

**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 6th MARCH 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, G Hall, D Knights, I Pearce, P Summerbell and A Turner
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 I McLauchlan who had work commitments.

2. MINUTES

RESOLVED: To agree the minutes of the Town Committee meeting held on the 6th February 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 6th FEBRUARY 2018 NOT OTHERWISE ON THE AGENDA

Projects for Historic S106 Agreement Funds Held By WDC

WDC has confirmed that the monies cannot be used to improve a community building.

Cllr Turner asked for the office to forward the email to him in order for him to address this with issue with WDC, in the meantime the office is requested to agenda this for the March Town Council meeting. **AT/JM**

5. REPORT FROM KEVIN LOCKE MAINTENANCE TEAM LEADER

It has been a very busy month for the Maintenance Team carryout many jobs ahead of the forthcoming grass cutting season. Some of the jobs include: - Installation of Benches at Lacey Green, renovation of metal benches at Lacey Green, ivy clearance of trees around the town, clearing of vegetation and ivy from trees and cutting back of trees at Wades Park, maintenance of flowerbeds, clearance and chipping of waste material at SMG, cutting back of plants and shrubs at SMG, barking beds at SMG, redecoration of Maintenance Restroom and council offices during last week's bad weather.

Kevin asked if the office would be able to send a letter to the exclusive right of burial holders to remind them of the rules & regulations with dressing of the graves.

Cllr Turner suggested that in order to continue with making improvements to the flow of the stream at Wades, a mini digger is hired to remove the silt that has built up. Cllr Hall suggested contacting Red Kite to see if they would be prepared to work with us on this maintenance issue. The office is requested to progress this work. **KP**

Cllr Walsh would like to inspect the two vehicles prior to the next Town meeting. **KL**

Kevin confirmed that the painting of the bus shelters should be completed in the next 2 weeks. **KL**

6. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received from a resident that would like to become a volunteer

The resident would like to find out more about being involved with the Town Council

The members were unable to suggest a suitable project but suggested that any help with light weeding in the SMG is always welcome. It was also suggested to give the resident contact details for Monks Risborough Horticultural Society or to ask the resident if they might be able to suggest a possible project. **KP**

An email has been received regarding the Arriva bus service timetable changes

There are concerns that the last bus from Princes Risborough to High Wycombe is now 9.25pm instead of 11.25pm and the Aylesbury bus finishes at Market Square at 10.25pm.

The office is requested to arrange a meeting with Arriva Bus Company. Cllrs Walsh/Ball both agreed to represent the Council. **KP**

An email has been received regarding the Silent Soldier Campaign across Buckinghamshire

The Lieutenancy Office is working with the Royal British Legion and other organisations on commemorative events that will bring an end to the 100th Anniversary of World War One. The Town Council is requested to donate and display the Silent Soldier in the Parish.

Cllr Turner advised the members that he will liaise directly with the RBL on this campaign. **AT**

An email has been received from a resident regarding dog fouling

The resident is concerned about dog fouling in the area and on the High Street and the field at the end of Salisbury Close. Requests that the CCTV is used to name and shame irresponsible dog owners.

The members agreed to cover this issue again in the next issue of Crosstalk and to look at setting up a working group to ascertain the viability of a shared warden for the Town.

7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

Cllr Turner reported that 3 drains in Courtmoor Close have sunk. The office to report to Highways. **JM**

Cllr Knights reported that there is an issue again with the George & Dragon watering the hanging baskets over the benches in the High Street. Cllr Walsh agreed to speak to the George & Dragon. **MW**

Cllr Ball raised his concern with the presence of the homeless person sleeping under the Market House, Cllr Knights agreed to contact Wycombe Homeless Connection to see if they could assist. **DK**

A number of cans have been placed on trees along Kop Hill, Cllr Knights agreed to report this to WDC Waste Team. **DK**

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

There were no priority items in the Risk Assessment Report.

