



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 25th JULY 2023 AT THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH
AT 7.00 PM**

PRESENT

Cllr J Biss – Chair
Cllrs C Campbell, S Coombs, A Cross, I Parkinson, S Marshall, J Rampin, A Shipley, A Turner
Susanne Barter – Clerk to the Town Council
Jayne Mylchreest- Administration Officer
4 members of the public
Buckinghamshire Councillor Matthew Walsh

THE TOWN COUNCIL PRAYER

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllr Ball who had a work commitment and Cllr Frost who was on holiday and Cllr Hall who was unwell.

Resolved: To accept apologies from Cllrs Ball, Frost and Hall.

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 4TH JULY 2023

Resolved: To agree and sign as a correct record the minutes of the Town Council meeting on the 4TH July 2023

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 Turner declared a non-pecuniary interest in agenda item 14.

4. PUBLIC FORUM

A resident addressed the members regarding a proposal to install a tarmac bike pump track.

5. A REPORT FROM THAMES VALLEY POLICE

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

There are a few reports of drug dealing around the area so we are building up our intel around this.

We are still dealing with the ASB which is linked to the group that cause issues in Jasmine Crescent.

There is now a closure order on the address in Jasmine Crescent.

There are a few reports of speeding and we are looking at dates with an officer trained in using the speed gun.

We have held Have Your Say Meetings and are now working with yourselves to help advertise these as no one turned up to one of the events.

We are also getting a few referrals from action fraud about scams in the area so we are doing more Have Your Say events to give out scam prevention.

Cllr S Marshall proposed to invite the police to attend the next meeting in person.

Seconded by Cllr J Rampin.

All present agreed to invite the police to attend the next meeting in person.

JM

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

Cllr Walsh reported on the following: -

- Thames Valley Police meeting
- Road repairs
- Community Board meeting
- ASB

All present agreed for Buckinghamshire Councillor Matthew Walsh to invite Gideon Springer, Head of Community Safety Buckinghamshire Council, to an informal meeting with the Town Council and three ward members.

7. COUNCIL COMMITTEES HELD

To receive and note the minutes of: -

Finance Committee 27th June 2023 (draft)

Planning Committee 4th July 2023 (draft)

Town Committee 4th July 2023 (draft)

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

8. CORRESPONDENCE

An email has been received regarding parking issues at the local school

A resident has asked the Town Council for help with installing signs to help with the parking issues experienced outside their properties by parents of the local school.

All present agreed to reply that the Town Council will contact the school regarding an Action Day which Cllr Cross will attend and support. **JM/AC**

An email has been received regarding a tarmac bike pump track

A resident request that the Town Council install a tarmac bike pump track in Monks Risborough.

All present agreed to reply that Cllr Frost will prepare a written report on his findings when investigating a suitable location for a previous request and for the resident to be kept up to date. **JM/AF**

An email has been received regarding the Buckinghamshire Council (BC) Horns Lane public toilets

A resident would like to know if the Town Council is aware of the restricted hours of the public toilets and that if events are held, extensions to the opening hours have to be requested.

All present agreed to reply that the Town Council has already applied to BC for extensions to the opening hours at future planned events. **JM**

An email has been received regarding allotments

A resident would like to know the Town Council's thoughts on providing allotments.

All present agreed to reply that there are existing allotments locally with a short waiting list and a new site is due to be opened shortly, close by in Lacey Green. **JM**

9. A REPORT FROM THE MAYOR/DEPUTY MAYOR

Deputy Mayor Cllr Biss updated the members on the two events that she had attended.

10. TERMS OF REFERENCE

Cllr Coombs proposed to approve the recommendation from the Finance Committee to approve the Finance Committee Terms of Reference.

Seconded by Cllr Biss.

Resolved: to approve the recommendation from the Finance Committee to approve the Finance Committee Terms of Reference.

Cllr Cross proposed to approve the recommendation from the Planning Committee to approve the Planning Committee Terms of Reference.

Seconded by Cllr Coombs.

Resolved: to approve the recommendation from the Planning Committee to approve the Planning Committee Terms of Reference.

Cllr Marshall proposed to approve the recommendation from the Town Committee to approve the Town Committee Terms of Reference.

Seconded by Cllr Biss.

Resolved: to approve the recommendation from the Town Committee to approve the Town Committee Terms of Reference.

11. FINANCE

a) Cllr Biss proposed to approve an invoice from Windowflowers totalling £ 13,706 + vat for the summer flowers Seconded by Cllr Cross. Two Councillors abstained from the vote.

Resolved: To approve invoices from Windowflowers totalling £ 13,706 + vat for the summer flowers JM

12. TASK & FINISH GROUPS

i) Reports from the Quarter 3 Task & Finish Groups

a) Wades Centre Phase 2

The Clerk reported that the project is on schedule and was happy to take any questions.

b) Business Plan

Nothing to report as a meeting has not taken place.

c) Stratton Memorial Garden Phase 2

Nothing to report.

13. STRATTON MEMORIAL GARDEN

Cllr Biss proposed to amend Regulation No 4. (h) to allow the scattering of ashes in a designated area of the Stratton Memorial Garden, subject to Town Council approval.

Seconded by Cllr Turner.

Resolved: To amend Regulation No 4. (h) to allow the scattering of ashes in a designated area in the Stratton Memorial Garden, subject to Town Council approval. JM

Cllr Turner declared a non-pecuniary interest and took no part in the discussion or vote.

14. GRANT APPLICATION

Cllr Coombs proposed to approve the recommendation from the Finance Committee to approve the grant application from the Rotary Club of Princes Risborough for £250 towards the cost of providing a free Christmas lunch for the over 75's who live alone in Princes Risborough.

Seconded by Cllr Marshall.

Resolved: To approve the recommendation from the Finance Committee to approve the grant application from the Rotary Club of Princes Risborough for £250 towards the cost of providing a free Christmas lunch for the over 75's who live alone in Princes Risborough. JM

15. DATA PROTECTION POLICY

Cllr Biss proposed to approve the revised General Privacy Notice as recommended by the Data Protection Officer.

Seconded by Cllr Coombs.

Resolved: To approve the revised General Privacy Notice. JM

16. FUTURE AGENDA ITEMS

To approve the Annual Town Meeting minutes

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 LEGAL MATTERS AND THE PREFERRED SUPPLIER FOR A TRACTOR TRAILER

Cllr Biss 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.

Legal Matters

Wayleaves – Lease renewal of land at Icknield Way, Whiteleaf, Princes Risborough

Cllr J Biss proposed to approve the draft heads of terms for the proposed lease renewal for land at Icknield Way, Whiteleaf, Princes Risborough.

Seconded by Cllr A Turner

Resolved: To approve the draft heads of terms for the proposed lease renewal for land at Icknield Way, Whiteleaf, Princes Risborough. **SB**

Devolved Services Contract-

The Clerk gave an update regarding the existing contract with Buckinghamshire Council. The members fully support the Clerk in the current discussions in relation to trees.

Wades Centre –

The Clerk presented 3 quotations for work identified in the Asbestos survey

1. £ 1,500 + vat
2. £ 2,200 + vat
3. £ 2,225 + vat

Cllr Biss proposed to approve quotation No 1

Seconded by Cllr Marshall.

Resolved: To approve quotation No 1.

Trailer for Tractor

The Clerk presented 3 quotations

1. £ 2,350
2. £ 2,500
3. £ 2,595

Cllr Coombs proposed to approve quotation No 1

Seconded by Cllr Turner.

Resolved: To approve quotation No 1.

18. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 26th September 2023 at 7.00pm. to be held at The Princes Centre, Princes Risborough. The Meeting closed at 8.12 pm.