



PRINCES RISBOROUGH TOWN COUNCIL



MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 8th JANUARY 2019 AT 7.00PM IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.

PRESENT

Chairman - Cllr J Coombs

Cllrs, N Davis, L Byrne, J Roberts, M Walsh, A Ball, I Pearce and P Summerbell

In attendance

Clerk to the Town Council – Susanne Griffiths

Deputy Clerk to the Town Council – Kirsty Pope

No members of the public were in attendance.

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllr I McLauchlan who had work commitments and Cllr A Turner, Cllr Hall and Cllr D Knights who have a previous commitment,

RESOLVED: To receive and note the apologies from Cllrs McLauchlan, Knights, Hall and Turner.

2. MINUTES

RESOLVED: To agree the minutes of the Town Committee meeting held on the 4th December 2018 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. None were declared.

4. PUBLIC FORUM

No members of the public were in attendance.

5. PARISH MAINTENANCE

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

6. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received from a local school regarding their Community Action morning

The school request that the Town Council support their Action Community morning on the 22nd January 2019 to develop a green Living Plan for their community.

Cllr Davis confirmed that he would like to attend this event. Cllr Roberts confirmed that she would be available should Cllr Davis not be able to attend.

ND

7. COMMITTEE BUDGET

The Committee received a detailed income and expenditure budget update.

Resolved: that spending in respect of the 2018/19 budget be noted.

8. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

No high priority areas highlighted.

The office is requested to report to BCC the state of the pavement near Elm Road/New Road

KP

The office is requested to report the state of the road by the junction of Station Road with Picts Lane

KP

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

Cllr Walsh advised the members that the installation of the new LED lights will start in February and the office will also be looking at ways to communicate all the environmental benefits of the change.

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

The Deputy Clerk updated the members on the completion date for the new turfing and the additional kerb stones for the full burial spaces. Not further action required at this stage.

11. 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.

Earle Mitchell Park

There were no priority items in the Risk Assessment Report.

Cllr Coombs proposed to approve the quotation from Collingsground Works for the concrete base for the new storage unit at £568.75, seconded by Cllr Walsh. All present agreed. The Deputy Clerk is requested to raise a purchase order. **KP**

King George V Park

There were no priority items in the Risk Assessment Report

Crescent Park.

Priority 1 on risk assessment relating to graffiti. Maintenance Team to resolve. **MT**

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

An email has been received requesting a stall

The Florence Nightingale Hospice Charity would like a stall to promote fundraising and to celebrate their 30th anniversary

Resolved: to agree to their request and for normal charges to be applied. The office is requested to send pitch details to the Charity. **JM**

To reduce pitch prices for Jan/Feb

Cllr Walsh proposed that fees for January are reduced by 50% and fees for February are reduced by 25%

Seconded by Cllr Pearce. All present agreed.

Resolved: The office is requested to make the pitch holders aware of this reduction. **JM**

13. STORAGE FACILITY

The Maintenance Team Leader highlighted an issue with the storage of the proposed new tractor as the original area is not big enough. Cllr Walsh proposed that a meeting is held to discuss possible solutions.

Resolved: for Cllrs Walsh & Coombs to meet with Kevin Locke (MT Leader) and to report back at the next meeting. **MW/JC**

14. FUTURE AGENDA ITEMS

To be confirmed.

15. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 5th February 2019 at 7pm and will be held at the Princes Centre, Clifford Road, Princes Risborough.

There being no further business the meeting closed at 7.30pm.

Chairman.....

Date

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Maintenance Report Tuesday 8th January 2019

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

- Cutting back of planting and tidying of borders at the Stratton memorial Garden.
- Painting of bus shelters
- Applying wood preserve to posts and noticeboard on duke street garden
- Graffiti removal
- Removal of fallen branches in parks
- Reinstallation of damaged bins.
- Leaf clearance in and around bus shelters
- Hedge cutting in SMG
- Ditch clearing at St Dunstan's
- Transferring of festival equipment to storage at the Earle Mitchell changing rooms.

The maintenance power tools and push mowers have been put into Briants of Longwick for winter service and I am currently in the process of obtaining service quotes for the Kubota ride on mower. In the week leading up to Christmas, Turney Ground force allowed us to demo a tractor and rear deck mower and have forwarded a quotation for the equipment demonstrated.

Finally, I would ask that the council give serious consideration to the issue of storage of the proposed new mowing equipment. We are only 10 – 12 weeks away from possibly recommencing grass cutting and the issue of storage needs addressing sooner rather than later. My suggestion would be along the lines of the garage in wades if any alternative storage is to be supplied to Risborough Rangers. This would be a better decision in the long term as opposed to renting a unit and would also allow for the storage of the Kubota ride on thus freeing up a container in the maintenance compound.

Thank you for your time. I am happy to answer any questions you may have.