



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 26TH JULY 2022 AT THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH
AT 7.00 PM**

PRESENT

Cllr A Ball – Chairman
Cllrs A Frost, G Hall, S Marshall I Parkinson, J Rampin, A Shipley, A Turner
Susanne Barter – Clerk to the Town Council
Jayne Mylchreest – Administration Officer
3 members of the public

THE TOWN COUNCIL PRAYER

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllrs Campbell and Biss who were on holiday and J Coombs and S Coombs who were unwell.

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 28th June 2022

Resolved: To agree and sign as a correct record the minutes of the Town Council meeting on the 28th June 2022

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

Cllr Rampin declared a pecuniary interest in Agenda item No 14.

4. PUBLIC FORUM

No members of the public wished to speak.

5. A REPORT FROM THAMES VALLEY POLICE

Sgt Brixey from Thames Valley Police attended and updated the members regarding the local crime statistics.

6. A REPORT FROM BUCKINGHAMSHIRE COUNCILLORS ON MATTERS CONCERNING PRINCES RISBOROUGH

Cllr Walsh gave an update on

- Bin collections
- Southern link road planning application

Cllr Hall gave an update on road repairs on Fairway and Picts Lane.

7. COUNCIL COMMITTEES HELD

Planning Committee 5th July 2022 (draft)

Town Committee 5th July 2022 (draft)

Finance Committee 28th June 2022 (draft)

Resolved: The Committee minutes listed above be received and noted.

8. CORRESPONDENCE

A request to use Wades Park has been received from the North West Chilterns Community Board (NWCCB) Buckinghamshire Council (BC)

The NWCCB has requested to use the park free of charge on the 24th June 2023 for their large annual event to promote the NWCCB and invite residents, various community/singing /dancing groups/ choirs, police, fire brigade, stall holders, live band, food, arts and crafts stalls and present their Pride of Bucks Awards. They have asked if stallholders can park their cars behind their pitches.

All present agreed to approve the request to use Wades Park for the event subject to receiving a copy of the Public Liability Insurance, Risk Assessment and signed lease agreement.

All present agreed not to approve the request to allow stallholders/attendees to park their vehicles in the park. **TC/SB**

9. TASK & FINISH GROUPS

a) Changing Places Toilet

Cllr Shipley updated the members on the funding for the project and the inclusion into Phase 3 of the Refurbishment and extension of the Wades Centre project.

i) Cllr Ball proposed to submit application for funding to the following organisations

- Heart of Bucks
- Kop Hill Climb
- The Rectory Foundation
- National Lottery

Seconded by Cllr Shipley

Resolved: To submit application for funding to the above organisations.

CH

b) High Street Regeneration Strategy

Cllr Parkinson updated the members on

- A 2020 report that suggests ideas for regeneration
- The George and Dragon courtyard

10. TASK & FINISH GROUPS

Cllr Ball proposed the Wades Centre Office Space as the 3rd Task & Finish Group for this quarter

Seconded by Cllr Turner.

Resolved: To establish a Task & Finish Group this quarter for the Wades Centre Office Space consisting of Cllrs Ball, Turner, J Coombs, S Coombs, Shipley, Rampin, Parkinson and the Clerk.

The Clerk advised that Officer Cate Holloway can only deal with the current Task & Finish Groups and not previous ones.

11. ELECTION COSTS

Cllr Ball proposed to approve the viring of funds from reserves to cover the Town Council by-election costs

Seconded by Cllr Turner.

Resolved: To approve the viring of funds from reserves to cover the Town Council by-election costs.

12. PHASE 2 AND 3 OF THE REFURBISHMENT AND EXTENSION OF THE WADES CENTRE TO INCLUDE NEW AND ADDITIONAL TOILETS, OFFICE SPACE AND A RECEPTION DESK, A MAINTENANCE TEAM WELFARE SPACE, A CHANGING PLACES TOILET, AND A CONNECTING CORRIDOR BETWEEN THE MAIN ENTRANCE WITH THE CHANGING PLACES TOILET

The Clerk notified the members that the planning permission had been approved for the refurbishment and extension of the Wades Centre to include new and additional toilets, office space and a reception desk, a MT welfare space, a Changing places Toilet, and a connecting corridor between the main entrance and the Carrington Room and the Changing Places Toilet.

a) The Clerk & Responsible Financial Officer presented to the Council a Business Case for their approval which had been previously circulated to the members for their consideration. She informed members of the need to agree how much money will be required to borrow from the Public Works Loan Board. This will be in order to refurbish and extend the Wades Centre to include new and additional toilets, office space and a reception desk in Phase 2.

Cllr Ball proposed to amend the Business Case to include a 10% contingency and suggested that the loan should be £130,000 over 15 years.

