



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 **Brushwood Suite, Wades Centre, Stratton Road, Princes Risborough** on **Tuesday 25th June 2024 AT 7.00 PM** when the business set out in the following agenda will be transacted.

Susanne Barter

Clerk to the Town Council
19th June 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 [28th May 2024](#)**
To receive and approve as a correct record the minutes of the Town Council meeting held on the 28th May 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)
 - iii) Register of Disclosable Pecuniary Interest and other Registerable Interests
- 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.



PRINCES RISBOROUGH TOWN COUNCIL



5. Reports from Buckinghamshire Councillors
To receive written reports from Cllrs A Turner, G Hall and M Walsh

6. **Council Committees**
To receive and note the minutes of: -
Finance Committee [28th May 2024](#) (draft)
Planning Committee [4th June 2024](#) (draft)
Town Committee [4th June 2024](#) (draft)
Events & PR Committee [18th June 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**
i) 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
ii) To discuss and decide on the three Task & Finish Groups for Quarter 3

10. **Finance**
 - a) To approve payments over £5000
 - b) To note the income and expenditure to date

11. **Financial Regulations**
To approve the recommendation from the Finance Committee to approve the revised Financial Regulations

12. **Old British School Foundation**
To approve the recommendation from the Trustees to approve the accounts of the Old British School Foundation

13. **Minor Grant Application**
To approve the recommendation from the Finance Committee to approve a minor grant application

14. **Terms of Reference**
To approve the Terms of Reference from the Planning, Town, and Events & PR Committees

15. **Projects Consultations (Cllr Marshall)**
To agree the date, time and duration of a consultation with residents on whether the Town Council should provide a Pétanque pitch to be installed in one of the parks



PRINCES RISBOROUGH TOWN COUNCIL



- 16. Land for a Biodiversity Project (Cllr Cross)**
To discuss and decide in principle on identifying a suitable piece of land to manage for biodiversity purposes
- 17. Business Plan (Cllr Rawsthorne)**
To agree the content and release of the questionnaire consulting on the Princes Risborough Town Council Business Plan priorities in time for the summer festival
- 18. Annual Town Meeting 2025**
To agree the date for the Annual Town Meeting 2025
- 19. Consultation on a Wild Flower Bed at the Earle Mitchell Playing Field (Cllr Marshall)**
To discuss and decide on action to be taken following the results of the consultation.
- 20. Future Agenda items**
To receive items to be included in the next meeting
- 21. 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 legal matters
- 22. 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