



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE TOWN COMMITTEE (Councillors A Ball, J Biss, S Coombs, S Davis, A Frost, G Hall, I McLauchlan, C Morgan, M Walsh, I Churchill, N Rawsthorne, A Turner)

Dear Councillor,

You are summoned to attend a Town Committee meeting of the **Town Council** at The Wades Centre, Stratton Road, Princes Risborough **on Tuesday 20th May 2025 at 7.00 pm** when the business set out in the following agenda will be transacted

Susanne Barter

**Clerk to the Town Council
14th May 2025**

AGENDA

1. Election of Chair

2. 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.

3. Election of Vice Chair

4. Acceptance of Previous minutes of the Town Committee held on [1st April 2025](#)

To receive and approve as a correct record the minutes of the Town meeting held on the 1st April 2025.

5. 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).

6. 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.



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7. Correspondence

To discuss and decide on a response to correspondence relating to Town Committee matters received at the Town Council

8. Maintenance Team Report

To receive a report from the Maintenance Team and decide on any actions to be taken

9. Town Matters

a) To discuss and decide on actions to be taken concerning Town Matters including Risk Assessment report

b) To receive a report on the Speedwatch campaign and decide on any actions to be taken (Cllr Frost)

10. Stratton Memorial Garden

To discuss and decide on actions to be taken concerning the Stratton Memorial Garden including the Risk Assessment report

11. Parks

To discuss and decide on actions to be taken concerning Park Matters including Risk Assessment report

12. Thursday Market

To discuss and decide on actions to be taken concerning the Thursday Market

13. The Spinney Development (Cllr Ball)

To receive a report on the Spinney development that shares a boundary with the Ragpit

14. Committee Budget

To note spending to date in respect of this year's budget

15. Terms of Reference

To review the Terms of Reference for recommendation to the Town Council

16. Tree in Duke Street Gardens

To discuss and decide on the action to be taken regarding the overgrown tree in Duke Street Gardens.

17. Future Agenda items

To receive items to be included in the next agenda that fall under the remit of this Committee

18. 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 the preferred agent to advise on the Beacon Installation

19. Date of next meeting

To note the date of the next scheduled meeting of the Town Committee.

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND