



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 30th AUGUST 2022 AT THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH
AT 7.00 PM**

PRESENT

Cllr A Ball – Chairman
Cllrs J Biss, J Coombs, S Coombs, A Cross, G Hall, S Marshall I Parkinson, J Rampin, A Shipley, A Turner
Susanne Barter – Clerk to the Town Council
Cate Holloway – Administration Support Officer
18 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 Cllr Frost and who was on holiday and Cllr Campbell who had a previous commitment.

Cllr Ball welcomed Cllr Andrew Cross, newly elected as a Councillor, to his first meeting of the Town Council.

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 26th July 2022

Resolved: To agree and sign as a correct record the minutes of the Town Council meeting on the 26th July 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 Parkinson declared a non-pecuniary interest in Agenda item 8 as a member of Risborough Area Residents Association.

4. PUBLIC FORUM

A resident addressed the members on Agenda item 8, regarding the grass verge at Little Askett.

The Crew Café Lease holders intended to address the members regarding Agenda item 14c, however Cllr Rampin indicated that this item would be withdrawn later in the meeting.

A resident addressed the members on Agenda item 8 regarding 39 High Street.

5. A REPORT FROM THAMES VALLEY POLICE

Thames Valley Police were unable to attend but Sgt Brixey sent the following report:

ASB update, TVP is aware of an increase in youth related ASB. This is across the whole area and I am seeing similar issues in my two other areas (Marlow & Chepping Wye Valley). This was expected with the summer holidays but this year there unfortunately seems to be less for young people to do over the summer with a lack of groups/activities and some families are finding it hard financially to take their family on holiday which means the young people are getting bored. As the council knows we have been running Op Herd during the start of the summer holidays. We haven't had the resources to continue this across the whole of Aug. I am looking at resourcing for the start of Sep to look at some increase ASB patrols for the start of school. I already have an operation planned for Halloween time as we are likely to see an increase in ASB around Halloween.

The Police are dealing with 6 young people for criminal offences linked to ASB. We are seeking positive disposals in relation to these offences. We are working with our Youth Justice Unit and partner agencies to prevent reoffending and ensure the correct support and safeguarding is in place. Hopefully this will have an impact on the demand and amount of ASB on the town.

I am exploring options with Buckinghamshire Council under the ASB Act. We have lots of disposals available but a lot of these can only be used for people over 16 or 18. We have Acceptable Behaviour Orders which I am exploring with the team and we can issue these to the individuals which **cause** the most harm.

The criminal damage at KGV has been recorded under crime reference 43220374463. You are correct this investigation has been concluded as there were no evidential lines of enquiry as there were no witnesses, CCTV or evidence left on scene to identify a suspect. If this is not the case, please let me know and I can get one of the team to look at the investigation

All present agreed the need to report all crimes to the police to raise awareness of the increasing number of incidents of criminal activity in the town. Traders to be reminded by letter to report any criminal incident no matter how trivial and residents to be similarly reminded via social media. JM/KP

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

Cllr Walsh gave an update on:

- Ukrainian refugees
- Budget 2023/24
- Refuse collections

7. COUNCIL COMMITTEES HELD

Finance Committee 26th July 2022 (draft)

Planning Committee 2nd August 2022 (draft)

Town Committee 2nd August 2022 (draft)

Admin & HR Committee 9th August 2022 (draft)

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

8. CORRESPONDENCE

An email has been received from Buckinghamshire Council (BC) regarding Electric Vehicle (EV) Charge Points

All present agreed the need to seek clarification from Buckinghamshire Council as to how this request fits into the County's strategy and what it hopes to achieve. Is this for residents' use or visitors to the town and on what land are they to be sited? The issue to be referred to the town Committee for further consideration. JM

An email trail to Buckinghamshire Council (BC) has been received regarding a grass verge in Askett

Cllr Turner proposed it was not the Town Council's business as the matter had already been investigated by the Highways authority and cannot supersede the Highways Authority's decisions and that the Town Council could only request that Highways investigate the matter, but as they have done so, no further action can be taken by the Town Council.

