proposed to approve the recommendation from the Economic Regeneration Working Group to appoint Cllr S Marshall as Deputy Chairman
Seconded by Cllr A Frost
RESOLVED: That Cllr S Marshall be elected as Deputy Chairman for the year 2021/2022

Events & PR Committee

Cllr J Rampin proposed to approve the recommendation from the Events & PR Working Group to appoint Cllr A Frost as Chairman
Seconded by Cllr C Campbell
A vote was taken
RESOLVED: That Cllr A Frost be elected as Chairman for the year 2021/2022

Cllr I Parkinson proposed to approve the recommendation from the Events & PR Working Group to appoint Cllr J Coombs as Deputy Chairman
Seconded by Cllr J Biss
RESOLVED: That Cllr J Coombs be elected as Deputy Chairman for the year 2021/2022.

8. FINANCE

Expenditure outside of the agreed Budget

A quotation has been received to repair damaged play equipment at Longwick, £ 1,330.40 + vat
Cllr J Coombs proposed to accept the quotation
Seconded by Cllr S Coombs
Resolved: To accept the quotation of £1,330.40 + VAT for repair to damaged play equipment at Longwick.

9. CORRESPONDENCE

An email has been received regarding a bench at the Stratton Memorial Garden

A complaint has been received that the bench is covered in bird's mess and the Town Council is requested to cut down the branches overhanging the bench.

All present agreed that the tree should be attended to at a time following nesting season. JM

An email has been received from a local group regarding the flower bed in Mill Lane

The group that maintains the flower bed in Mill Lane has requested that the Town Council purchase plants.

All present agreed to the request to purchase plants for the Mill Lane flower bed JM

An email has been received regarding a vegan market

The Town Council is requested to consider running a vegan market.

All present agreed that it would not be practical to hold a specific vegan market but to encourage vegan stallholders to join the current Farmers Markets.

KP

An email has been received regarding the Stratton Memorial Garden

A request for a memorial bench has been received.

All present agreed that the suggested site for the bench would be unsuitable under the specific tree identified and the Town Council had previously agreed that there was not enough room for additional benches.

JM

An email has been received regarding an incident involving a pet at their home

A resident's cat was killed by a dog that lives next door to the resident and the resident has asked for the Town Council to appoint a dog/animal warden to maintain a record of dog attacks in the area.

All present agreed to refer the resident to Buckinghamshire Council's dog warden service and to suggest the police be notified in the event of further incidents as necessary.

KP

A complaint has been received regarding the Stratton Memorial Garden

The complainant has asked why the Stratton Memorial Garden is not been tended as it usually is

All present agreed to send an apology to the complainant advising that staff shortages were being addressed with additional team members joining shortly.

JM

Complaints have been received regarding the grass not being cut in the parish

Several complaints have been received stating that grass has not been cut and asks when it will be done.

All present agreed that a consultation exercise should be conducted again with residents to establish a consensus on the number of cuts a year should be undertaken. Item to be referred to the next meeting of the Town Council for further consideration.

JM

A request to use the KGV park has been received

A local organisation has requested permission to use the KGV park for an event on the 25th July 2021

All present agreed to allow the organization to use the KGV park for their event on 25th July 2021.

KP

Cllr C Campbell declared a non-pecuniary interest and took no part in the discussion or vote.

An email has been received from Risborough Environmental Group regarding a Bee Working Group

The group would like to set up a Bee Working Group and register the Stratton Memorial Garden with B-Lines.

Cllr G Hall expressed his concern that the site is particularly sensitive and should be used solely as a burial ground as intended when the land was gifted to the Town Council. The office confirmed that the Deed of Transfer included covenants specifying *"To keep the developed Property well maintained"* and *"Not to use the property except as a memorial garden and burial ground"*.

All present agreed to ask the Risborough Environment Group to find an alternative site to set up B-Lines.

A Bee working group to be considered at a future meeting of the Town Committee

SB

HS2 Road Safety Fund application for the widening of the Wycombe Road footway connecting the Upper Icknield Way byway with Culverton Crossroads

Buckinghamshire Council has advised that the application has not been successful.

Noted by all present

HS2 Road safety Fund application for the installation of white painted reflective road edge along various stretches of the A4010 between Kimble and pedestal roundabout at West Wycombe

Buckinghamshire Council has advised that part of the application will be progressed to stage 2 of the process.

Noted by all present

SB

A request for the loan of Equipment from the Princes Risborough School.

The Princes Risborough School has requested the loan of gazebos and weights for their school sports day on the 13th and 14th July.

All present agreed to approve the request to loan gazebos and weights to Princes Risborough School on 13th and 14th July 2021.

KP

A resident has complained about the state of a grass verge following the installation of cables by Swish Fibre.

Cllr G Hall advised that he was aware of the verge concerned and that if the Town Council would be able to buy the grass seed, he would re-seed the affected area to rectify the damage himself.

All present agreed with Cllr Hall's proposal to re-seed the verge in question.

GH/JM

10. APPROVAL OF WORKING GROUP RECOMMENDATIONS

Cllr G Hall declared a non-pecuniary interest and took no part in the discussion or vote on Planning matters

Planning Working Group

21/06459/VCDN

Address: Sumach Cottage Askett Village Lane Askett Buckinghamshire HP27 9LT

Proposal: Variation of Condition 2 (Plans) attached to 17/05721/FUL (Householder application for erection of two storey rear extension with new porch area, a detached timber garage to front & a new front porch & detached single storey garden room to rear) to allow for resiting of garage

The Planning Working Group's recommendation to the Town Council is no comment

Cllr A Shipley proposed to accept the Working Group's recommendation.

Seconded by Cllr C Campbell

Resolved: No comment

21/06454/FUL

Address: 41 Dunsmore Avenue Monks Risborough Buckinghamshire HP27 9JX

Proposal: Householder application for construction of single storey rear extension and installation of rear box dormer in connection with loft conversion

The Planning Working Group's recommendation to the Town Council is no comment

Cllr C Campbell proposed to accept the Working Group's recommendation

Seconded by Cllr J Coombs

Resolved: No comment

21/06467/LBC

Address: 84 High Street Princes Risborough Buckinghamshire HP27 0BD

Proposal: Listed building application for removal of counterline and counter line partitions, furniture, existing signage and make good fixing holes, removal of existing ATM and night safe and infill brickwork to match existing and general decoration

The Planning Working Group's recommendation to the Town Council is that it responds that it is disappointed at the loss of a public amenity.

Cllr A Shipley proposed to accept the Working Group's recommendation

Seconded by Cllr C Campbell

Resolved: To respond that the Town Council is disappointed at the loss of a public amenity.

21/06466/FUL

Address: 84 High Street Princes Risborough Buckinghamshire HP27 0BD

Proposal: Removal of ATM and night safe and infill brickwork to match existing

The Planning Working Group's recommendation to the Town Council is that it responds that it is disappointed at the loss of a public amenity.

Cllr C Campbell proposed to accept the Working Group's recommendation

Seconded by Cllr A Shipley

Resolved: To respond that the Town Council is disappointed at the loss of a public amenity

21/05807/FUL

Address: Hand Car Wash Facility The Bell 21-23 Bell Street Princes Risborough Buckinghamshire

Proposal: Erection of freestanding canopy for use by existing car wash facility (retrospective)

The Planning Working Group's recommendation to the Town Council is no comment

Cllr C Campbell proposed to accept the Working Group's recommendation

Seconded by Cllr A Shipley

Resolved: No comment

21/06482/FUL

Address: 1 Centre Parade Place Farm Way Monks Risborough Buckinghamshire HP27 9JS

Proposal: Change of use of ground floor offices (E) to 3 x 1=bedroom studio apartments (C3)

The Planning Working Group has concerns regarding parking for the residents and there appears to be no hardstanding available

Cllr C Campbell proposed to accept the Working Group's recommendation

Seconded by Cllr A Shipley

Resolved: Concerns have been raised regarding parking for the residents and there appears to be no hard-standing available.

