

**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE TOWN COMMITTEE
HELD ON TUESDAY 2ND OCTOBER 2018 AT 7.00PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Chairman - Cllr M Walsh

Cllrs, N Davis, L Byrne, A Turner, I Pearce, D Knights, I McLauchlan, J Roberts and P Summerbell

In attendance

Clerk to the Town Council – Susanne Griffiths

Deputy Clerk to the Town Council – Kirsty Pope

Miles Watson-Smyth – Windowflowers

No members of the public were in attendance.

Cllr M Walsh was elected Chairman in the absence of the Chairman (Cllr Coombs) & Vice Chairman (Cllr Hall).

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllrs J Coombs who was on holiday and Cllr A Ball & Cllr Hall who have work commitments.

RESOLVED: To receive and note the following apologies from Councillors Coombs, Hall and Ball

2. MINUTES

RESOLVED: To agree the minutes of the Town Committee meeting held on the 4th September 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.

None were declared.

4. PARISH MAINTENANCE

A report was received from the the Maintenance Team Leader and comments noted. (Appendix 1)

5. A PRESENTATION FROM WINDOWFLOWERS

Miles updated the members on the planting program to date and the work carried out in the Town over the previous year. The following actions were agreed: to check on the health of the Taxus plants as there is some browning and maybe they need some attention. The summer flowers are due to be removed this week and the winter plants, which should be a mass of colour will be planted at the end of October. Miles agreed to send costs for tiered planters and suggested a bee hive design. It was agreed to look at possible ideas for a display by the Market House or temporary displays to coincide with Town events. Summer planting quote should include the hanging baskets & saddlebags for 2019 and to consider a slightly larger basket. Staff from WindowFlowers would be prepared to meet with our Maintenance Team to audit the planting and to provide training on managing the flowers during the summer season.

6. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received from Risborough Rangers Junior Football Club regarding the storage facility in Wades Park
The goals used by RRJFC are not being put away and left outside as the storage facility cannot accommodate them.

All present agreed for a meeting to take place with a representative of RRJFC to discuss the issues on the 19th October 2018.

MW//KP/KL

An email from Slimming World regarding a banner on the fence along Wades Park

All present agreed to refuse this request as the council do not permit commercial advertising. **KP**

7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

No high priority areas highlighted.

The maintenance team are requested to replace the broken hook on the Sparky memorial by the library and to repaint the memorial before for the 11/11.

Locations for the Silent Soldier agreed as follows; Wycombe Road by the Princes Risborough swing sign 3rd Oct – 15th, 16th – 29th Oct Monks Risborough layby, 30th – 4th Nov Monks Risborough Primary School, 5th – 11th Duke Street Garden. In addition, it was agreed that during the changeover, Cllr Davis would meet with the Maintenance Team at the weekend to organise a photo on Whiteleaf Cross.

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

Cllr M Walsh reported that there was a 8-12 week lead time for the installation of LED lights.

There were no priority items in the Risk Assessment Report.

A quotation has been received for a new connection of Column No 13 Chestnut Road

The quotation from UK Power Networks has been received at £ 1.541 + vat

Cllr Turner proposed to accept this quote. Seconded by Cllr Walsh.

Resolved: To accept the above quote and proceed with the repair. **JM**

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A quotation has been received for a new connection and cost of road closures of Column No 16 Lime Road

The quotation from UK Power Networks has been received at £ 5,044 + vat

Cllr Walsh proposed to recommend this quotation to the full Town Council.

Seconded by Cllr Turner

Resolved: A recommendation to the Town Council to approve the quotation for the repair of column no. 16. JM

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

An email has been received regarding a Pear tree in SMG

A resident has concerns regarding the condition of the tree as it is close to their property.

It was agreed at the last meeting to instruct the District Arboriculturalist to conduct a review. A response has been received stating that no problems had been identified on the last tree survey report and a recent visual inspection confirmed this is still the case. **All present agreed** to monitor the tree and include it in the next survey. **KP**

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.

St Dunstan's Park

There were no priority items in the Risk Assessment Report. The office is requested to obtain a quote for estimates for replacing the remaining fence panels. **KP**

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.

In view of the recent arson issue in the youth shelter, the office is requested to ask the Police if they are able to obtain any CCTV footage around the time the Fire Service was called out. **KP**

To ensure best value for the quarterly Play Area Inspections, quotations were sought from other suppliers for 2018/19.

Cllr Walsh proposed to accept the quotation from the current Play Area Inspection provider.

Seconded by Cllr Turner

Resolved: to accept the quotation from the current Play Area Inspection provider for 2018/19. **KP**

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

Cllr Walsh advised the members that the working group will be looking at ideas for incentives to encourage new traders.

12. ACTION TO BE TAKEN CONCERNING THE MARKET HOUSE CLOCK

A quotation has been received at £2760.00 for an auto-wind system.

Cllr Walsh proposed to recommend this quote to the full Town Council. Seconded by Cllr A Turner.

Resolved: A recommendation to the Town Council to approve the quotation for an auto-wind system. JM

13. AGENDA ITEMS FOR NEXT MEETING.

To prepare the Estimates budget for the Town Committee for 2019/2020.

To discuss and decide on the replacement light in Church Street.

To consider additional CCTV requirements in the Town (G Hall)

14. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 6th November 2018 at 7pm and will be held at the Princes Centre, Clifford Road, Princes Risborough.

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

Maintenance Report Tuesday 2nd October 2018 - Appendix 1

Works carried out by the Maintenance Team in the past month:

Devolved service cuts in;
Princes Risborough
Longwick
Bledlow and saunderton

Contracted cuts at Lacey Green Garden of Rest and playing field and Longwick playing field.

Weekly maintenance of town grass and flowers.

Graffiti removal and painting of the wades storage shed.

Repairs to the Lightning conductor strip at the Dovecote.

Assisting with barriers and gazebos for Kop hill Climb and also the Outdoor Cinema Event.

Removal of Festival bunting in the town.

Tidying and cut back of plant borders and hedges at Stopps Orchard.

Moss removal from roadway at the SMG in preparation for laying shingle, and cutting of Wild Flower Meadow in preparation for the Beacon Lighting Event.

Siding out of footpath at mill lane.