



PRINCES RISBOROUGH TOWN COUNCIL



MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 5TH FEBRUARY 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, P Summerbell, A Turner, Hall and D Knights

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 I Pearce who had a previous commitment.

RESOLVED: To receive and note the apologies from Cllrs I McLauchlan and I Pearce.

2. MINUTES

RESOLVED: To agree the minutes of the Town Committee meeting held on the 8th January 2019 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 the Whiteleaf & Cadsden Residents Association regarding a logo for a notice board. The Whiteleaf & Cadsden Residents Association has sent a design for a notice board for the Town Council's approval. Cllr Knights proposed to accept the design, seconded by Cllr Turner. All present agreed.

The office is requested to advise the residents association.

KP

7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

No high priority areas highlighted.

The members requested that the office contact WDC with a request to replace the bin in Park Street and the one along Station Road/Wycombe Road. These are the old concrete bins and need replacing with the closed top version. The office is also requested to ask WDC to replace the bin under the Market House.

KP

The office is requested to report a pot hole along Station Road/Station Approach.

KP

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

Cllr Walsh made the members aware of a delay with the LED lighting project and the projected should be completed by the end of April.

Light number 126 Courtmoor Close is not working correctly. The office to report to the lighting contractor. JM

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

Cllr Turner proposed that the SMG Working Group meet with a view to discussing the planning of Phase II.

The office is requested to arrange the meeting.

AT/JC/AB/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 lightning strip is loose and needs repairing.

KP

Earle Mitchell Park

There were no priority items in the Risk Assessment Report.

An email has been received from a resident regarding the dog waste bins

The resident has concerns that the dog waste bins are full and are not been emptied often enough and does not want to use their household bin in the summer.

The office to reply that due to the recent inclement weather the collections were not made as expected. However, the public are encouraged to use the normal waste bins if the dog bins are full. The office is requested to source stickers that can be placed on the dog bins to advise residents of the above.

KP

King George V Park

There were no priority items in the Risk Assessment Report

Crescent 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) The fee for the NABMA subscription is £ 175 for 2018/2020.

Cllr Turner proposed that the subscription is renewed.

Seconded by Cllr Knights.

RESOLVED: for the office to renew the annual NABMA subscription.

SG

b) An email has been received from a Market Trader regarding removal of vehicles and goods

The Market Trader has concerns that a vehicle is not being removed by the stated time of 9.30am and that goods are being offered for sale that are not covered in a traders contract.

Cllr Turner proposed that a verbal warning is given to the trader and should the trader not comply then a final warning will be issued and the trader will be removed from the market. Seconded by Cllr Roberts. All present agreed.

The office is requested to send a reply to the Market Trader that reported the issue to confirm the above. KL/JM

12. STORAGE FACILITY

Cllr Walsh updated the members on a meeting of the working group to discuss a suitable location for a new tractor. Cllr Walsh proposed that a custom built container is purchased and located at the Maintenance Team depot. Seconded by Cllr Ball.

RESOLVED to recommend to Town Council to purchase a container to house the tractor at the Maintenance Team depot.

13. FUTURE AGENDA ITEMS

To be advised.

14. A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.

Cllr Tuber proposed to pass a resolution to exclude the public and press to discuss and decide on the preferred contractor to service the Kubota mower and discuss the details of a service contract. Seconded by Cllr Hall. **All present agreed.**

Resolved: in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information.

The Clerk presented 3 quotations to service the Kubota mower. Cllr Walsh proposed to accept quote no.1 seconded by Cllr Ball.

RESOLVED: to appoint ARC as the preferred contractor to service the Kubota mower

To discuss a contract

Cllr Walsh proposed that a working group is established to review and amend the proposed management plan as part of the service contract for the new open space in the Longwick Road development. Seconded by Cllr Davis.

All present agreed to review the plan and for the working group to consist of Cllrs Walsh/Ball & Coombs.

15. DATE OF NEXT MEETING

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

There being no further business the meeting closed at 7.45pm.

Maintenance Report Tuesday 5th February 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. (SMG)

Painting of Earle Mitchell changing rooms

Repair of the rotten exposed section of stable at SMG

Gravel removal from paths at SMG

Removal of fallen branches in parks

Removal of Ivy from boundary fence at the Crescent Park

Weeding of town planters

Installing of post and rail fencing at the SMG

Sometime between 25th January and the 31st of January there was an attempted break to the brick shed at the top of the Stratton memorial garden. The culprits failed to gain entry and the locking bars although suffering minor damage, are still in place. A resident of Longhide expressed a wish for the exit button for the gate to be moved near to the gate, but in light of the recent antisocial behaviour I would recommend we don't make entry after hours easier by moving the exit button which could be used just as easy to gain entry. I would like to propose to the council that the fences around the children's play areas at St Dunstan's and wades park are treated with wood preserve to prolong their life. And would ask what colour if any, the council had preference for.

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