



## PRINCES RISBOROUGH TOWN COUNCIL

### MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 3<sup>rd</sup> MARCH 2020 AT 7.00PM IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.

#### PRESENT

Chairman - Cllr J Coombs  
Cllrs M Walsh, A Turner, T Murali, L Byrne, I Pearce, N Davis, and A Ball

#### In attendance

Clerk – Susanne Griffiths  
Deputy Clerk- Kirsty Pope  
Administration Officer – Jayne Mylchreest  
Maintenance Team Leader – Rob Powell  
No members of the Public

#### 1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllr I McLauchlan who was working  
**RESOLVED:** To receive and note the apologies from Cllr I McLauchlan

**2. MINUTES RESOLVED:** To agree the minutes of the Town Committee meeting held on the 4<sup>th</sup> February 2020 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. REPORT FROM ROB POWELL MAINTENANCE TEAM LEADER

A report was presented by Rob Powell (Appendix 1)

#### 6. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received from a resident regarding Cycle Security Posts at the Community Centre  
The resident has concerns that the cycle security posts have not been replaced following the Risborough Springs extension works.

**All present agreed** to reply that the Town Council have been led to believe that the Risborough Springs posts have been relocated outside the main entrance and further posts will be installed as part of the Community Centre refurbishment and extension plans. **JM**

A request has been received for locations for the Chiltern Society volunteers to work on

**All present agreed** to suggest the Stratton Memorial Community Garden project **JM**

#### 7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

No high priority areas highlighted on the Town Risk Assessment Report

Damaged miniature flowering willow tree on the green beside the Fire Station

The tree could not be saved therefore it has been removed.

**All present agreed** to replace with a similar tree. **KP**

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

The office is requested to obtain quotations for the maintenance of the lighting stock **JM**

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

A request has been received regarding the interment of ashes

An application to inter ashes into a full burial plot has been received

Cllr J Coombs proposed to approve the application and to advise the applicant that as per the rules and regulations only one memorial wedge is permitted per plot.

Seconded by Cllr A Ball

**Resolved: To approve the application and to advise the applicant that as per the rules and regulations only one memorial wedge is permitted.** 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.

**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.

**Crescent Park.**

There were no priority items in the Risk Assessment Report.

**11. COMMONWEALTH DAY 2020**

Cllr N Davis proposed to fly the Commonwealth flag on Commonwealth Day 2020

Seconded by Cllr A Turner

**Resolved: To fly the Commonwealth flag for 1 week from the 7<sup>th</sup> to the 14<sup>th</sup> March** RP

**12. FUTURE AGENDA ITEMS**

To discuss and decide on the disposal of green waste

To discuss and decide on the preferred contractor for lighting stock maintenance

**13. DATE OF NEXT MEETING**

The date of the next meeting of the Committee is to be on Tuesday 7<sup>TH</sup> April 2020 at 7pm and will be held at the Princes Centre, Clifford Road, Princes Risborough.

There being no further business the meeting closed at 7.45 pm

Chairman.....

Date .....