



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 27TH JULY 2021 AT THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH
AT 19.00 PM**

PRESENT

Cllr A Ball – Chairman

Cllrs J Coombs, S Coombs, A Turner, G Hall, J Biss, M Roberts, A Frost, A Shipley, I Parkinson, C Campbell, J Rampin

Susanne Barter–Clerk to the Town Council

Jayne Mylchreest – Administration Officer

Buckinghamshire Cllr M Walsh

11 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 S Marshall who was on holiday.

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 29TH JUNE 2021

Resolved: To agree and sign as a correct record the minutes of the Town Council meeting on the 29th June 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.

Cllrs A Turner and G Hall declared a non-pecuniary interest in Agenda item No 8 Planning Working Group as they are members of Buckinghamshire Council.

Cllr A Turner declared a non-pecuniary interest in Agenda item No 18 as he is a Trustee of the Princes Centre.

Cllr A Ball declared a pecuniary interest in Agenda item No 18 as a family member.

4. PUBLIC FORUM

The Crew Café attended the meeting to introduce themselves.

5. A REPORT FROM THAMES VALLEY POLICE

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

The NHPT have been busy this month attending the 11 junior schools in the area to carry out age-appropriate Police related presentations to the pupils.

These are fantastic positive engagement opportunities with the youngest members of our community that are often mentioned years later by those we meet. They particularly enjoy the blue lights and siren on the car.

Crime wise there was 1 theft from a car in Monks Risborough overnight on 16-17/7.

There have been no house burglaries.

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

Cllrs M Walsh and G Hall gave an update on the following: -

- Community Board
- Economic Regeneration
- Budgetary planning
- Road improvements
- Refuse collection

7. CORRESPONDENCE

An email has been received from Buckinghamshire Council (BC) regarding Play Around the Parishes

The Buckinghamshire Archives team would like to join in the Play Around the Parish session providing free information and activities on the 27th August 2021.

All present agreed to approve the request.

JM

An email has been received from Buckinghamshire Council (BC) regarding an All-Councils Charter

BC has invited the Town Council to sign the All-Councils Charter and commit to working together to promote the best interests of the residents and communities in Buckinghamshire.

All present agreed to defer this item to the next meeting in September to allow the members time to read the proposal.

ALL CLLRS

A letter has been received from a resident regarding Walsingham Hall

The resident is disappointed with the Town Council's response to his previous letter regarding the status of the building in which he was advised that his letter was sent to Buckinghamshire Council (BC) the relevant authority. The resident complains that he has not had a reply from BC.

All present agreed to reply that the resident's request falls under the remit of the Planning Officer and the Conservation Officer at BC. It was also **agreed** for Cllr A Turner, who is also a BC Councillor to progress a reply from BC.

JM/AT

A letter has been received from a resident regarding bank closures in the town

The resident suggests that Barclays Bank may be a suitable venue for a Bank Hub for a Community Access to Cash pilot scheme

All present agreed for the office to investigate the scheme further and to advise the resident.

CH

An email has been received regarding the grass and flower bed at the entrance to the town from Wycombe

The writer comments that the town centre grass and flowerbeds are magnificent as is the entrance to the town at Monks Risborough and has asked why is the grass neglected and the flower bed overgrown with poppies at the entrance to the town from Wycombe.

All present agreed to reply that the area had been set aside as a trial wild flowerbed. The trial had now finished and flower planting will take place shortly which will improve the appearance of the site.

JM

Cllrs A Turner and G Hall declared a non-pecuniary interest and took no further part in the discussion or vote.

8. APPROVAL OF WORKING GROUP RECOMMENDATIONS

Planning Working Group

21/06920/CTREE

Address: Bell House Crowbrook Road Askett Buckinghamshire HP27 9LS

Proposal: Re-pollard to historic wounds to 1 x Poplar (T1) and removal to ground level of 1 x Ash (T1)

The Planning Working Group has no comment for recommendation to the Town Council

Cllr J Coombs proposed to approve the recommendation.

Seconded by Cllr J Biss

Resolved: No Comment

21/06885/FUL

Address: 25 The Avenue Princes Risborough Buckinghamshire HP27 0HL

Proposal: Householder application for creation of dropped kerb

The Planning Working Group has no comment for recommendation to the Town Council

Cllr S Coombs proposed to approve the recommendation.

Seconded by Cllr C Campbell

Resolved: No Comment

21/06928/FUL

Address: 18 Dovecote Close Monks Risborough Buckinghamshire HP27 9JU

Proposal: Householder application for construction of single storey side extension, installation of 1 x rear box dormer, 2 x rear roof lights in connection with loft conversion

The Planning Working Group has no comment for recommendation to the Town Council

Cllr J Biss proposed to approve the recommendation.

Seconded by Cllr J Coombs

Resolved: No Comment

Town Working Group

Emails have been received regarding the Stratton Memorial Garden

Complaints have been received that the Gardens are not being tended to the usual high standard

All present agreed to reply that the situation has arisen due to staff shortages and sickness. Two new members of staff have just been recruited to resolve the issues and the Gardens will be a priority.

Cllr A Turner proposed to approve the reply.

Seconded by Cllr J Coombs

Resolved: To approve the reply.

JM

A request has been received to use the KGV park

A fairground trader requests the use of the KGV park for their fairground rides from the 28th July - 8th August 2021

All present agreed the following to recommend to the Town Council; to approve the request and charge a £250 license fee. This is subject to the receipt of current Public Liability Insurance and a deposit of £500.

Cllr A Turner proposed to approve the recommendation to approve the request.

Seconded by Cllr A Frost

Resolved: To approve the request and charge a £250 license fee. This is subject to the receipt of current Public Liability Insurance and a deposit of £500.

SB

A request has been received regarding a small mountain bike park

A resident has requested that the Town Council provide a small mountain bike park.

All present agreed for Cllr A Frost to liaise with the resident to identify a suitable location and detailed requirements and to report back to the next meeting of the Town Committee for recommendation to the Town Council.

Cllr S Coombs proposed to approve the proposal for recommendation to the Town Council.

Seconded by Cllr C Campbell

Resolved: Cllr A Frost to liaise with the resident to identify a suitable location and detailed requirements and to report back to the next meeting of the Town Committee for recommendation to the Town Council.

AF

Commercial Services Working Group

An email has been received from a Wades Centre hirer

The hirer would like to know when the Wades Centre is to reopen and if restrictions continue requests the use of the outside space at the park on Monday evenings from 7.30pm to 9.00pm.

All present agreed to approve the request for recommendation to the Town council.

Cllr I Parkinson proposed to approve the recommendation.

Seconded by Cllr A Shipley

Resolved: To approve the use of the outside space at the park on Monday evenings from 7.30pm to 9.00pm.

CH

A date to reopen the Main Hall, the Carrington Room, the Cherry Baker Room and the Committee Room at the Wades Centre.

All present agreed to recommend to the Town Council that the above rooms should reopen as soon as possible, once government restrictions are lifted.

Cllr I Parkinson proposed to approve the recommendation.

Seconded by Cllr C Campbell

Resolved: The above rooms should reopen as soon as possible, once government restrictions are lifted.

CH

Economic Regeneration Working Group

HIGH STREET

a) Cllr J Rampin proposed for the Chairman of the Economic Regeneration Committee to draft a letter to Buckinghamshire Council raising concerns regarding protecting retail premises in the High St for recommendation to the Town Council.

Seconded by Cllr A Shipley.

JR

All present agreed.

Cllr A Turner proposed to approve the recommendation to send the letter, which had previously been circulated to the members, with a minor amendment.

Seconded by Cllr A Shipley.

Resolved: To approve the recommendation to send letter, which had previously been circulated to the members, with a minor amendment.

JM

b) Cllr J Rampin proposed for the Chairman of the Economic Regeneration Committee to obtain costings to ascertain the ownership of the High St premises for recommendation to the Town Council.

Seconded by Cllr S Marshall.

All present agreed.

JR

Cllr I Parkinson proposed to approve the recommendation.

Seconded by Cllr C Campbell

Resolved: For the Chairman of the Economic Regeneration Committee to obtain costings to ascertain the ownership of the High St premises

JR

c) Cllr J Rampin proposed to establish a High Street Grants Working Group to investigate grants available for recommendation to the Town Council.

Seconded by Cllr J Biss.

All present agreed.

Cllr A Frost proposed to approve the recommendation.

Seconded by Cllr C Campbell

Resolved: To establish a High Street Grants Working Group to investigate grants available consisting of Cllrs J Rampin, A Frost and I Parkinson.

JR/AF/IP

9. COUNCIL COMMITTEES HELD

Planning Committee 4th May 2021 (draft)

Town Committee 4th May 2021 (draft)

Finance Committee 29th June 2021(draft)

Commercial Services Committee 9th February 2021 (draft)

Economic Regeneration Committee 20th April 2021 (draft)

Events/PR Committee 27th April 2021

Admin/HR Committee 16th July 2021 (draft)

Resolved: The Committee minutes listed above be received and noted.

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

10. GRANT APPLICATION

A grant application has been received from the Princes Risborough Centre Ltd for £ 125 for a group of clients to go litter picking in the community.