Resolved: to respond that the Town Council has noted the residents' comments but that the Highway Department has responsibility for the issue and has already investigated the complaint. No further action to be taken. JM

An email trail to Buckinghamshire Council (BC) has been received regarding pavement resurfacing on the Aylesbury Road

All present agreed to respond that the Town Council has noted the residents' comments and that the Highways Department has responsibility for the issue. A regular copy of the Highways Dept schedule of planned works to be requested for Councillors' information. JM

Cllr I Parkinson declared an interest and took no part in the discussion.

An email has been received from a local organisation regarding a Planning Committee planning application decision

All present noted the resident's comments and advised that the terms of reference of the Planning Committee show that *"If it is considered that an application or other planning matter is of great importance to the Parish, the Committee may refer it to the next Full Council Meeting of Risborough Town Council in order that the Town Council's response can be debated and agreed by all Town Councillors."* JM

An email has been received regarding Anti-social behaviour, dangerous driving and poor roads

All present agreed to respond that the Town Council has noted the residents' comments but the police are responsible for anti-social behaviour and dangerous driving and the condition of roads falls under the Highways Department. The resident is to be invited to join any future Speed Watch activities and to raise these issues with the police direct. JM

Cllr A Cross volunteered to join the resident in a Speed Watch session and invited other councillors to join him. AC

The office is requested to forward the email direct to the police for information prior to the next Town Council meeting when Matthew Barber, Police & Crime Commissioner will be present to answer questions. JM

An email has been received regarding police presence in the town

All present noted the resident's comments and requested the office to invite them to attend the next Town Council meeting when Matthew Barber, Police & Crime Commissioner will be present to answer questions.
The office is requested to forward the email direct to the police for information prior to the meeting.

JM

JM

An email has been received regarding access to Wades Park

A request to lower the bollards at Wades Park for an event on the evening of the 3rd September has been received.

All present confirmed that the event has been granted permission to go ahead but will require that suitable fire extinguishers are on site for the duration of the event. **Cllr Biss agreed to attend to lower the bollards and reinstate them at the end of the event.**

JB/JM

An email has been received regarding 39 High Street

All present agreed that the resident should be advised that there is no formal proposal regarding this property.

JM

9. TASK & FINISH GROUPS

a) Changing Places Toilet

Cllr Shipley reported that an application to the Heart of Bucks General Fund has been sent and an article has been prepared for Crosstalk and the website to raise awareness in the community. Both he and Cllr Ball had been to look at the CPT at the Amersham Tesco for information.

b) High Street Regeneration Strategy

Cllr Parkinson reported that the Kop Hill Climb have agreed to route vehicles through the High Street this year. The group are considering better use of signage around the town.

c) i) Wades Centre Office Space

The Clerk informed the members that community engagement would be required in support of a funding application for the office space and toilets. She suggested that the plans should be displayed in the Wades Centre and in Crosstalk inviting feedback from residents on the proposals.

Cllr Ball proposed to consult with residents on the Wades Centre Office Space project, seconded by Cllr Marshall.

Resolved: To consult with residents on the Wades Centre Office Space project

SB/KP

ii) Cllr Ball proposed to submit applications for funding for the replacement toilets in the Wades Centre to the following organisations

- National Lottery Community Fund
- Heart of Bucks General Fund
- North West Chilterns Community Board

Seconded by Cllr Biss

Resolved: To submit applications for funding for the replacement toilets in the Wades Centre to the following organisations

- **National Lottery Community Board**
- **Heart of Bucks General Fund**
- **North West Chilterns Community Board**

CH/SB

d) i) Queens Green Canopy

Cllr Marshall reported that feedback from residents on tree planting had been generally positive. The Highways Department have agreed to plant and maintain trees on any suitable planting areas of their land at their expense. Red Kite is consulting internally prior to further participation.

ii) Cllr Marshall proposed to deliver a letter, previously circulated to the members, to be sent to the residents on Place Farm Way near the shops and Dunsmore Ride about tree planting following a meeting with Buckinghamshire Council Highways. Seconded by Cllr Turner.

Resolved: To deliver a letter, previously circulated to the members, to be sent to the residents on Place Farm Way and Dunsmore Ride about tree planting.

SM

10. FINANCE

a) There were no payments over £5000

b) Cllr A Turner presented the members with the annual accounts for the Old British School Foundation Fund 2021/2022. A copy of the accounts had been circulated to the members in advance of the meeting.

Cllr A Turner proposed to approve the recommendation from the Finance Committee to approve the Old British School Foundation School Funds accounts for 2021/2022

Seconded by Cllr J Coombs

Resolved: To approve the recommendation from the Finance Committee to approve the Old British School Foundation School Funds accounts for 2021/2022 **SB**

11. APPLICATION FOR FUNDING

Cllr Marshall proposed to submit an application for funding for trees to Heart of Bucks Green Fund. Seconded by Cllr Rampin.

Resolved: To submit an application for funding for trees to Heart of Bucks Green Fund. **CH/SM/JR**

12. CIVILITY AND RESPECT PLEDGE

Cllr Ball proposed that the Town Council sign up to the Civility and Respect Pledge as recommended by NALC

Seconded by Cllr Cross

Resolved: That the Town Council sign up to the Civility and Respect Pledge as recommended by NALC. **SB**

13. WADES CENTRE SOLAR PANEL TASK & FINISH GROUP

Cllr Marshall proposed to establish a Wades Centre Solar Panel Task & Finish Group for the next quarter. Members to include Cllrs Marshall, Frost, Cross and Parkinson.

Seconded by Cllr Ball

Resolved: To establish a Wades Centre Solar Panel Task & Finish Group for the next quarter. **SM/AF/AC/IP**

14. LEASES

a) Risborough Rangers Junior Football Club (RRJFC)

The Clerk had previously circulated the existing lease of the storage building for RRJFC which expires in January 2023.

The cost for a solicitor to complete the paperwork is estimated at £400

Cllr Ball proposed to renew the lease with RRJFC for a further 5 years on the same terms.

Seconded by Cllr Turner

Resolved: To renew the existing lease of the storage building with RRJFC for a further 5 years.

The Clerk is requested to progress the renewal of the lease with a solicitor.

SB

b) Electricity Board Wayleaves

Cllr Ball propose to renew the wayleaves lease at Upper Icknield Way Whiteleaf

Seconded by Cllr Turner.

Resolved: To renew the wayleaves lease at Upper Icknield Way Whiteleaf

The Clerk is requested to progress the renewal of the lease with a solicitor.

SB

c) Crew Café

Cllr Rampin withdrew her motion to alter the lease of the café.

15. STRATTON MEMORIAL GARDEN

a) Cllr Turner proposed for the office to arrange for the creation a tender document to invite tenders for the Stratton Memorial Garden Phase 2 project

Seconded by Cllr J Coombs

Resolved: For the office to arrange for the creation a tender document to invite tenders for the Stratton Memorial Garden Phase 2 project. **SB/JM**

b) Cllr Turner withdrew his motion to appoint a professional to manage the tender process.

16. MINOR GRANT APPLICATION

Cllr Ball proposed to approve a minor grant application from Wycombe Youth for Christ for £250 towards the purchase of a snooker/pool table

Seconded by Cllr Biss

Resolved: To approve a minor grant application from Wycombe Youth for Christ for £250 towards the purchase of a snooker/pool table
JM

17. 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 WHETHER TO APPOINT A PREFERRED CONTRACTOR FOR A REINSTATEMENT COST ASSESSMENT FOR THE DOVECOT AND MARKET HOUSE AND THE PREFERRED STRUCTURAL ENGINEER FOR PHASE 2 OF THE EXTENSION AND REFURBISHMENT OF THE WADES CENTRE

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 Turner

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 preferred supplier for the Reinstatement Cost Assessment for the Dovecot and Market House.

The Clerk presented 3 quotations

1. £ 600 + vat
2. £ 1,850 + vat
3. £ 1,575 + vat

Cllr Ball proposed to approve quotation No.1

Seconded by Cllr Marshall

Resolved: To approve quotation No. 1

JM

The preferred structural engineer for phase 2 of the extension and refurbishment of the Wades Centre.

The Clerk presented 3 quotations based on recommendations from the architect.

1. £1500 + vat
2. £975 + vat
3. £2432 + vat

Cllr Ball proposed to approve quotation No.2

Seconded by Cllr J coombs

Resolved: To approve quotation No. 2

SB

18. FUTURE AGENDA ITEMS

- Review of the Standing Orders
- Review of the Financial Regulations
- Review of the Employees Handbook
- Review of Employment policies

19. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 27th September 2022 at 7pm. to be held at The Princes Centre, Clifford Road, Princes Risborough. The Meeting closed at 8.50 pm.