21/06533/FUL

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

Proposal: Construction of outdoor swimming pool and sleeper retaining wall

The Planning Working Group's recommendation to the Town Council is no comment

Cllr C Campbell proposed to accept the Working Group's recommendation

Seconded by Cllr J Coombs

Resolved: No comment

21/06529/FUL

Address: 18 Little Ham Lane Princes Risborough Buckinghamshire HP27 9JW

Proposal: Householder application for construction of single storey side/rear extension

The Planning Working Group's recommendation to the Town Council is no comment

Cllr C Campbell proposed to accept the Working Group's recommendation

Seconded by Cllr J Coombs

Resolved: No comment

21/06541/FUL

Address: Westfield Crowbrook Road Askett Buckinghamshire HP27 9LS

Proposal: Householder application for construction of single storey front and side extensions, raising of roof, roof extensions/alterations in connection with additional habitable accommodation and creation of new access/driveway alterations (alternative scheme to pp 20/07833/FUL)

The Planning Working Group's recommendation to the Town Council is no comment

Cllr A Shipley proposed to accept the Working Group's recommendation

Seconded by Cllr J Biss

Resolved: No comment

21/06617/FUL

Address: 9 Little Park Princes Risborough Buckinghamshire HP27 0HS

Proposal: Householder application for garage conversion and fenestration alterations to existing dwelling

The Planning Working Group's recommendation to the Town Council is no comment

Cllr C Campbell proposed to accept the Working Group's recommendation

Seconded by Cllr J Coombs

Resolved: No comment

Town Working Group

An email from a resident has been received regarding issues at St Dunstan's Park

The resident has raised concerns regarding anti-social behavior and the re-siting of play equipment.

All present agreed for recommendation to the Town Council to reply that the concerns have been noted and for the office to contact Thames Valley Police to advise and request patrols in the area.

Cllr S Coombs proposed to contact Thames Valley Police to advise and request patrols in the area.

Seconded by Cllr J Coombs

Resolved: to contact Thames Valley Police to advise and request patrols in the area.

JM

An email has been received regarding a silver jug

The owner of a silver jug that was presented to her parents when in service at The Manor House has asked the Town Council if it wishes for the jug to be returned to the town.

All present agreed for recommendation to the Town Council to accept the offer of the jug to be used as an annual award.

Cllr C Campbell proposed

Seconded by Cllr J Biss

Resolved: To accept the offer of the jug to be used as an annual award.

JM

A new PI bench

All present agreed for recommendation to the Town Council to request that the office investigate the cost of a new PI bench to replace the one in Monks Risborough.

Cllr J Coombs proposed to investigate the cost of a new PI bench and a suitable location

Seconded by Cllr A Shipley

Resolved: To investigate the cost of a new PI bench and a suitable location

AT/JM

Mobile Breast Screening Unit

The Mobile Breast Screening Unit has requested the use of Wades Park car park on the 30th June 2021.

All present agreed to approve the request to site the unit at Wades Park for recommendation to the Town Council providing it is no earlier than the 30th June 2021. It will need to be parked broadside to the Centre utilising the whole of the disabled car parking area.

Cllr C Campbell proposed to accept the Working Group's recommendation

Seconded by Cllr J Biss

Resolved: To agree to the Mobile Breast Screening Unit being sited at Wades Park from 30th Jun 2021

SB

Anti-idling in the High Street

Cllr A Ball proposed to establish a Working Group to investigate anti-idling in the High Street comprising of the following members

Seconded by Cllr J Biss

Resolved: To establish a working group to investigate anti-idling in the High Street comprising the following members: Cllrs A Ball, A Frost, C Campbell and J Mylchreest, Administration Officer.

JM

Admin & HR Working Group

All present agreed that the Interview Panel for candidates applying for an apprenticeship will consist of Cllr A Turner, the Clerk/ Deputy Clerk, and Team leader of the Maintenance Team. The interviews will be held on Tuesday July 6th from 10.30am onwards.

Cllr J Coombs proposed to approve the recommendation to the Town Council to interview candidates for an apprenticeship role on July 6th with the interview panel consisting of Cllr A Turner, the Clerk/ Deputy Clerk, and Team leader of the Maintenance Team.

Seconded by Cllr J Biss

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Resolved: to interview candidates for an apprenticeship role on July 6th with the interview panel consisting of Cllr A Turner, the Clerk/ Deputy Clerk, and Team leader of the Maintenance Team. SB

Commercial Services Working Group

An email has been received regarding bookings at the Wades Centre

A hirer has asked as the vaccination centre is due to close at the end of June, what is the room booking situation. All present agreed to wait for the government's announcement regarding Covid social distancing instructions before deciding on a date to re-open the Wades Centre to public bookings. A statement should be published on the website to advise the conditions for re-opening the Centre.

Cllr I Parkinson proposed to accept the Working Group's recommendation

Seconded by Cllr S Marshall

Resolved: to wait for the government's announcement regarding Covid social distancing instructions before deciding on a date to re-open the Wades Centre to public bookings. A statement should be published on the website to advise the conditions for re-opening the Centre. CH

An email has been received regarding using a room free of charge

A resident has requested to use a room for free for a Parent Support Group.

All present agreed that no suitable room was available in the Wades Centre. The resident to be advised that other organisations in the town might be able to help, such as, schools, churches and that an application can be made to the Town Council for a minor grant, subject to the published conditions.

Cllr I Parkinson proposed to accept the Working Group's recommendation

Seconded by Cllr S Marshall

Resolved: that no suitable room was available in the Wades Centre. The resident to be advised that other organisations in the town might be able to help, such as, schools, churches and that an application can be made to the Town Council for a minor grant, subject to the published conditions. CH

An email has been received from a hirer wishing to use the Brushwood Suite

A local organisation has requested the use of the Brushwood Suite as an annual booking.

All present agreed that the Brushwood Suite should not be used for regular weekly meetings, but is intended for larger functions/events. However, the situation would be reviewed after 3 months to establish the pattern and quantity of bookings of the Suite on weekdays. The committee would informally review the position at the August meeting to identify any trends emerging.

Cllr I Parkinson proposed to accept the Working Group's recommendation

Seconded by Cllr S Marshall

Resolved: that the Brushwood Suite should not be used for regular weekly meetings, but is intended for larger functions/events. However, the situation would be reviewed after 3 months to establish the pattern and quantity of bookings of the Suite on weekdays. The committee would informally review the position at the August meeting to identify any trends emerging. CH

Economic Regeneration Working Group

There was a shared concern for the possible redevelopment of the two bank premises shortly falling vacant. Cllr A Ball proposed that Cllr J Rampin provide supporting information for an agenda item for the Economic Regeneration Committee to enable a decision be made regarding the function and purpose of establishing such a working group.

All present agreed that Cllr J Rampin provide supporting information for an agenda item for the Economic Regeneration Committee to enable a decision be made regarding the function and purpose of establishing such a working group. JR

Farmers Market in September

All present agreed to recommend to the Town Council for approval to hold the September Farmers Market in the King George V Park and review the location of the next Farmers Market in light of the government's Covid instructions prevailing at the time.

Cllr I Parkinson proposed to accept the recommendation from the Economic Regeneration Working Group to hold the September Farmers Market at the King George V Park

Cllr I Parkinson proposed to accept the Working Group's recommendation

Seconded by Cllr S Marshall

RESOLVED: To hold the September Farmers Market at the King George V Park

KP

Events & PR Working Group

An email has been received from Buckinghamshire Council regarding Play around the Parishes 2021

The event was previously presented to the Town Council as a free event however this is not the case and a charge would be incurred. 2 hours £370 or 5hr session at £460.

A provisional booking has been made for the 2-hour morning session on Friday 27 August.

Cllr J Coombs proposed to recommend to the Town Council to go ahead with the booking on 27 August at a cost of £370.00 and to make a small charge per family of £2.50 each.

Cllr J Biss proposed to approve the recommendation from the Events & PR Working Group.

Seconded by Cllr J Coombs

Resolved: To agree to the Play around the Parishes event on 27 August 2021 at a cost of £370.00 and to make a charge of £2.50 per family to attend
CH

Platinum Jubilee of HM the Queen in June 2022

Cllr J Coombs proposed to recommend to the Town Council to establish a Working Group, noting that the group needs to make an early start in preparations for a popular weekend in 2022 and that plans should be well advanced to feed into the Estimates committee in November 2021.

Cllr J Coombs proposed to approve the recommendation from the Events & PR Working Group to establish a Working Group comprising of the following members: Cllrs J Coombs, J Biss, A Frost and non-Councillor N Davies and Events/PR Co-ordinator

Seconded by Cllr A Frost

Resolved: To establish a Working Group comprising of the following members: Cllrs J Coombs, J Biss, A Frost and non-councillor N Davies and Events/PR Co-ordinator
JC/JB/AF

Crosstalk

The Deputy Clerk updated the meeting with the process of producing editions of Crosstalk and that content covers the activities of the Town Council. The aim is to produce 4 editions a year with the next due in July ideally.

All present agreed to ask all councillors to submit a brief article to introduce themselves for the July edition and for the office to produce a list of what the committee should consider for the next issue. Content for future issues to be considered at next meeting of the working group.

Cllr C Campbell proposed to accept the Working Group's recommendation

Seconded by Cllr J Coombs

Resolved: all councillors to submit a brief article to introduce themselves for the July edition and for the office to produce a list of what the committee should consider for the next issue. Content for future issues to be considered at next meeting of the working group
All councillors/KP

Welcome Back Event

Cllr A Ball proposed for recommendation to the Town Council, to hold a Welcome Back Risborough event. This might be a Beer Festival or similar held on Wades Park with live music and local pubs invited to take a pitch. The Deputy Clerk reminded the members that staff resources are currently limited and the event would only be possible if the Councillors are able to assist with the workload.

All present agreed to support the idea and suggested it might take place on Saturday 4 September 2021 but would need councillors to support with setting up the event.

Cllr A Ball proposed to approve the recommendation from the Events & PR Working Group to hold a Welcome Back Risborough event on Saturday 4 September 2021

Seconded by Cllr G Hall

Resolved: to approve the recommendation from the Events & PR Working Group to hold a Welcome Back Risborough event on Saturday 4 September 2021
All Councillors/KP

Christmas Lights Switch On Event

The Deputy Clerk updated the meeting with the background to previous events and advised that the date for this year has been set as 4th December 2021. She will be able to provide the format of the event to the working group in due course.

All present agreed to recommend to the Town Council to establish a Working Group.

Cllr G Hall proposed to approve the recommendation from the Events & PR Working Group to establish a Working Group comprising of the following members: Cllrs A Frost, C Campbell, A Shipley, Jo Biss, S Marshall, J Coombs, S Coombs, A Ball.

Seconded by Cllr A Frost

Resolved: to approve the recommendation from the Events & PR Working Group to establish a Working Group comprising of the following members: Cllrs A Frost, C Campbell, A Shipley, Jo Biss, S Marshall, J Coombs, S Coombs, A Ball.
AF/CC/AS/JB/SM/JC/SC/AB/ KP

11.PLANNING APPLICATIONS

Cllr G Hall declared a non-pecuniary interest and took no part in the discussion or vote on Planning matters

a) To consider new planning applications

21/06602/FUL- left over from Planning Working Group as it ran out of time

Address: 40 Salisbury Close Princes Risborough Buckinghamshire HP27 0JF

Proposal: Householder application for construction of hip to gable loft conversion with two rear dormers to create habitable accommodation on first floor, single storey rear extension, garage extension and conversion with clerestory roof window

Cllr J Coombs proposed No Comment

Seconded by Cllr J Biss

Resolved: No Comment

21/06614/FUL

Address: 6 Almond Way Princes Risborough Buckinghamshire HP27 9EB

Proposal: Householder application for erection of single storey rear extension

Cllr A Ball proposed No Comment

Seconded by Cllr J Coombs

Resolved: No Comment

21/06539/TPO

Address: Monks Mede Burton Lane Monks Risborough Buckinghamshire HP27 9JF

Proposal: Reduce overall height by 3m and lateral crown by 2.5m to mitigate risk x 1 Horse Chestnut (T1)

Cllr J Coombs proposed that the Town Council abide by the decision of the Arboriculturalist

Seconded by Cllr J Biss

Resolved: The Town Council will abide by the decision of the Arboriculturalist.

21/06540/CTREE

Address: The Granary Church Lane Princes Risborough Buckinghamshire HP27 9AW

Proposal: Fell 1 x Willow (T1)

Cllr A Ball proposed that the Princes Risborough Town Council 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

Seconded by Cllr C Campbell

Resolved: The Princes Risborough Town Council 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

21/06720/FUL

Address: 17 St Teresas Close Princes Risborough Buckinghamshire HP27 0JH

Proposal: Householder application for construction of single storey rear extension, replacement roof over existing rear extension and fenestration alterations

Cllr J Coombs proposed No Comment

Seconded by S Coombs

Resolved: No comment

21/06716/FUL

Address: Land at Rear Jacobs Meadow Princes Risborough Buckinghamshire

Proposal: Erection of detached single storey dwelling with parking and amenity space and new entrance gates

Cllr J Coombs proposed that the Princes Risborough Town Council object to this application as it considers it to be an overdevelopment of the area.

