



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 24th September 2024 AT 7.00 PM** when the business set out in the following agenda will be transacted.

Susanne Barter

**Clerk to the Town Council
18th September 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 [27th August 2024](#)**
To receive and approve as a correct record the minutes of the Town Council meeting held on the 27th August 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.



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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 [30th July 2024](#) ,[27th August 2024](#) (draft)
Planning Committee [3rd September 2024](#) (draft)
Town Committee [3rd September 2024](#) (draft)
Commercial Services Committee [10th September 2024](#) (draft)
Events & PR Committee [10th September 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 3 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 Quarter 4 Task & Finish Groups

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

11. **Devolution of Green Space Management within Princes Risborough Parish**
To discuss and decide on whether to continue the devolved maintenance of green spaces in Princes Risborough from Buckinghamshire Council for a further two years until December 2026.

12. **External Audit Report**
To receive the External Auditor's report on the Annual Return for the year 2023/2024

13. **CCTV Policy and Code of Practice**
To discuss and decide on whether to adopt a CCTV Policy and Code of Practice

14. **Risk Schedule**
To review and approve the Princes Risborough Town Council Risk Schedule

15. **Dogs on leads in the Stratton Memorial Garden Policy (Cllr Marshall)**
To discuss and decide on a recommendation from the Town Committee to prohibit dogs, excluding assistance dogs, in the Stratton Memorial Garden



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- 16. Vire £510 from Reserves for footpath repairs at Wades Park (Cllr Marshall)**
To approve a recommendation from the Town Committee to vire £510 from Reserves for footpath repairs at Wades Park
- 17. Grant funding for playground equipment**
To discuss and decide on whether to apply for grant funding for playground equipment to the following -:
a) The National Lottery
b) Sport England
c) Kop Hill Charity Fund
- 18. Buckinghamshire Council National Planning Policy Framework Consultation (Cllr Biss)**
To discuss and decide on a response to the Buckinghamshire Council National Planning Policy Framework Consultation
- 19. Future Agenda items**
To receive items to be included in the next meeting
- 20. 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
a) the preferred provider of Internal Audit Services for the financial year 2024/2025
b) To discuss and decide on proceeding with the terms and conditions from the solicitor for the registration of five pieces of land on behalf of the Monks Risborough Parochial Charity (MRPC)
c) to receive a report on the outstanding invoices from a tenant and to decide on action to be taken (Cllr N Rawsthorne)
- 21. 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