



PRINCES RISBOROUGH TOWN COUNCIL



**TO: THE MEMBERS OF THE COMMERCIAL SERVICES COMMITTEE (Councillors
I McLauchlan, I Parkinson, A Turner, M Walsh)**

You are summoned to attend a Commercial Services Committee meeting of the **Town Council** at
the Wades Centre, Stratton Road, Princes Risborough
on Tuesday 9th September 2025 at 7.30 pm
when the business set out in the following agenda will be transacted.

Susanne Barter

**Clerk to the Town Council
3rd September 2025**

AGENDA

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 Previous minutes of the Commercial Services Committee held on the 8th July 2025

To receive and approve as a correct record the minutes of the Commercial Services meeting held on the 08th July 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).

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 Number 3 (e-k). The public are welcome to stay and observe the rest of the meeting.

5. Correspondence

To discuss and decide on a response to correspondence received relating to the Commercial Services Committee



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6. Wades Centre

- a. to receive and note bookings to date
- b. to discuss and decide on future tribute evenings for the Brushwood Suite
- c. to receive an update on the Comedy Night event and discuss and decide on future dates
- d. to discuss and decide on whether to engage a consultant to assist the Council in reviewing and assessing the current hire charges of the Brushwood Suite
- e. to discuss and decide on adopting a policy whereby the booking for the Wades Centre is cancelled if not paid for 7 days in advance (Cllr Walsh)

7. Market House

- a. to receive and note bookings to date
- b. to discuss and decide on whether to discontinue the Market House as a meeting space

8. Committee Budget

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

9. Exclusion of Public and Press

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. whether to approve a recommendation to Town Council to use a tenant's deposit to offset an outstanding debt.
- b. to discuss and decide on the preferred supplier for the Brushwood Suite Blinds
- c. To receive the valuation report in respect of 39 High Street and decide on any actions to be taken

10. Future Agenda items

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

11. Date of next meeting

To note the date of the next scheduled meeting of the Commercial Services Committee

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND