



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 30TH APRIL 2024 AT THE SPORTS HALL, WADES CENTRE, STRATTON ROAD, PRINCES
RISBOROUGH
AT 7.00 PM**

PRESENT

Cllr A Ball – Chair
Cllrs J Biss, S Coombs, A Cross, S Marshall, C Morgan, I Parkinson, A Turner
Susanne Barter- Clerk
Jayne Mylchreest- Administration Officer
7 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 Cllrs Frost and Rawsthorne as they were on holiday, Cllr Shipley who had a prior commitment and Cllr Hall who had a work commitment.

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

No apologies were received from Cllr Rampin.

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 26TH MARCH 2024

Resolved: To agree and sign as a correct record the minutes of the 26th March 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 Coombs declared a non-pecuniary interest in Agenda item no 13 as a member of St Mary's Lunch Club.

Cllrs Marshall and Parkinson declared a non-pecuniary interest in Agenda item no 16 as members of the Risborough Environmental Group.

4. PUBLIC FORUM

A member of the Risborough Environmental Group addressed the members on biodiversity road verge management and on agenda item no 16 to manage a small site for this purpose. Weed spraying was also referred to.

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

Cllr Walsh reported on

- Pot holes
- Weed spraying
- Economic Regeneration

6. COUNCIL COMMITTEES HELD

To receive and note the minutes of: -

Finance Committee [26th March 2024](#) (draft)

Planning Committee [2nd April 2024](#) (draft)

Town Committee [2nd April 2024](#) (draft)

Commercial Services Committee [9th April 2024](#) (draft)

Events & PR Committee [9th April 2024](#) (draft)

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

7. CORRESPONDENCE

None.

8. A REPORT FROM THE MAYOR/DEPUTY MAYOR

The Mayor and Deputy Mayor updated the members on the events that they had attended.

9. TASK & FINISH GROUPS

Reports from the Quarter 2 Task & Finish Groups

a) Business Plan

Cllr Cross reported that work is being carried out on the draft survey.

b) Best Kept Village Competition

Cllr Morgan reported that it was not practical to compete this year as it was too short notice but the group would like to continue in preparation to enter next year.

10. FINANCE

a) Cllr Coombs proposed to approve an invoice from P A Turney Ltd for a new mower at £ 10,445.00 + vat
Seconded by Cllr Biss.

Resolved: to approve an invoice from P A Turney Ltd for a new mower at £ 10,445.00 + vat

JM

Cllr Turner proposed to approve an invoice from SSE for electricity at the Wades Centre at £ 5,477.51 + vat
Seconded by Cllr Coombs.

Resolved: to approve an invoice from SSE for electricity at the Wades Centre at £ 5,477.51 + vat

JM

11. FINANCE RISK ASSESSMENT AND MANAGEMENT 2024

Cllr Turner proposed to approve the recommendation from the Finance Committee to approve the Finance Risk Assessment and Management 2024.

Seconded by Cllr Biss.

Resolved: To approve the recommendation from the Finance Committee to approve the Finance Risk Assessment and Management 2024.

JM

12. PROJECTS CONSULTATIONS

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

- Pétanque pitch

All present agreed to defer this item to the next agenda.

JM

- Playground equipment

Cllr Ball proposed to delegate the consultation to the office to administer.

Seconded by Cllr Cross.

Resolved: to delegate the consultation to the office to administer.

KP

b) Cllr Marshall proposed to hold a consultation on the management of the slope at the Earle Mitchell playing field on the 18th May 2024 with a gazebo on the Earle Mitchell playing field manned by Councillors. Cllr Marshall agreed to deliver a letter advertising the consultation to the residents of the Fields estate, The Avenue, Salisbury Close, New Road and surrounding area and to the library. The consultation is to be promoted on social media and the website. A deadline of the 3rd June 2024 was agreed for replies.

Seconded by Cllr Cross.

Resolved: to hold a consultation on the 18th May 2024 with a gazebo on the Earle Mitchell playing field manned by Councillors. Cllr Marshall to deliver a letter advertising the consultation to the residents of the Fields estate, The Avenue, Salisbury Close, New Road and surrounding area and to be available in the library. The consultation to be promoted on social media and the website with a deadline of the 3rd June 2024 for replies.

Cllr SM

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

13. MINOR GRANT APPLICATION

Cllr Turner proposed to approve the recommendation from the Finance Committee to approve the application from St Mary's Lunch Club for £250 towards venue hire.

Seconded by Cllr Marshall.

Resolved: to approve the recommendation from the Finance Committee to approve the application form St Mary's Lunch Club for £250 towards venue hire.

JM

14. BUSINESS PLAN

Cllr Cross proposed to adopt the five proposed strategic aims in the nascent Business Plan

1. Finance & Governance
2. Quality of Life
3. Civic Participation
4. Place
5. Environmental Sustainability

Seconded by Cllr Marshall

Resolved: to adopt the five proposed strategic aims in the nascent Business Plan above.

15. WEED SPRAYING

Cllr Marshall proposed not to undertake weed spraying in the parish.

Cllr Turner proposed to defer this item to the next agenda as Cllr Hall was not in attendance.

Seconded by Cllr Ball.

Resolved: to defer this item to the next agenda as Cllr Hall was not in attendance.

JM

Cllr Marshall declared a non-pecuniary interest in Agenda item no 16 as a member of the Risborough Environmental Group

Cllr Parkinson declared a non-pecuniary interest in Agenda item no 16 as a member of the Risborough Environmental Group

16. NATURE CONSERVATION AND DIVERSITY

After some discussion Cllr Marshall proposed to withdraw this agenda item. **All present agreed.**

17. FUTURE AGENDA ITEMS FOR JUNE 2024

To agree the date, time and duration of a consultation with residents on a pétanque pitch (Cllr Marshall)

To discuss and decide on whether the Town Council should undertake weed spraying in public areas of the town to be identified (Cllr Hall)

To discuss and decide in principle on identifying a suitable piece of land to manage for biodiversity purposes (Cllr Cross)

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 DISCUSS AND DECIDE ON THE PREFERRED CONTRACTOR FOR THE TOWN PLANTING AND WATERING

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 Biss.

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) Town planting and watering

The Clerk presented one quotation as other contractors were not able to quote for the specification to include watering.

1. £ 15,100 + vat

Cllr Turner proposed to approve quotation No 1

Seconded by Cllr Coombs.

Resolved: to approve quotation No 1

KP

b) Christmas Lights display 2024

The Clerk presented one quotation as other contractors were unable to provide a quotation

1. £ 17,282.50 +vat

Cllr Turner proposed to approve quotation No 1

Seconded by Cllr Coombs.

Resolved: to approve quotation No 1

KP

c) Mains chlorination for the Wades Centre

The Clerk presented 2 quotations as a third was unable to provide to provide a quotation

1. £ 975.00 + vat
2. £ 980.00 + vat

Cllr Turner proposed to approve quotation No 1

Seconded by Cllr Marshall.

Resolved: to approve quotation No 1

KP

Cllr Ball proposed to vire the amount from General Reserves as this is a health and safety issue.

Seconded by Cllr Biss.

Resolved: to vire the amount from General Reserves as this is a health and safety issue.

SB

19. DATE OF NEXT MEETING.

The next meeting of the Town Council will be the Annual Meeting of the Town Council and will take place on Tuesday 28TH May 2024 at 7.00pm. to be held at the Wades Centre, Princes Risborough. The Meeting closed at 8.06 pm.