



PRINCES RISBOROUGH TOWN COUNCIL



MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 14TH MAY 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, P Summerbell, I Pearce, and D Knights

In attendance

Clerk – Susanne Griffiths

Administration Officer – Jayne Mylchreest

Cllr T Murali

No members of the Public

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllrs G Hall and A Turner who were on holiday and A Ball who was unable to attend.

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

2. MINUTES

RESOLVED: To agree the minutes of the Town Committee meeting held on the 2nd April 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 present.

5. PARISH MAINTENANCE

Kevin Locke Maintenance Team Leader presented the attached report (Appendix 1)

All present agreed to establish a Working Group to investigate the use of a sprinkler system for the Stratton Memorial Garden and report to the Town Council.

KL/JC/MW

6. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received from the Chilterns and South Bucks District Council regarding notice to close recycling centres
Notice has been given to decommission sites operated by the district council. Enhanced domestic waste collection services will continue to be publicised. The closure will come into effect on the 20th May 2019.

All present agreed to respond to WDC requesting them to improve the communication to the residents regarding the extra kerb and roadside recycling collections.

JM

An email has been received from Bucks County Council regarding using the sports facilities in Princes Risborough

Pitchbooking connect council sports facilities to the public in order to reduce inactivity in communities and would like to speak to the council about the council facilities

All present agreed to reply that all the Town Council facilities are fully utilised.

JM

The Department for Transport are to carry out a 12-hour two-way traffic survey as part of the annual link count program
The contractor appointed by the Dept. of Transport to carry out the traffic survey has informed the Town Council that they intend to install a temporary camera equipment to Lamp Column No 522 on New Road.

Noted.

An email has been received from the Risborough Environmental Group regarding Pyrtle Springs

The REG request the Town Council to remove large items of rubbish at Pyrtle Springs.

All present agreed that Cllr L Byrne would respond as the Town Council representative.

LB

Page 12/19

A Tree Survey Report 2019 has been received from Wycombe District Council

The Tree Report commissioned by The Town Council has been received. WDC has asked if the Town Council would like their contractors to carry out the all the work specified (including general management/non-risk related) at £10,005.60 or only the most urgent risk-related work highlighted in the report at £ 1,175.09. These costs do not include re-inspections or further investigations.

WDC also request if the Town Council would be interested in their Total Tree Management Service and would like to meet to discuss further.

All present agreed to invite WDC to attend the next Town Committee meeting.

JM

7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

No high priority areas highlighted.

It was reported that the St George's flag is in disrepair.

Cllr N Davis proposed to remove the flag and raise the Union Jack until a replacement St George's flag is purchased. Seconded by Cllr I Pearce.

Cllr D Knights counter proposed to leave the flag in situ until a replacement is purchased. Seconded by Cllr M Walsh. A vote was taken with 4 votes for the proposal and 4 against. Cllr J Coombs had the casting vote for the proposal therefore the motion was carried.

Resolved: To leave the St George's flag in situ until a replacement is purchased.

KP

Cllr L Byrne raised concerns regarding graffiti on Town Council property and in other areas of the town.

All present agreed for the Maintenance Team to schedule removing the graffiti for Town council owned property.

KP/KL

The office is requested to report to WDC that the litter bin at Park Street near the Butts needs replacing. **KP**

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

An email has been received from residents regarding the new LED lanterns

Two residents have requested that lamps be dimmed or directed away from their properties.

All present agreed to advise the residents that the issues relating to the installation of the new LED lanterns will be investigated with the contractor to find a solution once the project has been completed.

JM

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

A quotation has been received for tree works

The quotation is for £ 525 + vat to top out a conifer tree and clear the wood from site.

All present agreed to approve the quotation.

KP

An email has been received regarding works at the boundary to the Stratton Memorial Garden

A resident has advised that new fencing is to be erected at the boundary between their property and the Stratton Memorial Garden.

All present agreed to request more detailed information.

JM

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.

People for Places request permission to excavate Wades Park

Risborough Springs are extending their site and PFP request permission to excavate Wades Park to allow for drainage.

All present agreed in principle to approve the request on receipt of a £5000 bond to ensure the site is returned to its original state and £1000 administration fee.

KP

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.

King George V Park

There were no priority items in the Risk Assessment Report

A request to use the park for parking on the 22nd May 2019 has been received

A request has been received to use the KGV park for parking approximately 300 cars for the people attending a funeral in the town.

All present agreed to refuse permission.

KP

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 complaint from the traders has been received regarding parking issues.

Traders are complaining that a trader is setting up their stall before the parking restrictions come into force which affects all the pitch locations. A meeting was held with the trader concerned to discuss the issue.

Cllr M Walsh proposed to purchase 3 A boards to publicise the car parking restrictions at an estimated cost of £400, to be placed in the area on a Wednesday evening.

Seconded by Cllr J Coombs. All present agreed.

Resolved: To purchase 3 A boards to publicise the car parking restrictions at an estimated cost of £400. KP

12. RISBOROUGH ENVIRONMENTAL GROUP

Cllr L Byrne attended a meeting of the Group and updated the members of their recent activities.

Various requests have been made to the Town Council. Cllr L Byrne agreed to report back to the Group that the Town Council are unable to release the Maintenance Team to collect and dispose of rubbish that they have collected and to advise that they could apply for a minor grant towards funding their activities. Cllr M Walsh agreed to liaise with Bucks County Council regarding a permit for the Group to use their recycling centre.

MW/LB

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 D Knights proposed to pass a resolution to exclude the public and press to discuss and decide on the preferred contractor for the hire of a van mounted platform lift and fencing at the Stratton Memorial Garden Seconded by Cllr N Davis.

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.

Van mounted platform lift for painting street lighting columns

Quotation 1 £ 935.20 + vat

Quotation 2 £ 975.00 + vat

Quotation 3 unable to quote

Quotation 4 unable to quote

Cllr M Walsh proposed to approve quotation 1 at £935.20 + vat.

Seconded by Cllr D Knights.

Resolved: to approve quotation 1 at £935.20 + vat.

Fencing at the Stratton Memorial Garden

Quotation 1 £ 1100.00 + vat

Quotation 2 £ 1100.00 + vat

Quotation 3 £ 1360.00 + vat

Cllr M Walsh proposed to approve quotation 1 at £ 1100.00+ vat

Seconded by Cllr L Byrne.

Resolved: To approve quotation 1 at £1100.00 +vat

15. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 4th June 2019 at 7pm and will be held at the Princes Centre, Clifford Road, Princes Risborough.

There being no further business the meeting closed at 8.15 pm.