



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE TOWN COUNCIL (Councillors A Ball, A Turner, G Hall, J Coombs, S Coombs, J Biss, A Frost, M Roberts, A Shipley, S Marshall, C Campbell, I Parkinson, J Rampin)

Dear Councillor,

You are summoned to attend the meeting of the **Town Council** to be held at the **Princes Centre, Clifford Road, Princes Risborough** on **Tuesday 22nd February 2022 AT 7.00 PM** when the business set out in the following agenda will be transacted.

Susanne Barter

**Clerk to the Town Council
15th February 2022**

AGENDA

The Town Council Prayer

1. **Welcome and Apologies for Absence**
Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk
2. **Acceptance of Minutes of Previous Meeting of the [25th January 2022](#)**
To receive and approve as a correct record the minutes of the Town Council meeting held on the 25th January 2022.
3. **Declarations of Interest and Dispensations**
To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations
 - i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it.
 - ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure)
4. **Public Forum**
Ten minutes are available for the public to express a view or ask a question on relevant matters on the following Agenda, as provided for in Standing Order Numbers 3 e-k. The public are welcome to observe the rest of the meeting. Applications to speak must be received by the Town Clerk no later than 5pm on the last working day preceding the meeting.
5. **Report from Thames Valley Police**
To receive a report from Thames Valley Police.
6. **Reports from Buckinghamshire Councillors**
To receive written reports from Cllrs A Turner, G Hall and M Walsh



PRINCES RISBOROUGH TOWN COUNCIL



7. **Correspondence**
To decide on the response to correspondence received at the Town Council
8. **Council Committees**
To receive and note the minutes of: -
Planning Committee [1st February 2022](#) (draft)
Town Committee [1st February 2022](#) (draft)
Finance Committee [25th January 2022](#) (draft)
Commercial Services Committee [8th February 2022](#) (draft)
[Events/PR Committee 8th February \(draft\)](#)
9. **Finance**
 - a) To approve the recommendation from the Finance Committee to approve the Audit Plan
 - b) To approve the recommendation from the Finance Committee to approve the Terms of Reference for the Internal Auditor
 - c) To approve a recommendation from the Finance Committee to approve appointment of the Internal Auditor for the 2021/2022 financial year
 - d) To approve the recommendation from the Finance Committee to approve the Finance Risk Assessment and Management Plan
10. **Tree Planting Pilot Scheme in the KGV Park in March 2022 (Cllr C Campbell)**
 - a) To agree on the location to plant 4 trees
 - b) To agree the species of the 4 trees
 - c) To approve the quotation to purchase the 4 trees.
 - d) To agree a planting schedule
 - e) To agree on how many Manual Handling courses for volunteers to purchase
11. **Wades Centre**
To discuss and decide on a corkage policy for the Wades Centre
12. **Healthy Homes Principles** (Cllr A Shipley)
To discuss and decide on whether Princes Risborough Town Council should invite the Town & Country Planning Association to make a presentation about the Healthy Homes principles, and what it might do to help in seeing them adopted in new housing development.
13. **Task & Finish Groups**
 - a) To receive a report from the Stratton Memorial Garden Task & Finish Group and decide on any actions to be taken
 - b) To receive a report from the Wades Centre Office Space Task & Finish Group and decide on any actions to be taken
 - c) To receive a report from the Environment & Climate Change Task & Finish Group and decide on any actions to be taken
14. **Future Agenda items**
To receive items to be included in the next meeting
15. **Exclusion of Press and Public**
To pass 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 recipients of the Citizens Awards



PRINCES RISBOROUGH TOWN COUNCIL



- 16. Date of next meeting**
To note the date of the next meeting

Distribution – all Councillors and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND