



PRINCES RISBOROUGH TOWN COUNCIL



MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 2ND APRIL 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 and I Pearce

In attendance

Administration Officer – Jayne Mylchreest
Annabelle Denbury - Projects & Communications Officer
1 member of the Public

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllrs A Turner, D Knights and G Hall who had other meetings.

RESOLVED: To receive and note the apologies from Cllrs A Turner, D Knights and G Hall

2. MINUTES

RESOLVED: To agree the minutes of the Town Committee meeting held on the 5th March 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 wished to speak.

5. PARISH MAINTENANCE

Cllr M Walsh updated the members on the following:-

- Devolved Services grass cutting
- Grass cutting in the Parks
- Play areas
- Grass cutting in the Town
- Stratton Memorial Garden
- 39 High St
- 3 new Operatives have commenced employment

6. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

A further email has been received regarding fencing the play area at the KGV

The resident has previously requested that a fence be placed around the play area which was rejected by the Town Council. The resident has emailed again with the same request.

All present agreed to reply to the resident that the Town Council appreciates the residents concerns but the original decision not to fence the area would be upheld. **JM**

A request from the Princes Risborough Primary School has been received regarding borrowing the gazebos

The School request permission to borrow the Town Council's gazebos for their summer fair on Saturday the 13th July 2019.

RESOLVED: To approve the request from the Princes Risborough Primary School to borrow the gazebos on the 13th July 2019. **JM**

A request has been received from Bucks County Council regarding street light columns and electric vehicle charging points in Poppy Road

Bucks County Council is to install electric vehicle charging points and request access to some Town Council street lights in order to achieve this.

All present agreed for the office to ask for more information before making an informed decision. **JM**

7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

No high priority areas highlighted.

Cllr N Davis advised the members that he would speak to the Maintenance Team regarding mowing the grass around the poppy seed area. **ND**

Cllr M Walsh reported that a spike is protruding at St Dunstan's Park although this does not appear on the Risk Assessment. The Maintenance Team are requested to attend. **JM/KL**

Cllr A Ball reported that the handle on the first piece of Adult Fitness Equipment is missing. **JM**

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

Heritage Lanterns

Cllr Walsh updated the members regarding the preferred replacement column for No 122 Long Meadow

Cllr Walsh reported that the LED replacement is currently half way through with completion at the end of April.

The Contractor has advised that the replacement LED lanterns are not compatible with the existing concrete columns.

Cllr M Walsh proposed for the office to contact the energy supplier to advise that 50% of the lighting stock has been converted to LED lanterns. **All present agreed.** **JM**

Maintenance Contract

Cllr M Walsh proposed to terminate the existing monthly Street Lighting Maintenance Contract

Secoded by Cllr N Davis.

RESOLVED: To terminate the existing monthly Street Lighting Maintenance Contract **JM**

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

No actions.

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.

Earle Mitchell Park

There were no priority items in the Risk Assessment Report.

Earle Mitchell Changing Room

A quotation has been received to repair the vandalised changing room shutter at £599.99 + vat

Cllr M Walsh proposed to approve the quotation.

Secoded by Cllr N Davis.

RESOLVED: To approve the quotation at £599.99 + vat **JM**

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

An email has been received from a market trader regarding the gazebos

The trader has concerns regarding the gazebos provided when there are high winds and requests a meeting to discuss this and other issues.

RESOLVED: A meeting has been arranged for the 11th April 2019 for all the Market Traders and Cllrs M Walsh, J Coombs and A Denbury. **MW/JC/AD**

Refund of fee for the 7th March 2019 due to the weather conditions

Cllr J Coombs informed the members that the Severe Weather Policy was adhered to but proposed to refund the fees for the 7th March 2019 due to the weather conditions as a gesture of goodwill.

Secoded by Cllr J Roberts.

RESOLVED: To refund the fees for the 7th March 2019 **JM**

12. COMMITTEE BUDGET

The Committee received a detailed income and expenditure budget update.

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

13. FREE PARKING DAYS FOR THE YEAR 2019

Wycombe District Council has offered 3 free parking days for the year 2019.

Cllr M Walsh proposed to request the 6th July 2019, the 14th December 2019 and the 21st December 2019.

Seconded by Cllr J Roberts.

RESOLVED: To request the 6th July 2019, the 14th December 2019 and the 21st December 2019. JM

14. TREE CHARTER

The National Association of Local Councils (NALC) has partnered with the Woodland Trust, the National Union for Students (NUS) and the Tree Council to embed the ten principles of the Charter for Trees, Woods and People (the Tree Charter) within communities across the UK.

The call for a Tree Charter was initiated in 2015 by the Woodland Trust in response to the crisis facing trees and woods in the UK

NALC believes that local (town and parish) councils have a key part to play in protecting trees and woodland and believes they can do this by embedding the ten principles from the Tree Charter into their everyday practice. The Town Council is requested to show support for the Charter's principles by signing the Tree Charter.

Cllr N Davis proposed to establish a Working Group to include Cllrs L Byrne, N Davis and I Pearce and report back to the Town Council in May 2019. Seconded by Cllr J Roberts.

**RESOLVED: To establish a Tree Charter Working Group to include Cllrs L Byrne, N Davis and I Pearce
LB/ND/IP**

15. FUTURE AGENDA ITEMS

To be advised.

16. DATE OF NEXT MEETING

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

There being no further business the meeting closed at 7.40pm.

Chairman.....

Date