Seconded by Cllr Turner.

Resolved: To approve the amended Business Case to include a 10% contingency for the refurbishment and extension of the Wades Centre to include new and additional toilets, office space and a reception desk, a MT welfare space, a Changing places Toilet, and a connecting corridor between the main entrance and the Carrington Room and the Changing Places Toilet.

SB

b) Approval from the Secretary of State for Levelling Up, Housing and Communities, for the proposed borrowing for the expansion and refurbishment of the Wades Centre for the office space, reception desk and towards the cost of replacement and additional toilets

Cllr A Turner proposed that the Town Council seek approval from the Secretary of State for the proposed borrowing of

£130,000 over 15 years from the Public Works Loan Board (PWLB) for the expansion and refurbishment of the Wades Centre to provide office space, a reception desk and towards the cost of replacement and additional toilets within the centre. The annual loan repayments will be approximately £10,464 per year, based on the PWLB repayment costs dated 22/7/22. It will not be necessary to increase the council tax precept for the purpose of the loan repayments as the cost of the annual loan repayments are less than the annual amount currently budgeted for the Town Council office rent in the existing premises.

Seconded by Cllr Ball.

At the Princes Risborough Town Council meeting on the 26th July 2022, it was RESOLVED to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £130,000 over the borrowing term of 15 years for the expansion and refurbishment of the Wades Centre to provide office space, a reception desk and towards the cost of replacement and additional toilets within the centre. The annual loan repayments will be approximately £10,464. It is not intended to increase the council tax precept for the purpose of the loan repayments. SB

c) Cllr Ball proposed to approve the plans for phase 2 of the extension and refurbishment of the Wades Centre to enable construction drawings to be completed for the Town Council to go out to tender for the project.

Seconded by Cllr Shipley.

Resolved: To approve the plans for phase 2 of the extension and refurbishment of the Wades Centre to enable construction drawings to be completed for the Town Council to go out to tender for the project. SB

d) Cllr Ball proposed to proceed with obtaining quotations for the appointment of M&E and Structural engineers for phase 2 of the extension and refurbishment of the Wades Centre.

Seconded by Cllr Hall.

Resolved: To proceed with obtaining quotations for the appointment of M&E and Structural engineers for phase 2 of the extension and refurbishment of the Wades Centre. SB

13. ALLOCATION OF CIL FUNDS RECEIVED

Cllr Ball proposed to approve the allocation of £12,000 CIL funds received to cover the cost of the construction drawings, ME and Structural engineers' costs for the provision of new and additional toilets in the Wades Centre as part of the phase 2 refurbishment of the Wades Centre.

Seconded by Cllr Hall.

Resolved: To approve the allocation of £12,000 CIL funds received to cover the cost of the construction drawings, ME and Structural engineers' costs for the provision of new and additional toilets in the Wades Centre as part of the phase 2 refurbishment of the Wades Centre. SB

Cllr Hall left the meeting at 8.31pm.

Cllr Rampin declared a pecuniary interest and left the meeting.

14. TINY FOREST

Cllr Ball proposed to plant a Tiny Forest on the green swards on New Road adjacent to The Crescent.

Seconded by Cllr Shipley.

Resolved: To plant a Tiny Forest on the green swards on New Road adjacent to The Crescent.

Cllr Rampin re-joined the meeting.

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

a) DISCUSS AND DECIDE ON THE PREFERRED SUPPLIER FOR THE SKATE PARK REPAIRS

b) APPOINT AN ARCHITECT TO PROVIDE THE CONSTRUCTION DRAWINGS FOR THE PHASE 2 OF THE EXTENSION AND REFURBISHMENT OF THE WADES CENTRE

Cllr Turner 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 Frost.

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.

a) The preferred supplier for the skate park repairs
The Clerk presented 3 quotations

1. £ 8,815 + vat
 2. £ 9,383.75 + vat
 3. Unable to quote
- Cllr Turner proposed to approve quotation No.1
Seconded by Cllr Marshall

Resolved: To approve quotation No.1

KP

b) The architect to provide the construction drawings for the phase 2 of the extension and refurbishment of the Wades Centre

Cllr Ball proposed to appoint Paul Morgan to provide construction drawings for Phase 2.

Seconded by Cllr Turner.

Resolved: To appoint Paul Morgan to provide construction drawings for Phase 2.

SB

16. FUTURE AGENDA ITEMS

To submit an application for funding for trees to Heart of Bucks (Cllr Rampin)

17. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 30th August 2022 at 7pm. to be held at The Princes Centre, Clifford Road, Princes Risborough. The Meeting closed at 8.49 pm.

Chairman..... Date..... Page 30/22