



PRINCES RISBOROUGH TOWN COUNCIL



**TO: THE MEMBERS OF THE COMMERCIAL SERVICES COMMITTEE (Councillors
A Cross, I Parkinson, N Rawsthorne, S Marshall)**

You are summoned to attend a Commercial Services Committee meeting of the **Town Council** at the Carrington Room, Wades Centre, Stratton Road, Princes Risborough
on Tuesday 10th September 2024 at 6.30 pm
when the business set out in the following agenda will be transacted.

Susanne Barter

**Clerk to the Town Council
3rd September 2024**

AGENDA

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 Previous minutes of the Commercial Services Committee held on the 9th July 2024

To receive and approve as a correct record the minutes of the Town meeting held on the 9th July 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 Number 3 (e-k). The public are welcome to stay and observe the rest of the meeting.

5. Correspondence

To discuss and decide on a response to correspondence received relating to the Commercial Services Committee



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- 6. Wades Centre**
To receive and note bookings to date
- 7. Brushwood Suite Events**
To receive an update on the Brushwood Suite Christmas Party and decide on any actions to be taken
- 8. Market House**
To receive and note bookings to date
- 9. Committee Budget**
To note spending to date in respect of this year's budget
- 10. Business Plan Consultation**
To review the results of the Business Plan responses and decide on the priorities
- 11. Estimates Projects 2025/2026**
To agree the specification of projects to be costed for the Commercial Services Committee budget for 2025/2026 to submit to the Estimates Meeting
- 12. Future Agenda items**
To receive items to be included in the next agenda that fall under the remit of this Committee
- 13. 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 receive a report on the outstanding invoices from a tenant and to decide on a recommendation to the Town Council for a way forward (Cllr N Rawsthorne)
- 14. Date of next meeting**
To note the date of the next scheduled meeting of the Commercial Services Committee

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND