



PRINCES RISBOROUGH TOWN COUNCIL



MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 3rd SEPTEMBER 2019 AT 7.00PM IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.

PRESENT

Chairman -Cllr G Hall

Cllrs, N Davis, J Roberts, I Pearce, A Turner, L Byrne, D Knights, A Ball and M Walsh

In attendance

Clerk -Susanne Griffiths

Jayne Mylchreest – Administration Officer

No members of the Public

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllr J Coombs who was on holiday and T Murali and I McLauchlan, who had work commitments.

RESOLVED: To receive and note the apologies from Cllrs J Coombs, T Murali and I McLauchlan.

2. MINUTES RESOLVED: To agree the minutes of the Town Committee meeting held on the 6th August 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.

Cllr I Pearce declared an interest in Agenda item no 5(2) as a neighbouring landowner.

4. PUBLIC FORUM

A representative from Windowflowers attended to discuss planting and the future scheduling for the winter and summer bedding and planters.

5. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received regarding the intention to create a Community Garden at the Stratton Memorial Garden
A resident has concerns regarding the intention of creating a Community Garden at the Stratton Memorial Garden (SMG) and wishes to know how the decision was made and if a public consultation was held. The suggestion is that the KGV park or Wades Park would be more appropriate.

All present agreed to reply that the Town Council believes that the addition of a flowerbed does not detract from the SMG's original design and purpose and will enhance the mourners experience. A public consultation is not required.

JM

An email has been received from the Chilternsaonb organisation regarding a water survey

The organisation requests permission to carry out water surveys in September at various locations in the stream.

All present agreed to grant permission for access to site 18A.

JM

An email has been received regarding a memorial plaque at the Stratton Memorial Garden

A request has been received to place a second memorial (a plaque) on a full burial plot which is outside the rules and regulations of the Stratton Memorial Gardens.

Cllr A Ball proposed **to** reply that after careful consideration the request be declined as it is outside of the regulations and to suggest to re inscribe the existing wedge, as is normal practise.

Seconded by Cllr J Roberts.

All present agreed to reply that the request is declined as it is outside of the regulations and to suggest the memorial is added to the existing wedge as is normal practise

JM

6. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

No high priority areas highlighted on the Town Risk Assessment Report

Cars and vans are parking on the grass verge on New Road. The office is requested to prepare a letter to the residents for the Councilors to deliver.

KP

The office is requested to send a Hedge Cutting Notice to the property known as Enniskillen.

JM

The Maintenance Team is requested to cut the hedge at the Whitecross Hall

KP/KL

The office is requested to source quotations for repainting the lettering on the Monks Risborough war memorial.

KP

Quotation for the additional work required for the storage container for the tractor at £2,508.00 + vat

Cllr M Walsh proposed to approve the quotation.

Seconded by Cllr J Roberts

Resolved: To approve the quotation for the additional work required for the storage container for the tractor at £2,508.00 + vat

KP

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

A quotation for 3 side shields at £125 each + vat has been received to address residents' issues

Cllr M Walsh proposed to approve the quotation for 3 side shields at £125 each to address residents' issues

Seconded by Cllr D Knights. Cllr A Ball requested that it is noted in the minutes that he voted against the proposal.

Resolved: To approve the quotation for 3 side shields at £125 each to address residents' issues. JM

A quotation to replace Column No 122 at Long Meadow at £2,774.57 (cast iron column same as existing) has been received

Cllr M Walsh proposed to approve the quotation at £ 2,774.57 subject to the Long Meadow Residents Association approval. Seconded by Cllr A Ball.

All present agreed for Cllrs Walsh and Hall to meet with the Residents Association to discuss.

Resolved: To approve the quotation at £ 2,774.57 subject to the Long Meadow Residents Association approval.

MW/GH/JM

All present agreed for Cllr A Turner to draft a lighting Policy for the members consideration at the next Town Council meeting.

AT

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

The office is requested to obtain quotations for an autumn and spring weed and feed

KP

9. 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.

Risk inspection has highlighted that many of the smaller/medium size trees require attention. Quotations are being sought for this work to be done.

KP

The office is requested to write to the Head of Housing, Environment and Community to obtain costs for a court order to protect the parks.

SG

All present agreed for the Maintenance Team to build a grass mound between the Community Centre and the Risborough Springs.

KL

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.

All present agreed for the office to organise the hedge to be cut.

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.

10. MEMORIAL BENCH AND BIN DESTROYED BY FIRE

The memorial bench and bin on Dukes St gardens have been the subject of an arson attack and has had to be removed. The crime has been reported to the police and is being investigated. The office is requested to order a replacement bench and memorial and report the loss of the bin to Wycombe District Council. JM

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11. FUTURE AGENDA ITEMS

To prepare the Town Committee 2020/2021 budget for Estimates.

12. A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO DISCUSS AND DECIDE ON THE PREFERRED CONTRACTOR FOR TREE WORKS IDENTIFIED IN THE TREE SURVEY REPORT

Cllr M Walsh proposed to pass a resolution to exclude the public and press to discuss and decide on the preferred contractor for tree works identified in the tree survey report.

Seconded by Cllr A Turner. **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 office had requested three quotations to undertake the work identified in the tree survey but was still waiting for the third to arrive. **All present agreed** to defer this decision until all the quotations had arrived and an informed decision could be taken.

KP

13. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be on 1st October 2019 at 7pm and will be held at the Princes Centre, Clifford Road, Princes Risborough.

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

Chairman..... Date