



**PRINCES RISBOROUGH TOWN COUNCIL  
MINUTES OF THE MEETING OF THE TOWN COUNCIL  
HELD ON TUESDAY 27<sup>th</sup> FEBRUARY 2024 AT THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH  
AT 7.00 PM**

**PRESENT**

Cllr A Ball – Chair  
Cllrs J Biss, S Coombs, A Cross, A Frost, G Hall, C Morgan, I Parkinson, S Marshall, J Rampin, N Rawsthorne, A Shipley, A Turner  
Susanne Barter- Clerk  
Jayne Mylchreest- Administration Officer  
4 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 Hall who had a work commitment and would be late.  
**Resolved: To accept apologies from Cllr Hall.**

**2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 30<sup>th</sup> JANUARY 2024**

**Resolved: To agree and sign as a correct record the minutes of the 30<sup>th</sup> January 2024.**

**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 Ball declared a non-pecuniary interest in Agenda item No 18, Young Citizen of the Year Award**

**Cllr S Coombs declared a non-pecuniary interest in Agenda item No 18, Citizen of the Year Award.**

**4. PUBLIC FORUM**

A resident addressed the Council regarding the Solar Panels at the Wades Centre.

**5. A REPORT FROM BUCKINGHAMSHIRE COUNCILLORS ON MATTERS CONCERNING PRINCES RISBOROUGH**

Cllr Walsh Sent his apologies as he had a prior commitment.

Cllr Turner reported on the following

- Budget update
- Communication to residents

Cllr Hall joined the meeting at 7.13pm.

**6. COUNCIL COMMITTEES HELD**

To receive and note the minutes of: -

Finance Committee [30<sup>th</sup> January 2024](#) (draft)

Commercial Services Committee [16<sup>th</sup> January 2024](#), 13<sup>th</sup> February 2024 (draft)

Events & P/R Committee [16<sup>th</sup> January 2024](#), [13<sup>th</sup> February 2024](#)(draft)

Planning Committee [6<sup>th</sup> February 2024](#) (draft)

Town Committee [6<sup>th</sup> February 2024](#) (draft)

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

## 7. CORRESPONDENCE

A letter of thanks has been received from the Princes Centre for the help and support given by the Town Council since its inception, which was read out by the Mayor Councillor Ball.

## 8. A REPORT FROM THE MAYOR/DEPUTY MAYOR

The Mayor updated the members on the event that he had attended.

## 9. TASK & FINISH GROUPS

Reports from the Quarter 3 Task & Finish Groups

- a) Business Plan  
Cllr Cross gave an update on the identified activities, strategic and objective aims and themes. He will circulate his notes to all members.
- b) Neighbourhood Plan  
Cllr Marshall reported that the group had not met.
- c) Climate and Environment Emergency Action Plan  
Cllr Parkinson reported that the group had not met.

## 10. FINANCE

Cllr Ball proposed to approve an invoice from Worknest at £5,022.94 + vat for the HR support Year 3  
Seconded by Cllr Turner.

**Resolved: To approve an invoice from Worknest at £5,022.94 + vat for the HR support Year 3** JM

## 11. GRANT APPLICATIONS

Cllr Rawsthorne proposed for the office to apply to the North West Chilterns Community Board and the National Lottery for grant funding for playground equipment.

Seconded by Cllr Turner.

**Resolved: To apply to the North West Chilterns Community Board and the National Lottery for grant funding for playground equipment.** CH

Cllr Rawsthorne proposed for the office to apply to the North West Chilterns Community Board for grant funding for Christmas Lights.

Seconded by Cllr Biss.

**Resolved: To apply to the North West Chilterns Community Board for grant funding for Christmas Lights.** KP

## 12. ANNUAL TOWN MEETING

Cllr Ball proposed that the Annual Town Meeting is in the same format as preceding years. He explained that this meeting is the only chance for residents to have their say openly, without time constraints, and question the Council on its achievements and aspirations for the coming year.

Seconded by Cllr Coombs.

**Resolved: That the Annual Town Meeting is in the same format as preceding years.** JM/S Boyle

## 13. MONKS RISBOROUGH PAROCHIAL CHARITIES

Cllr Hall proposed to approve the appointment of Dr Chris Trower as a trustee of the Monks Risborough Parochial Charities.

Seconded by Cllr Turner.

**Resolved: To approve the appointment of Dr Chris Trower as a trustee of the Monks Risborough Parochial Charities.** JM

## 14. EARLE MITCHELL PLAYING FIELD

Cllr Rampin proposed to hold a consultation with the residents on whether to reduce grass cutting on the slope of the Earle Mitchell playing field between the 2 football pitches to allow the flourishing of wildflowers and other plants to enhance biodiversity.

Seconded by Cllr Marshall.

**Resolved: To hold a consultation with the residents on whether to reduce grass cutting on the slope of the Earle Mitchell playing field between the 2 football pitches to allow the flourishing of wildflowers and other plants to enhance biodiversity.** KP

Cllr Hall wished it to be noted that he voted against the proposal.

#### **15. WADES CENTRE SOLAR PANELS**

Cllr Marshall proposed that the Crew Café should benefit from the power generated from the Solar panels.

Seconded by Cllr Rawsthorne.

The Clerk is requested to investigate as to whether a variation of contract is required for the Café to benefit from the power generated by the solar panels. The Clerk is also requested to report back to the Town Council at the next meeting with options for the councilors to decide on how to administer the Crew Café's benefit from the solar panels. SB

#### **16. COMMERCIAL PROPERTIES**

Cllr Marshall withdrew this agenda item.

#### **17. FUTURE AGENDA ITEMS**

To agree the date, time and duration of a consultation with the residents on the following projects

- Pétanque pitch
- Playground equipment
- Wildflower bed at the Earle Mitchell playing fields
- Business Plan

To receive a report from The Clerk regarding options on how the Crew Café may benefit from the Solar Panels at the Wades Centre and decide on the preferred option.

To agree to vire the amount of £5,675 from the mower budget 2024/2025 to a budget for new play equipment. (Cllr G Hall)

#### **18. 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) receive a report from Cllr Turner on a meeting with a tenant and decide on actions to be take
- b) discuss and decide on the nominations for the Citizens Awards
- c) discuss and decide on Legal matters
- d) discuss and decide on the preferred supplier for a ride-on mower

Cllr Frost 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 Coombs.

**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.**

#### Meeting with a tenant

Cllr Turner proposed to set up a repayment plan of £1400 per month until a debt is cleared within a maximum time period of 36 months to be reviewed at the end of August 2024.

Seconded by Cllr Parkinson.

**Resolved: To set up a repayment plan of £1400 per month until the debt is cleared, to be reviewed at the end of August 2024.** SB

Cllr Rawsthorne proposed that the Clerk reports the payments received each month to the Finance Committee.

Seconded by Cllr Parkinson

**Resolved: That the Clerk reports the payments received each month to the Finance Committee.** JM

#### Nominations for the Citizens Awards

##### a)

##### *Business of the Year Award*

Cllr Rampin proposed Three Chairs Barber and Bar.

Seconded by Cllr Ball.

**Resolved: To award Business of the Year to Three Chairs Barber and Bar.**

S Boyle

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

*Citizen of the Year Award*

Cllr Parkinson proposed the late John Coombs.

Seconded by Cllr Biss.

**Resolved: To award Citizen of the Year to the late John Coombs**

**S Boyle**

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

*Young Citizen of the Year Award*

Cllr Parkinson proposed Amelie Thomas.

Seconded by Cllr Biss.

**Resolved: To award Young Citizen of the Year to Amelie Thomas**

**S Boyle**

Legal Matters

Cllr Turner proposed to write to a resident to request that they reinstate the bank and fence within their own boundary as it appears that they have encroached on to the Town Council land.

The Town Council will expect a reply to the letter, sent by recorded delivery, within 10 days and the works to be completed within 3 months. Failure to meet either deadline will result in the Town Council seeking legal advice.

Seconded by Cllr Rampin.

**Resolved: To write to a resident to request that they reinstate the bank and fence within their own boundary as it appears that they have encroached on to the Town Council land.**

**The Town Council will expect a reply to the letter, sent by recorded delivery, within 10 days and the works to be completed within 3 months. Failure to meet either deadline will result in the Town Council seeking legal advice.**

**SB**

Ride on mower

The Estates Manager presented 4 quotations

- 1. New £19,950 + vat – trade in £8,000
- 2. Ex demo £ 18,445 + vat – trade in £8,000 5-year service plan £ 4,730
- 3. New £ 18,579 + vat – trade in £ 5,750 5-year service plan £ 5,123.86
- 4. New £ 18,975 + vat 5 -year service plan £ 2,181.65

Cllr Ball proposed to approve quotation No 2.

Seconded by Cllr Turner.

**Resolved: To approve quotation No 2 .**

**MR**

**19. DATE OF NEXT MEETING.**

The next meeting of the Town Council will take place on Tuesday 26<sup>TH</sup> March 2024 at 7.00pm. to be held at the Wades Centre, Princes Risborough. The Meeting closed at 9.15pm.