

**PRINCES RISBOROUGH TOWN COUNCIL  
MINUTES OF A MEETING OF THE TOWN COMMITTEE  
HELD ON TUESDAY 3<sup>rd</sup> APRIL 2018 AT 7.00PM  
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

**PRESENT**

Chairman Cllr. J Coombs,  
Cllrs, N Davis, A Ball, J Roberts, M Walsh, and P Summerbell  
Clerk to the Town Council – Susanne Griffiths  
Kevin Locke – Maintenance Team Leader  
Deputy Clerk – Kirsty Pope  
No members of the public were in attendance.

**1. TO RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr A Turner who had a previous commitment, Cllr I Pearce who is away on holiday and I McLauchlan who had work commitments.

**2. MINUTES**

**RESOLVED:** To agree the minutes of the Town Committee meeting held on the 6<sup>th</sup> March 2018 be signed as a true record.

**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.

**4. MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING OF 6<sup>th</sup> MARCH 2018 NOT OTHERWISE ON THE AGENDA**

Cllr Davis updated the members on his thoughts with regards to the Town Committee purchasing a Silent Soldier which is placed in various locations in/around the town. The cost, including a PRTC logo is £250. It was agreed that this should be placed as an agenda item on the May Meeting.

Cllr Ball updated the members on his meeting with Cllr Walsh and representatives from Arriva Bus Company and confirmed that decisions made to the timetable were due to financial restraints. Arriva Bus Company agreed to send further details to the Town Council office.

Cllr Ball advised the members that the Shared Warden working group were yet to meet.

**5. REPORT FROM KEVIN LOCKE MAINTENANCE TEAM LEADER**

See appendix attached.

**6. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE**

An email has been received from a resident regarding a tour of the Market House to a local group

The resident has been approached by a group to give a tour of the Market House at a discounted rate.

The members discussed the request and agreed that the office should abide by the current policy and therefore a discounted rate would not be available, however it was suggested that the group joined the two planned open events during the Festival week.

**KP**

A letter has been received from a resident regarding her dog under attack in the local parks

The resident is concerned that her dog comes under attack from dogs that are not on leads in the local parks and requests that the Town Council take responsibility for owners that do not adhere to the "Keep Dogs on Leads" signs.

SLCC advise that this resident is advised that the District Council employs a dog warden so she should report any dog 'anti-social behaviour' to them. If she believes there is immediate danger of her being injured by a 'dangerous dog out of control' she needs to phone the police on 999 as this would be a criminal offence.

It would be unreasonable to expect the Town Council to employ someone 24/7 to enforce the dog signage. The office is requested to respond to the resident with the above advice.

**KP**

A email has been received from a resident regarding a complaint on the recent stream cleaning exercise in Wades Park

The comments relating to the stickleback were noted, however as the Council is the riparian owner of the stream with Red Kite, it has a duty to maintain the stream and in partnership with Red Kite, to ensure an unobstructed flow is maintained to avoid flooding.

**7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT**

No high priority areas highlighted

#### **8. A REPORT FROM THE LIGHTING WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT**

There were no priority items in the Risk Assessment Report.

A review of the street lighting maintenance charges has been received from the contractor.

They have asked if the lanterns are to be replaced with LED lanterns any time soon as they are looking to undertake the 3 yearly clean and change.

They also advise that it appears that the electrical inspection and testing hasn't been carried out for over 6 years for highway furniture and wish to be advised if the lamps are to be replaced during the routine cleaning which is due for issuing.

**Resolved: Not to commit to a new contract at this stage due to the on-going work with the LED lantern project.** JM

#### **9. A REPORT FROM THE STRATTON MEMORIAL GARDEN WORKING GROUP, INCLUDING RISK ASSESSMENT**

Cllr Walsh expressed his concerns with the two new trees that were recently planted. Kevin advised that one unfortunately has died, however the 2<sup>nd</sup> tree will recover. All agreed for the office to make arrangements for the dead tree to be replaced.

#### **10. A REPORT FROM THE PARKS WORKING GROUP, INCLUDING RISK ASSESSMENT REPORT, AND DECISION ON ACTIONS TO BE TAKEN.**

##### **Wades Park**

There were no priority items in the Risk Assessment Report

The office to make arrangements for two trees to be replaced as unfortunately they have died.

KP

##### **St Dunstan's Park**

There were no priority items in the Risk Assessment Report.

An email has been received from a resident regarding the entrance to St Dunstan's Park

The resident is concerned regarding the state of the entrance to the park that is flooded. The office confirmed that quotes will now be sourced to resolve this issue.

KP

##### **The Crescent Park**

There was one Category 2 item in the Risk Assessment Report.

There is inappropriate graffiti on a picnic bench. The Maintenance Team will make arrangements for this to be removed.

KL

##### **Earle Mitchell Park**

There were no priority items in the Risk Assessment Report.

##### **King George V Park**

There were no priority items in the Risk Assessment Report.

#### **11. A REPORT ON THE THURSDAY MARKET AND DECIDE ON ACTIONS TO BE TAKEN**

An invoice has been received from NABMA for the annual subscription fee 2018/19 at £ 318.00 +vat

Resolved: to cancel this subscription.

#### **12. HOLDING A BEACON LIGHTING CEREMONY MARKING THE CENTENARY OF THE GREAT WAR ARMISTICE**

Cllr N Davis proposed that a beacon lighting event is organised to be held on Sunday November the 11<sup>th</sup> at 7pm at a cost of £ 360.00 + vat.

**Resolved: the members agreed in principal to the ideal and for Cllr Davis to manage the project.** ND

#### **13. UPDATE ON THE PARTICIPATING IN THE RIBBONS OF POPPIES PROJECT WORKING GROUP**

Cllr Davis updated the members on the project and advised that unfortunately the project was cancelled due to a change in requirements. The members discussed the project and it was agreed that the areas should be heavily scarified, prior to the seeds being scattered. The agreed areas being the gate area by the KGV entrance along the Aylesbury Road and the strip of land behind the flowerbed in Mill Lane.

ND/KL

#### **14. AGENDA ITEMS FOR NEXT MEETING.**

- a) To discuss & decide on purchasing a Silent Soldier Cllr Davis

#### **15. DATE OF NEXT MEETING**

The date of the next meeting of the Committee is to be on 1<sup>st</sup> May 2018 at 7 pm and will be held at the Princes Centre, Clifford Road, Princes Risborough.

There being no further business the meeting closed at 7.50pm.

**Maintenance Report  
Tuesday 3rd April 2018**

It has been a challenging month weather wise for the maintenance team with adverse weather putting a hold on grass cutting. Weather permitting we hope to get cutting under way in the coming week.

The past month we have concentrated on completing repairs and painting to the bus shelters. We have also completed a program of moss removal to the paths at the SMG, although some is still present on the roadway.

The flowers in the town beds are now coming to life after the cold spell and we have been out weeding and giving them a general tidy up.

Recently I met up with regard to some of the trees in the SMG, three of which unfortunately will need replacing. He gave some advice on the pruning and maintenance of the trees including removing the stakes from the older established trees and maintaining a good bed of bark round the bases to retain moisture. This work has been carried out and at present all the existing trees look to be healthy. We have also redressed and seeded many of the grave plots over the past couple of weeks.

The maintenance team recently assisted in the Easter egg trees.

We have carried out some weeding and general maintenance around the community centre over the Easter weekend.

Today we have carried out work to the stream down at Wades Park removing a lot of silt and minor widening where the build-up of silt and vegetation had restricted the flow. This has increased the flow quite dramatically and I am sure will benefit the appearance over the coming months.

***Kevin Locke – MT Leader***