



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 29th April 2025 AT 7.00 PM** when the business set out in the following agenda will be transacted.

Susanne Barter

**Clerk to the Town Council
23rd April 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 [8th April 2025](#)**
To receive and approve as a correct record the minutes of the Town Council meeting held on the 8th April 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: -
Events & PR Committee [18th March 2025](#) and [8th April 2025](#) (draft)
Finance Committee [25th March 2025](#) (draft)
Planning Committee [1st April 2025](#) (draft)
Town Committee [1st April 2025](#) (draft)
Admin & HR Committee [3rd April 2025](#) (draft)
8. **Correspondence**
To decide on the response to correspondence received at the Town Council
9. **Report from the Mayor/Deputy Mayor**
To receive a report from the Mayor/Deputy Mayor on functions that they have attended
10. **Task & Finish Group**
Business Plan Task & Finish Group
To receive a report and decide on any actions to be taken
11. **Finance**
 - a) To approve payments over £5000
 - b) To note the income and expenditure to date
12. **Wades Centre Road Safety Measures (Cllr Hall)**
To discuss and decide on road safety measure at the Wades Centre
13. **Financial Regulations**
To approve the amendments to the Financial further to recent changes to procurement legislation
14. **IT Policy**
To approve and adopt the IT Policy
15. **Standing Orders**
To approve the Standing Orders further to recent changes to procurement legislation
16. **Best Kept Village Competition**
To consider and approve the recommendation from the Best Kept Village Competition Task and Finish Group to enter the 2025 competition at a cost of £25, and to agree which budget this payment should be allocated to.
17. **Public Consultation held last year**
 - a) To discuss and decide on whether to publish a summary of the results of the Public Consultation held last year on the Town Council's website
 - b) To discuss and decide whether to contact individuals who have previously expressed an interest in volunteering at Town Council events, and, if agreed, to determine which budget should cover the cost of postage (where no email address is available) and volunteer training



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18. Future Agenda items

To receive items to be included in the next meeting

19. 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) legal matters
- b) the preferred contractor for tree works
- c) the quotation for the summer planting and maintenance
- d) the preferred contract for Fire & Security at the Wades Centre
- e) the preferred tribute night act
- f) the preferred comedy night act

20. 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