



PRINCES RISBOROUGH TOWN COUNCIL

MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 6TH FEBRUARY 2024 AT 7.00PM AT THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH

PRESENT

Chair S Marshall, Cllrs A Ball, J Biss, S Coombs, A Cross, A Frost, A Shipley, A Turner

In attendance

Kirsty Pope- Deputy Clerk

Jayne Mylchreest – Administration Officer

Mark Roberts – Estates Manager

3 members of the public

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Clerk reported that no apologies had been received.

No apologies had been received from Cllr Hall.

2. MINUTES

To agree the minutes of the Town Committee meeting held on the 9th January 2024 be signed as a true record.

RESOLVED: To agree the amended minutes of the Town Committee meeting held on the 9th January 2024 be signed as a true record.

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and any relevant dispensations.

Cllrs Turner and Biss declared a non-pecuniary interest in Agenda item No 5 Equipment Loan Agreement as members of the organisation.

4. PUBLIC FORUM

A member of the public addressed the members regarding a request to hold a charity event at Wades Park to promote Drown Awareness Week.

5. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

A request to host a charity event at Wades Park has been received

A request has been received to hold a charity event at Wades Park on the 22nd June 2024 to promote Drown Awareness Week.

Cllr Marshall proposed to approve the request subject to a Risk Assessment and Public Liability Insurance.

Seconded by Cllr Biss.

All present agreed.

JM

A request to use the Earle Mitchell Park has been received

A request has been received to use the Earle Mitchell Park on the 21st April 2024 for refreshments for walkers taking part in a walking event.

Cllr Turner proposed to approve the request.

Seconded by Cllr Frost.

All present agreed.

JM

Cllrs Turner and Biss declared an interest and took no part in the discussion or vote.

An Equipment Loan Agreement request has been received.

A local charity has requested to borrow 20 chairs, 8 tables and 4 gazebos on the 7th July 2024.

Cllr Marshall proposed to approve the request.

Seconded by Cllr Rawsthorne.

All present agreed.

KP

6. REPORT FROM MARK ROBERTS ESTATES MANAGER

Please see the report attached. (Appendix 1)

7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

a) No high-priority areas are highlighted in the Town Risk Assessment Report.

The surfaces under the play equipment are in need of attention.

Cllr Turner requests that the Estates Manager contacts RoSPA (The Royal Society for the Prevention of Accidents) to check the suitable surfaces.

All present agreed.

MR

b) Speedwatch – Cllr Frost reported that the volunteer numbers are low at present due to holidays.

He is investigating 24-hour cameras that sends the information direct to the police and is liaising with other councils and trying to contact the Local Crime and Commissioner Matthew Barber.

8. A REPORT ON THE STRATTON MEMORIAL GARDEN INCLUDING A RISK ASSESSMENT REPORT

An application for a memorial plaque at the Stratton Memorial Garden has been received

An application for a memorial plaque at the Stratton Memorial Garden has been received.

Cllr Turner proposed to approve the application.

Seconded by Cllr Marshall.

Resolved: To approve the application.

JM

9. A REPORT ON THE PARKS, INCLUDING A RISK ASSESSMENT REPORT, AND A DECISION ON ACTIONS TO BE TAKEN.

Wades Park

There were no priority items in the Risk Assessment Report.

Nothing to report.

St Dunstan's Park

There were no priority items in the Risk Assessment Report.

Cllr Turner reported that the Dovecote roof is in urgent need of repair and the lighting conductors are damaged.

The Estates Manager is requested to source quotations for the repairs and investigate whether a temporary structure could put in place to protect the building.

All present agreed.

MR

Earle Mitchell Park

There were no priority items in the Risk Assessment Report.

Nothing to report.

King George V Park

There were no priority items in the Risk Assessment Report.

Nothing to report.

The Crescent Park.

There were no priority items in the Risk Assessment Report.

Nothing to report.

Kite Meadows

There were no priority items in the Risk Assessment Report.

Nothing to report.

10. A REPORT ON THE THURSDAY MARKET

Cllr Marshall reported that following the review that Cllrs Marshall and Cross carried out last year

she proposed that Cllr Cross would prepare an agenda item for the next meeting to investigate outsourcing the running of the market to a Co-operative.

Seconded by Cllr Cross.

A vote was taken with 5 votes for the motion, 2 votes against and 1 abstention.

Resolved: Cllr Cross to prepare an agenda item for the next meeting to investigate outsourcing the running of the market to a Co-operative. **AC**

11. TOWN PLANTING

Cllr Marshall proposed to invite the plant supplier to attend a Town Committee meeting to discuss future planting.

Seconded by Cllr Ball.

Resolved: To invite the plant supplier to attend a Town Committee meeting to discuss future planting. **KP**

12. FUTURE AGENDA ITEMS

To discuss and decide on whether to outsource the running of the Thursday Market to a Co-operative. (Cllr Cross)

To receive a report on the Dovecote repairs and decide on action to be taken

To receive a report on a playground equipment maintenance programme

13. DATE OF NEXT MEETING

The date of the next meeting of the Town Committee will be held on the 5th March 2024 at 7.00 pm and will be held at the Princes Centre, Princes Risborough, Buckinghamshire.

There being no further business the meeting closed at 8.04 pm.

Chairman..... Date **Page 06/24**

Appendix 1 Estate Managers report

The team have been working hard over the recent months to complete the project to move the bin stores from by Risborough Springs to the top of the access road to the Wades Centre. This work has now been completed and the bins are now in their new location, they are now being collected with no issues and Risborough Springs are happy as the fire hazard has now been removed from their building.

The work that was being completed to tidy the hedges and fence lines at Stopps Orchard has also been finished, the residents seem very happy with the work that has been done. I have to agree that now this looks great and will be something that we maintain each year moving forward.

The maintenance team have also been helping install signage for the new car park enforcement at Wades Park, it's early days but the early indications are that the disabled bays are being kept clear. We now have a process in place to report those who park without permits and fines will be issued.

We have been building towards the office move to the Wades Centre and have already started to move some equipment in preparation for the big move over two days later this week, the 7th and 8th of February. This will involve the whole team and hopefully the move will go smoothly.

I am working hard at the moment to ensure that our playgrounds are safe for all users and the annual risk assessment has highlighted a number of areas of concern with the surfaces. Also, the lack of equipment is becoming more apparent as quite a few pieces of play equipment have been removed and nothing has been replaced to date, I am aware that budgets are tight and I have held meetings with contractors to discuss our options.

The work at the Ragpit to reduce the weight in the top of an ash tree that had been concerning a resident has now been completed. I have inspected the work and it has all been done to a good standard, I also spoke to the resident and they feel much happier with the tree and I have assured them that it is safe, as reported by the tree surgeon. I would like to investigate clearing this area of some of the ivy and holly as it is becoming a bit overgrown, I will look into this over the coming weeks as I would like to encourage our local wildlife to use this lovely peaceful area.