



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE TOWN COUNCIL (Councillors A Ball, J Biss, S Coombs, A Cross, A Frost, G Hall, S Marshall, C Morgan, A Shipley, I Parkinson, J Rampin, N Rawsthorne, A Turner)

Dear Councillor,

You are summoned to attend the **Meeting of the Town Council** to be held at the **Sports Hall, Wades Centre, Stratton Road, Princes Risborough** on **Tuesday 30th April 2024 AT 7.00 PM** when the business set out in the following agenda will be transacted.

Susanne Barter

Clerk to the Town Council
24th April 2024

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 26th March 2024**
To receive and approve as a correct record the minutes of the Town Council meeting held on the 26th March 2024
- 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. Reports from Buckinghamshire Councillors**
To receive written reports from Cllrs A Turner, G Hall and M Walsh



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- 6. Council Committees**

To receive and note the minutes of: -
Finance Committee [26th March 2024](#) (draft)
Planning Committee [2nd April 2024](#) (draft)
Town Committee [2nd April 2024](#) (draft)
Commercial Services Committee [9th April 2024](#) (draft)
Events & PR Committee [9th April 2024](#) (draft)
- 7. Correspondence**

To decide on the response to correspondence received at the Town Council
- 8. Report from the Mayor/Deputy Mayor**

To receive a report from the Mayor/Deputy Mayor on functions that they have attended
- 9. Task & Finish Groups**

To receive reports from the Quarter 2 Task & Finish Groups

 - a) Business Plan Task & Finish Group

To receive a report and decide on any actions to be taken
 - b) Best Kept Village Competition Task & Finish Group

To receive a report and decide on any actions to be taken
- 10. Finance**
 - a) To approve payments over £5000
 - b) To approve expenditure outside of the agreed budget for a mains chlorination for the Wades Centre
- 11. Finance Risk Assessment and Management 2024**

To approve the recommendation from the Finance Committee to approve the Finance Risk Assessment and Management 2024
- 12. Projects Consultations (Cllr Marshall)**
 - a) To agree the date, time and duration of a consultation with residents on the following projects
 - Pétanque pitch
 - Playground equipment
 - b) To discuss and decide on whether to hold a public consultation on the management of the slope at the Earle Mitchell playing field
- 13. Minor Grant Application**

To discuss and decide on a recommendation from the Finance Committee to approve a minor grant application
- 14. Business Plan (Cllr Cross)**

To discuss and decide on whether to adopt the five proposed strategic aims in the nascent Princes Risborough Town Council Business Plan
- 15. Weed Spraying (Cllr Hall)**

To discuss and decide on whether the Town Council should undertake weed spraying in public areas of the town to be identified



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- 16. Nature Conservation and Diversity (Cllr Marshall)**
To discuss and decide on whether to work with the Risborough Environmental Group (REG) to manage a small site in the town to maximise nature conservation and biodiversity
- 17. Future Agenda items**
To receive items to be included in the next meeting
- 18. 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 preferred contractor for
 - a) the town planting and watering
 - b) the Christmas Lights Display 2024.
 - c) Mains chlorination for the Wades Centre
- 19. 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