Cllr Hall gave the members an update on the LED lighting project. Cllr Hall confirmed that the trial lights installed in Ash Road have not been particularly successful and the light coverage is not sufficient, however the lights being trialed in Manor Park Avenue seem to meet the required standards. Cllr Hall therefore proposed that this same spec is used as a trial in Eastfield Road, approx. 6 lights by house numbers 1 to 37, each light cost £179 fitted.

All present agreed to the lighting trial along Eastfield Road.

JM/GH

Cllr Walsh advised the members that BCC is in the process of changing 16,000 lights county wide and the county model now is to "dim down" as part of a 4 phase process, which the Town Council should also follow.

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

Numerous plots at the Stratton Memorial Garden are in breach of the rules and regulations. The regulations state that "**No dressing of the graves** is permitted. This includes scarves, ribbons, soft toys, garden ornaments, tinsel etc. The Council will only allow the placing of small mementoes where this involves children, with the prior consent of the Council".

The members agreed for the office to send out a letter to the ERB holders. **JM**

A memorial application has been received that is outside of the regulations

A memorial application has been received for a red granite stone with gold font which is outside of the regulations. The members agreed to approve this request. **JM**

It was agreed for the working group to look at the regulations to reflect any changes to memorials and to make a recommendation to the members at the Town Council meeting. **SG/AT/IM**

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

There are several fence panels that have been damaged at St Dunstan's.

The members asked the office to look at quotes to replace the wooden posts with concrete posts and feather board/close board fencing. **KP**

Cllr Turner raised his concerns with the increase level of dog fouling and suggest that the signage in the parks should be revised and improved, in addition Cllr Turner has been approached by a resident who has offered to pull a group of volunteers together to police dog fouling and to issue leaflets. The members agreed to discuss this under agenda item no. 12.

Wades Park

There were no priority items in the Risk Assessment Report

St Dunstan's Park

There were no priority items in the Risk Assessment Report.

The Crescent Park

There were no priority items in the Risk Assessment Report.

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

A meeting was held with the Market Traders to discuss various issues.

Cllr Walsh updated the members on the meeting held with the Market Traders. A list of action points were raised and the relevant actions taken. Overall it was a very positive meeting and one that the traders were happy to be involved with. Cllr Knights suggested a trip to Waddesdon Manor to review their market stalls.

The working group agreed to report back at the next meeting with ideas for incentives for new traders. **SG/MW/AT/IP**

An email has been received from a market trader who was advised that a pitch would not be available due to unpaid invoices and non-attendance at the Market.

The members agreed to terminate the contract of this trader.

JM

An email has been received from a trader who requests a regular pitch that sells street food

The members agreed to offer a pitch based on a 4-week trial.

JM

A formal contract for Country Markets

The members agreed for the working group to meet with a representation from the Country Market and report back at next meeting.

AT/MW/IP/SG

A request has been received from a trader to attend the Thursday Market

The trader would like to attend the weekly market as a stallholder selling pet food, wild bird food, local produce etc. The members agreed to this request.

JM

12. INVESTIGATING THE IDEA OF A SHARED WARDEN

Cllr Hall expressed his views on the need for a shared warden within the town to help manage and police the issues relating to the dog fouling. It was agreed to set up a working group to look review this idea. The following members agreed to be part of this group, **Cllrs Hall/Walsh/Ball and Turner.**

13. DATES FOR THE FREE PARKING DAYS FOR 2018

The Town Committee agreed on the following dates as a recommendation to the Town Council, Saturday 7th July, Saturday 8th December and Saturday 15th December. It was agreed and requested for the office to obtain a quote from WDC for free parking in the two car parks for Saturday 1st & Saturday 22nd December.

KP

14. AGENDA ITEMS FOR NEXT MEETING.

TBA

15. TO PASS A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION (12) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO DISCUSS A LEGAL MATTER

Cllr Walsh proposed to pass a resolution to exclude the public and press in accordance with section (12) of the public bodies (admission to meetings) act 1960. **All present agreed.**

16. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 3rd April 2018 at 7.15 pm and will be held at the Princes Centre, Clifford Road, Princes Risborough.

There being no further business the meeting closed at 8.30pm.

Chairman.....

Date

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