



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 29th July 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 July 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 [24th June 2025](#)**
To receive and approve as a correct record the minutes of the Town Council meeting held on the 24th June 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.
- 5. Report from Thames Valley Police**
- 6. Reports from Buckinghamshire Councillors**
To receive written reports from Cllrs Gary Hall and Matthew Walsh



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- 7. Council Committees**
To receive and note the minutes of: -
Finance Committee [24th June 2025](#) (draft)
Planning Committee [1st July 2025](#) (draft)
Town Committee [1st July 2025](#) (draft)
Commercial Services Committee [8th July 2025](#) (draft)
Events & PR Committee [8th July 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**
To receive reports from the quarter 2 Task & Finish Groups 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. Memorial Bench for the late Councillor John Coombs**
To decide on the location for the memorial bench and the wording for the plaque
- 13. Terms of Reference**
To approve the Terms of Reference for the Commercial Services Committee
- 14. VJ Day (Cllr Walsh)**
To discuss and decide on whether to commemorate VJ Day
- 15. Wades Centre (Cllr Parkinson)**
To discuss and decide on whether to review the workings of the Wades Centre
- 16. Future Agenda items**
To receive items to be included in the next meeting
- 17. 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) Discussions concerning a lease
 - b) Staff matters
 - c) The preferred utility supplier for the Wades Centre
- 18. 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