



## PRINCES RISBOROUGH TOWN COUNCIL

### MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 1<sup>ST</sup> MARCH 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, A Frost, J Rampin, S Marshall

#### In attendance

Clerk – Susanne Barter

Deputy Clerk – Kirsty Pope

Administration Officer – Jayne Mylchreest

Maintenance Deputy Team Leader – Barney Heffernan

No members of the public

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

The Clerk reported that apologies has been received from Cllr Campbell who was unwell.

**Resolved: To accept apologies from Cllr Campbell who was unwell.**

No apologies were received from Cllr Hall and Roberts.

#### 2. MINUTES

**RESOLVED:** To agree the minutes of the Town Committee meeting held on the 1<sup>st</sup> February 2022 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.

**None were declared.**

#### 4. PUBLIC FORUM

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

An Equipment Loan Agreement request has been received

A local organisation has requested to borrow 15 gazebos, weights, 10 tables, 20 chairs and the water bowser from the 22<sup>nd</sup> to 26<sup>th</sup> September 2022 for an event.

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

**KP**

A resident has concerns regarding trees in the KGV park

The resident has reported that a few existing trees in the park are in need of attention.

The Maintenance Team Leader confirmed that the issues had already been addressed.

An email from a resident has been received concerning a tree on their property boundary

The resident is concerned that a low tree on the boundary between their property and Town Council property is likely to come down in high winds.

**All present agreed** to reply that the tree has been inspected and no further action is required at present. **JM**

Buckinghamshire Council (BC) have funds available from the Welcome Back Fund

BC has requested ideas from the Town Council to use the remaining funds available for the High Street regeneration including the Thursday Market.

Cllr Turner proposed to delegate the organising of an event to the Events & Communications Assistant.

Seconded by Cllr Shipley.

**Resolved: To delegate the organising of an event to the Events & Communications Assistant. S Boyle**

## **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

**All present agreed** to advertise the locations of the defibrillators in the town on the Town Council noticeboards, via social media and Crosstalk.

**KP/S Boyle**

The office is requested to report that the instruction sign on the defibrillator at Wades Park needs replacing.

**JM**

## **8. A REPORT ON THE STRATTON MEMORIAL GARDEN INCLUDING RISK ASSESSMENT REPORT**

Nothing to report.

## **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.

Nothing to report.

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

There were no priority items in the Risk Assessment Report.

Nothing to report.

### **Earle Mitchell Park**

There were no priority items in the Risk Assessment Report.

Nothing to report.

### **King George V Park**

There were no priority items in the Risk Assessment Report.

Nothing to report.

### **Crescent Park.**

There were no priority items in the Risk Assessment Report.

Nothing to report.

### **Kite Meadows**

There were no priority items in the Risk Assessment Report.

Nothing to report.

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

Nothing to report.

## **11. FUTURE AGENDA ITEMS**

To be advised.

## **12. DATE OF NEXT MEETING**

The date of the next meeting of the Town Committee will be held on 5<sup>th</sup> April 2022 at 7.00pm and will be held at the Princes Centre, Princes Risborough, Buckinghamshire

There being no further business the meeting closed at 7.30 pm.

## **Appendix 1**

### **Maintenance Team Report February 2022**

- Road sign cleaning
- Removed ivy from trees St. Dunstan's
- Tree works St Dunstan's – felling dead trees
- Cleared stream St. Dunstan's
- Bench Removed St. Dunstan's
- Playground Repairs
- Installed Crew Café sign- Wades Park
- Beds at Kite Meadows weeded and woodchipped
- Planting Stratton Memorial Garden
- Grave topped up Stratton Memorial Garden
- Fencing repairs and tree works after storm
- Stratton Memorial Garden grass cut and Earl Mitchell pitch cut