



## PRINCES RISBOROUGH TOWN COUNCIL

### MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 1<sup>ST</sup> FEBRUARY 2022 AT 7.00PM AT THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH

#### PRESENT

Chairman J Coombs, Cllrs A Ball, J Biss, S Coombs, A Turner, A Shipley, C Campbell, A Frost, J Rampin,

#### In attendance

Clerk – Susanne Barter

Deputy Clerk – Kirsty Pope

Administration Officer – Jayne Mylchreest

Maintenance Deputy Team Leader – Barney Heffernan

4 members of the public

#### 1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Clerk reported that apologies had been received from Cllr Marshall who had a family commitment  
No apologies were received from Cllr Hall.

**Resolved: To accept apologies from Cllr Marshall.**

#### 2. MINUTES

**RESOLVED:** To agree the minutes of the Town Committee meeting held on the 7<sup>th</sup> December 2021 be signed as a true record.

#### 3. DECLARATIONS OF INTEREST AND DISPENSATIONS

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and any relevant dispensations.

**Cllr Campbell declared an interest in Agenda item No 13 as a member of the Risborough Environmental Group.**

#### 4. PUBLIC FORUM

A resident addressed the members regarding swim sessions at the Risborough Springs Leisure Centre.

#### 5. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received regarding swim session at The Risborough Springs

The member of the leisure centre requests help from the Town Council to promote 'Just swim' sessions

**All present agreed** to advise the resident to contact Clive Harriss the Cabinet Member for Leisure at Buckinghamshire Council as this does not come under the remit of the Town Council.

**It was further agreed** for the emails sent to the Town Council from the resident to be forwarded to Cllr Harriss. **JM**

A request to hold a walking class in Wades Park has been received

Permission is sought to use Wades Park for a walking class for a charge of £2.50 per week.

Cllr J Coombs proposed to approve the request at a cost of £10 per session to the Town Council.

Seconded by Cllr Ball

**Resolved: To approve the request at a cost of £10 per session to the Town council.**

**JM**

A request to hire gazebos from a local school has been received

A local primary school has requested to hire 10 gazebos from the 15<sup>th</sup> -18<sup>th</sup> July 2022

**All present agreed** to approve the request.

**KP**

An email has been received from Churches Together regarding the Market House

Churches Together has asked for use of the power supply at the Market House on Friday the 15<sup>th</sup> April 2022 for their portable sound system Act of Witness event.

They also wish to know the Town Council's plans for the Queens Platinum Jubilee and if they can assist.

**All present agreed** to allow the use of the power supply underneath the Market House and to advise Churches Together to contact Buckinghamshire Council Highways to liaise regarding their road closure proposals. **JM**

#### **6. REPORT FROM BARNEY HEFFERNAN MAINTENANCE TEAM LEADER**

A report was presented by Barney Heffernan (Appendix 1)

#### **7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT**

No high priority areas highlighted on the Town Risk Assessment Report

#### **8. A REPORT FROM THE STRATTON MEMORIAL GARDEN TASK & FINISH GROUP, INCLUDING RISK ASSESSMENT REPORT**

Cllr Turner updated the members regarding the funding and planning application regarding Phase 2.

#### **9. A REPORT ON THE PARKS, INCLUDING RISK ASSESSMENT REPORT, AND DECISION ON ACTIONS TO BE TAKEN.**

##### **Wades Park**

There were no priority items in the Risk Assessment Report.

Cllr J Coombs is concerned at the amount of mud that a local football club is leaving behind on the patio at the Brushwood Suite and Crew Café after using the park and requests the office to contact the club to ask them to use the path instead of the patio. **All present agreed.** **JM**

##### **St Dunstan's Park**

There were no priority items in the Risk Assessment Report.

Cllr Turner reported that the tiles on the Dovcote are in need of repair. **All present agreed** for the office to request a quotation for the repairs. **KP**

Cllr Turner reported that the metal green bench is damaged and needs to be removed. **BH**

Cllr Turner reported that ivy needs removing from the trees. **All present agreed** for the office to contact a local tree expert for his advice on whether the ivy should be removed or not. **KP**

##### **Earle Mitchell Park**

There were no priority items in the Risk Assessment Report.

##### **King George V Park**

There were no priority items in the Risk Assessment Report.

##### **Crescent Park.**

There were no priority items in the Risk Assessment Report.

##### **Kite Meadows**

There were no priority items in the Risk Assessment Report.

#### **10. A REPORT ON THE THURSDAY MARKET**

A request from a food vendor for a stall has been received

Cllr Ball proposed to approve the application.

Seconded by Cllr J Coombs

**Resolved: To approve the application.** **JM**

#### **11. TOWN COUNCIL NOTICEBOARDS**

**All present agreed** for the members to take photographs of the noticeboards that are in need of repair and send in to the office.

Cllr Turner reported that a new noticeboard at Monks Risborough shops needs to be installed to replace the one that was removed.

**It was further agreed** for the noticeboard at the train station to be used. **ALL CLLRS/KP**

## 12. MOUNTAIN BIKE PARK

Cllr A Frost updated the members that a suitable location has not been identified for a bike park but would keep in mind for the future.

## 13. RISBOROUGH ENVIRONMENTAL GROUP (REG)

Cllr Ball proposed not to approve REG continuing to maintain the flowering lawn at the Stratton Memorial Garden as the space is likely to be required for burial plots.

The office is requested to thank REG for their past efforts.

Seconded by Cllr J Coombs

**All present agreed**

**JM**

## 14. FUTURE AGENDA ITEMS

To be advised.

## 15. 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 THE PREFERRED SUPPLIER FOR FENCE REPAIRS

Cllr J Coombs proposed 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.

Seconded by Cllr Ball

**Resolved: in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information.**

The Clerk presented 3 quotations for fence repairs

1. £ 1,170.00 + vat
2. £ 295.00 + vat supply and fit only, no waste removed
3. Unable to quote

Cllr Turner proposed to approve quotation No 2 at £295.00 + vat

Seconded by Cllr J Coombs

**Resolved: To approve quotation No 2 at £295.00 + vat**

**JM**

## 16. DATE OF NEXT MEETING

The date of the next meeting of the Town Committee will be held on 1<sup>st</sup> March 2022 at 7.00pm and will be held at the Princes Centre, Princes Risborough, Buckinghamshire

There being no further business the meeting closed at 8.05 pm.

Chairman..... Date ..... Page 03/22

## Appendix 1

### Maintenance Team Report January 2021

- Road sign cleaning
- Tool/Machinery servicing
- Wood chipping Stratton Memorial Garden
- Playground Repairs
- Woodchipped play area entrances
- Town bed weeded and edged
- Hornbeams pruned Stratton Memorial Garden
- Stopps Orchard beds weeded
- Bench and picnic bench installed Wades Park
- Drop down bollard installed Wades Park
- Woodchipped and edged out circles around planted trees – Wades Park

- Weeded beds around Wades Centre
- Removed broken pi bench St. Dunstan's
- Ditching work St. Dunstan's
- Stratton memorial Garden clearance work