



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, 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 28th January 2025 AT 7.00 PM** when the business set out in the following agenda will be transacted.

Susanne Barter

Clerk to the Town Council
22nd January 2025

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 [14th January 2025](#)**
To receive and approve as a correct record the minutes of the Town Council meeting held on the 14th January 2025
- 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. **Report from Thames Valley Police**
6. **Reports from Buckinghamshire Councillors**
To receive written reports from Cllrs A Turner, G Hall and M Walsh
7. **Council Committees**
To receive and note the minutes of: -
Finance Committee [26th November 2024](#), [17th December 2024](#) (draft)
Planning Committee [3rd December 2024](#), [14th January 2025](#) (draft)
Town Committee [14th January 2025](#) (draft)
8. **Grant funding Application**
To discuss and decide on whether to apply for grant funding for playground equipment to the North West Chilterns Community Board
9. **Correspondence**
To decide on the response to correspondence received at the Town Council
10. **Report from the Mayor/Deputy Mayor**
To receive a report from the Mayor/Deputy Mayor on functions that they have attended
11. **Task & Finish Groups**
 - a) To receive reports from the Quarter 4 Task & Finish Groups

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

Dogs and Parks Task & Finish Group
To receive a report and decide on any actions to be taken
 - b) To discuss and decide on the Task & Finish Groups for Quarter 1
12. **Finance**
 - a) To approve payments over £5000
 - b) To note the income and expenditure to date
13. **Disqualification of a Councillor**
To note that Councillor Jane Rampin has been disqualified as a Councillor for non-attendance
14. **Standing Orders**
To review and approve the Standing Orders
15. **Free Parking Dates**
To discuss and decide on the three free parking dates for 2025
16. **Teenage Summer Activities (Cllr Frost)**
To discuss and on teenage summer activities
17. **Minor Grant Applications**
To discuss and decide on recommendations from the Finance Committee regarding minor grant applications



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- 18. Risborough Area Community Bus (RACB)**
To discuss and decide on whether to allow the RACB to use the Town Council address as their registered address for Companies House and the Charities Commission
- 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 street light energy supplier
 - b) To review and approve a draft license for a lease
 - c) To discuss and decide on the preferred supplier for Human Resource , Health & Safety and Training
 - d) To discuss and decide on the nominations for the Citizens Awards
- 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