Cllr A Ball proposed to approve the grant

Seconded by Cllr J Coombs

Resolved: To approve a grant of £125 to the Princes Centre for a group of clients to go litter picking in the community.

JM

11. COMMITTEE MEETINGS HELD VIA ZOOM

Cllr A Ball proposed to return to face-to -face meetings for all committee meetings with effect from August 2021.

Seconded by Cllr M Roberts

Resolved: To return to face-to -face meetings for all committee meetings with effect from August 2021.

12. TOWN COUNCIL SURGERY

Cllr A Frost proposed for 2 Cllrs to hold a surgery once a month at a venue in Princes Risborough and for the Events/PR Committee to discuss and decide on the advertising strategy.

Seconded by Cllr a Turner

Resolved: For 2 Cllrs to hold a surgery once a month at a venue in Princes Risborough and for the Events/PR Committee to discuss and decide on the advertising strategy.

CLLRS/KP

13. ANTI-IDLING CAMPAIGN

Cllr C Campbell gave a presentation to the members and advised that 10 promotional signs have been given to the Town Council by Buckinghamshire Council to display around the town.

Cllr C Campbell proposed to display the signs in the town.

Seconded by Cllr A Frost.

Resolved: To display 10 Anti-Idling signs around the town.

CC/BH

14. ZERO TOLERANCE POLICY

Cllr A Turner proposed to approve the recommendation from the Admin/HR Committee to adopt the Zero-tolerance Policy.
Seconded by Cllr J Coombs.

Resolved: To adopt the Zero-tolerance Policy.

JM

15. CONSULTATION ON GRASS CUTTING

Cllr A Ball proposed to establish a Working Group to prepare a public consultation on grass cutting in the parish.
Seconded by Cllr A Frost.

Resolved: To establish a Grass Cutting Working Group to prepare a public consultation on grass cutting in the parish consisting of Cllrs A Ball, C Campbell, A Shipley and G Hall.

AB/CC/AS/GH

16. ZIPP E-SCOOTER TRIAL

A report from Buckinghamshire Council had been previously circulated to the members.

Noted.

17. AGENDA ITEMS FOR NEXT MEETING

To discuss and decide on the Buckinghamshire Council All Councils Charter

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: -

- a) To discuss and decide on additions to the Wades Centre café lease
- b) To discuss and decide on the preferred supplier and installer for the extraction unit at the Wades Centre Café
- c) To discuss and decide on the preferred supplier for the outdoor furniture at the Brushwood Suite
- d) To discuss staff matters

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 J Coombs.

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) Wades Centre Café Lease

Cllr A Ball proposed to approve the Lease, Lease side letter, License to Carry Out Works and the Rent Deposit Deed., that has previously been circulated to the members.

Seconded by Cllr A Turner.

Resolved: To approve the Lease, Lease side letter, License to Carry Out Works and the Rent Deposit Deed, that has previously been circulated to the members.

SB

b) Extraction Unit at the Wades Centre Cafe

The Clerk presented 3 quotations

- 1. £ 8,963.15 + vat
- 2. £ 10,886.00 + vat
- 3. £ 10,070.00 + vat

Cllr A Ball proposed to approve quotation No 3

Seconded by Cllr J Coombs

Resolved: To approve quotation No 3

KP

c) Outdoor furniture at the Brushwood Suite

The Clerk presented 3 quotations

- 4. £ 2,216.40 + vat
- 5. £ 1,511.70 + vat
- 6. £ 1,955.04 + vat

Cllr A Ball proposed to approve quotation No 5

Seconded by Cllr A Turner

Resolved: To approve quotation No 5

KP

Cllr A Ball declared a pecuniary interest and took no part in the discussion or vote.

d)Staff matters

Appointment of an Apprentice

Cllr A Turner proposed to approve the recommendation from the Admin/HR Committee to offer the apprenticeship to the preferred candidate to commence on the 2nd August 2021.

Seconded by Cllr J Biss

Resolved: To offer the apprenticeship to the preferred candidate to commence on the 2nd August 2021. SB

Wades Centre manager

Cllr A Ball proposed to approve the recommendation from the Admin/HR Committee to advertise for a part time events manager to manage just the Brushwood Suite with the management of the rest of the Wades Centre remaining in the office.

Seconded by Cllr A Turner

Resolved: To advertise for a part time events manager to manage just the Brushwood Suite with the management of the rest of the Wades Centre remaining in the office. SB

19. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 28th September 2021 at 7pm. to be held at The Princes Centre, Clifford Road, Princes Risborough.

There being no further business to discuss the Meeting closed at 20.46pm.

Chairman..... Date..... Page 46/21