Seconded by Cllr A Ball

Resolved: The Princes Risborough Town Council object to this application as it considers it to be an overdevelopment of the area.

21/06766/FUL

Address: 23 Clifford Road Princes Risborough Buckinghamshire HP27 0DU

Proposal: Householder application for construction of single storey side extension

Cllr A Ball proposed No Comment
Seconded by Cllr J Biss
Resolved: No Comment

21/067484/CTREE

Address: Tesco Stores Longwick Road Princes Risborough Buckinghamshire HP27 9TS
Proposal: Remove all shrubs and vegetation from the black railing leaving a clear gap between the two. All shrubs around the outside perimeter will but be reduced to 600mm in height. All trees in this section will be crown lifted to 3m and branches pruned back (15)
Cllr A Ball proposed that the Town Council abide by the decision of the Arboriculturalist
Seconded by Cllr J Coombs
Resolved: The Town Council will abide by the decision of the Arboriculturalist

21/06622/FUL

Address: 16 Lime Road Princes Risborough Buckinghamshire HP27 0BL
Proposal: Householder application for construction of lean-to gazebo
Cllr A Ball proposed No Comment
Seconded by J Coombs
Resolved: No Comment

21/06768/FUL

Address: Bell Cottage Bell Street Princes Risborough Buckinghamshire HP27 0AD
Proposal: Erection of a two storey dwelling to the side with associated bin/bicycle storage
Cllr A Ball proposed No Comment
Seconded by Cllr J Coombs
Resolved: No Comment

21/06824/FUL

Address: 22 Hawthorn Road Princes Risborough Buckinghamshire HP27 0BT
Proposal: Householder application for construction of single storey garden office to front
Cllr A Ball proposed No Comment
Seconded by Cllr J Biss
Resolved: No Comment

12.MEMORIAL BENCH

A memorial bench that was approved in February 2021 has been received from the manufacturer.
Cllr G Hall proposed that the office approach Red Kite for permission to install the bench on their land on Wycombe Road.
Seconded by Cllr J Coombs.
All present agreed that the office approach Red Kite for permission to install the bench on their land on Wycombe Road
JM

13.FENCE AT ST DUNSTAN'S PARK

Cllr A Turner had reported to the office that there were a few fence panels that needed replacing on the boundary of St Dunstan's Park
All present agreed for the Team leader to investigate and for the office to obtain quotations for the replacement of the damaged fence panels at St Dunstan's Park.
JM

14. SPEED WATCH

The local police have asked if the council would set up a working group to help organise speed watch sessions in the local community.
All present agreed for Cllr A Frost to contact the Police as the Town Council's representative for the initiative.
AF

15. THURSDAY MARKET

Hempton Field Care Homes
A request for a pitch at the Thursday market in July has been received
Cllr A Frost proposed **to agree to a pitch at the Thursday Market in July.**
Seconded by Cllr S Marshall
Resolved: To agree to a pitch at the Thursday Market in July.

Clothes trader

A request for a pitch at the Thursday market in has been received
Cllr C Campbell proposed to **agree** to a pitch at the Thursday Market
Seconded by Cllr S Coombs

Resolved: To agree to a pitch at the Thursday market.

JM

16. TOWN COUNCIL MEETING DATES

Cllr A Ball proposed that the full Town Council meets bi-monthly on the following dates

27 July 2021

28 September 2021

30 November 2021

25 January 2022

29 March 2022

Seconded by Cllr G Hall

Resolved: That the full Town Council meets bi-monthly on the dates listed above

JM

17. ENVIRONMENT AND CLIMATE CHANGE WORKING GROUP

Cllr S Marshall proposed to set up a working group to research best practice to address climate change and biodiversity and provide a wide-ranging risk and opportunity assessment for both the council and the town as a whole, covering both mitigation and adaptation issues.

Seconded by Cllr J Rampin

Resolved: to set up an Environmental and Climate Change working group comprised of Cllrs C Campbell, A Shipley, I Parkinson, S Marshall, A Ball.
CC/AS/IP/SM/AB

18. AGENDA ITEMS FOR NEXT MEETING

To receive a report on the Zipp trial at the July meeting from Buckinghamshire Council

19. 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: -

- a) To discuss and decide on the quotations for the signage for the Brushwood Suite
- b) To discuss staff matters
- c) To discuss and decide on cleaning contracts for the Brushwood Suite
- d) To discuss and decide on the installation of intruder alarms for the Wades Centre
- e) To approve the tenants lease for the cafe

Cllr J Coombs 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 G Hall

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.

- a) Signage for the Brushwood Suite
The Clerk presented 3 quotations.
 - 1. £ 1,900.00 + vat
 - 2. £ 1,196.00 + vat
 - 3. £ 1,799 + vat

Cllr I Parkinson requested that this item is deferred as he has not read the quotations. The Deputy Clerk explained that the decision to install signage and the design of the signage, had been agreed by the previous council and that this agenda item was only to choose which contractor to appoint to supply and install the signage. The specification for the work was the same for all three quotations. Cllr Parkinson took no further part in the discussion or vote.

Cllr G Hall proposed to approve quotation 1

Seconded by Cllr C Campbell

Resolved: To approve quotation 1

CH

b) Staff Matters

To approve the advert for the Events & Communications Assistant

Cllr C Campbell proposed

Seconded by Cllr S Coombs

Resolved: To approve the advert for the Events & Communications Assistant

KP

To appoint a maintenance Team Operative

All present agreed the preferred candidates for the Maintenance Team.

Cllr C Campbell proposed to appoint the preferred candidates for the Maintenance Team

Seconded by Cllr S Coombs

Resolved: to appoint the preferred candidates for the Maintenance Team

SB

It was further agreed that the second candidate be offered a fixed term contract for 3 months.

Cllr A Ball proposed

Seconded by Cllr G Hall

Resolved: that the second candidate be offered a fixed term contract for 3 months

SB

Manager for the Wades Centre

The Clerk explained that the Admin & H/R Committee had not been able to secure a suitable candidate and that further advertising had taken place.

Cllr A Ball proposed that a recruitment company be instructed to assist with the recruitment of a suitable candidate up to an agreed cost.

Seconded by Cllr J Coombs

Resolved: that a recruitment company be instructed to assist with the recruitment of a suitable candidate up to an agreed cost.

SB

OHA

Previously the welfare of a member of staff who has been struggling physically with their role has been discussed. It was agreed that it would be helpful to understand more about the medical condition and how to support them with this and therefore would like the member of staff to be assessed by an Occupational Health Consultant. The Town Council HR consultants have advised that it would need to be a double appointment.

Cllr G Hall proposed to approve the cost of a double appointment

Seconded by Cllr A Shipley

Resolved: to approve the cost of a double appointment

SB

c) Cleaning contracts for the Brushwood Suite

The Clerk presented 3 quotations

1. £17.50 per hour + VAT; £24.50 + VAT if overnight

2. £15.00 per person per hour + VAT; £15.50 per person per hour including products

3. £265.00 in VAT

Cllr C Campbell proposed to accept quotation 1

Seconded by Cllr G Hall

Resolved: to accept quotation 1

CH

d) Intruder alarms at the Wades Centre

The Clerk presented 3 quotations

1. £1,730.00 + VAT

2. £1,889.00 + VAT

3. £3,822.54 + VAT

Cllr J Rampin proposed to accept quotation 1

Seconded by Cllr J Coombs

Resolved: to accept quotation 1

CH

e) To approve the tenant's lease for the Café at Wades Centre

Solicitors have prepared a draft lease for the prospective tenants of the Café at the Wades Centre.

Cllrs J Rampin and A Frost expressed concerns about the strength of the lease and the suitability of the tenants.

Cllr Ball explained that the tenants were chosen by the previous council on the recommendation of the Commercial Property Consultants and proceeded to read their letter of recommendation to the council.

Cllr G Hall requested that the meeting move to a recorded vote and proposed to approve the draft tenant's lease for the Café at the Wades Centre.

Seconded by Cllr A Ball.

A vote was taken on the proposal to approve the tenant's lease for the Café at the Wades Centre and the motion was carried by 5 votes to 4, with 2 abstentions.

Resolved: to approve the draft tenant's lease for the Café at the Wades Centre

SB

Cllr J Rampin requested that the office send appendices, that she will provide, to the solicitor for consideration, to strengthen the council’s position.

20. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 27th July 2021 at 7pm. The venue will be advised.

There being no further business to discuss the Meeting closed at 21.32.

Chairman..... Date.....