



PRINCES RISBOROUGH TOWN COUNCIL



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

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

Susanne Barter

**Clerk to the Town Council
18th June 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 [13th May 2025](#)**
To receive and approve as a correct record the minutes of the Town Council meeting held on the 13th May 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 Gary Hall and Matthew Walsh
7. **Council Committees**
To receive and note the minutes of: -
Commercial Services Committee [13th May 2025](#) [10th June 2025](#) (draft)
Events & PR Committee [20th May 2025](#), [10th June 2025](#) (draft)
Planning Committee [20th May 2025](#), [3rd June 2025](#) (draft)
Town Committee [20th May 2025](#), [3rd June 2025](#) (draft)
Admin & HR Committee [23rd May 2025](#) (draft)
Finance Committee [27th May 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 Groups**
 - a) To receive reports from the quarter 2 Task & Finish Groups and decide on any actions to be taken
 - b) To review the Task & Finish Groups (Cllr Walsh)
11. **Finance**
 - a) To approve payments over £5000
 - b) To note the income and expenditure to date
12. **Chairmans Badge and Chain (Cllr Rawsthorne)**
To discuss and decide on viring £1,900 from the budgeted Election costs for 25/26 to cover the cost of the repairs to the Chairmans badge and chain
13. **Trustees for the Pools Allotment Charity (Cllr Hal)**
To discuss and decide on appointing a Trustee to the Trustees for the Pools Allotment, Charity No 23791 also known as the Monks Risborough Parochial Charities
14. **Terms of Reference**
To approve the Terms of Reference for the following committees
 - a) Planning Committee
 - b) Town Committee
 - c) Admin & HR Committee
 - d) Finance Committee
 - e) PR & Events Committee
15. **Health and Safety**
 - a) To review and approve the Health and Safety Handbook
 - b) To review and approve the Health and Safety Policy Manual.



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- 16. Planning Application 18/06916/FULEA (Cllr Turner)**
To discuss and decide on a response to the Bloor planning application 18/06916/FULEA
- 17. Future Agenda items**
To receive items to be included in the next meeting
- 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 contractor for bollards in the area between the office and disabled bays
- 19. 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