



# 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 Wades Centre, Stratton Road, Princes Risborough  
**on Monday 21st October 2024 at 1.00 pm**  
when the business set out in the following agenda will be transacted.

*Susanne Barter*

**Clerk to the Town Council  
15th October 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  
[10<sup>th</sup> September 2024](#)**

To receive and approve as a correct record the minutes of the Town meeting held on the 10<sup>th</sup> September 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. Market House**  
To receive and note bookings to date
- 8. Committee Budget**  
To note spending to date in respect of this year's budget
- 9. Estimates Projects 2025/2026**  
To prepare the Commercial Services Committee budget for the year 2025/2026 to submit to the Estimates meeting.
- 10. Future Agenda items**  
To receive items to be included in the next agenda that fall under the remit of this Committee
- 11. 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**