



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 25TH JUNE 2024 AT THE BRUSHWOOD SUITE, WADES CENTRE, STRATTON ROAD,
PRINCES RISBOROUGH
AT 7.00 PM**

PRESENT

Cllr N Rawsthorne – Chair
Cllrs A Ball, J Biss, A Cross, A Frost, S Marshall, C Morgan, I Parkinson, J Rampin, A Shipley
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 Turner who had a prior commitment and Cllr Coombs who was unwell.

Resolved: To accept apologies from Cllrs Turner and Coombs.

No apologies were received from Cllr Hall.

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 28TH MAY 2024

Resolved: To agree and sign as a correct record the minutes of the 28TH May 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 N Rawsthorne reminded the members that they are personally responsible for ensuring that these declaration forms are complete, are kept up to date and that they should be submitted to the Monitoring Officer at Buckinghamshire Council through the office. This is a legal requirement.

Cllr Biss declared a non-pecuniary interest in Agenda item No 13 as a member of the Rotary Club of Princes Risborough.

4. PUBLIC FORUM

No members of the public had registered to speak.

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

Buckinghamshire Councillors Matthew Walsh and Alan Turner sent their apologies as they were unable to attend the meeting but asked if there were any questions for the members to email the Chair to be forwarded to them.

Questions raised by the members

- Update on housing developments in the parish
- Update on the land by St Mary's Church being included under the Devolved Services contract
- Update on the Archer speed strips and data information
- Update on road resurfacing programme including Berryfield Road
- Update on the repair of the Keep Left signs on the A4010

6. COUNCIL COMMITTEES HELD

To receive and note the minutes of: -

Finance Committee 28th May 2024 (draft)

Planning Committee 4th June 2024 (draft)

Town Committee 4th June 2024 (draft)
Events & PR Committee 18th June 2024 (draft)

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

7. CORRESPONDENCE

An email has been received regarding 39 High Street

A visitor to 39 High Street is surprised that smoking is permitted on the rooftop which she considers not to be well ventilated.

The Clerk updated the members that the issue has been resolved and the resident informed.

An email has been received from Red Kite Housing regarding tree maintenance

Red Kite Housing would like to gift a small orchard of trees to be planted on their land for the Town Council to take ownership and maintain.

Cllr Rampin proposed to reply that whilst the Town Council encourages biodiversity initiatives there are concerns regarding the cost of the ongoing maintenance, the impact on the maintenance team workload and working on land not owned by the Town Council. Therefore, the maintenance of the trees would have to be the responsibility of Red Kite Housing.

Seconded by Cllr Ball.

Resolved: to reply that whilst the Town Council encourages biodiversity initiatives there are concerns regarding the cost of the ongoing maintenance, the impact on the maintenance team workload and working on land not owned by the Town Council. Therefore, the maintenance of the trees would have to be the responsibility of Red Kite Housing.

It was further agreed for Cllr Marshall to liaise with Red Kite Housing on this project for discussion at a Town Committee meeting.

JM/SM

An email has been received from a trader regarding the Town Council's Severe Weather Policy

The trader has asked why there is nothing in the policy about thunderstorms.

Cllr Marshall proposed to include thunderstorms within the Severe Weather Policy.

Seconded by Cllr Shipley.

Resolved: to include thunderstorms within the Severe Weather Policy.

JM

An email has been received from a resident regarding making Risborough a dementia friendly place

The resident has asked to meet with a councillor to discuss the possibility of making Risborough a dementia friendly place.

Cllr Rampin proposed to reply to ask for clarification on the issues and ideas she would like to raise to enable a meeting to be arranged with Cllr Shipley to discuss further with the outcomes from the meeting to be discussed by the Town Committee.

Seconded by Cllr Shipley.

Resolved: to reply to ask for clarification on the issues and ideas she would like to raise to enable a meeting to be arranged with Cllr Shipley to discuss further with the outcomes from the meeting to be discussed by the Town Committee.

JM/AS

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

i) Reports from the quarter 2 Task & Finish Groups

a) Business Plan

Cllr Marshall reported that a consultation is being developed to be ready in time for festival week and will be discussed in further detail under Agenda item No 17.

b) Best Kept Village Competition

Cllr Rawsthorne reported that the Town Council would enter the 2025 competition.

ii) Task & Finish Groups for quarter 3

Cllr Rawsthorne proposed for 2 Task & Finish Group to be established for quarter 3.

Seconded by Cllr Ball.

Resolved: for 2 Task & Finish Group to be established for quarter 3.

Cllr Rawsthorne proposed the Business Plan Task & Finish Group for quarter 3.
Seconded by Cllr Ball.

Resolved: The Business Plan Task & Finish Group for quarter 3.

Cllr Rawsthorne proposed the Best Kept Village Competition Task & Finish Group for quarter 3.
Seconded by Cllr Ball.

Resolved: The Best Kept Village Competition Task & Finish Group for quarter 3.

10. FINANCE

a) There were no invoices over £5000.

b) The members had received detailed income and expenditure budget to date reports which were circulated to the members in advance of the meeting.

Cllr Rawsthorne explained the Income and Expenditure, cost centres and codes report to the members.

11. FINANCIAL REGULATIONS

Cllr Cross proposed to approve the recommendation from the Finance Committee to approve the revised Financial Regulations.

Seconded by Cllr Frost.

Resolved: To approve the recommendation from the Finance Committee to approve the revised Financial Regulations.

JM

Cllr Parkinson wished it be known that he abstained from the vote.

12. OLD BRITISH SCHOOL FOUNDATION

Cllr Ball proposed to approve the recommendation from the trustees to approve the accounts of the Old British School Foundation

Seconded by Cllr Shipley.

Resolved: to approve the recommendation from the trustees to approve the accounts of the Old British School Foundation

The Clerk is requested to send the minutes of the last trustees meeting to the members.

SB

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

13. MINOR GRANT APPLICATION

Cllr Ball proposed to approve the recommendation from the Finance Committee to approve the application from the Rotary Club of Princes Risborough for £250 towards the funding of the over 75's Christmas Lunch.

Seconded by Cllr Cross.

Resolved: to approve the recommendation from the Finance Committee to approve the application from the Rotary Club of Princes Risborough for £250 towards the funding of the over 75's Christmas Lunch.

JM

14. TERMS OF REFERENCE

Cllr Marshall proposed to approve the recommendations from the Planning, Town and Events & PR Committees to approve the Terms of Reference for the Planning, Town and Events & PR Committees.

Seconded by Cllr Frost.

Resolved: to approve the recommendations from the Planning, Town and Events & PR Committees to approve the Terms of Reference for the Planning, Town and Events & PR Committees.

JM

15. PROJECT CONSULTATION

Cllr Frost proposed to withdraw this agenda item.

Seconded by Cllr Rampin.

Resolved: to withdraw this agenda item.

16. LAND FOR A BIODIVERSITY PROJECT

Cllr Marshall proposed to withdraw this agenda item.

Seconded by Cllr Cross.

Resolved: to withdraw this agenda item.

17. BUSINESS PLAN

Cllr Rawsthorne proposed to agree the content of the Business Plan consultation questions previously circulated to the members and to delegate any minor amendments to be made by Cllrs Rawsthorne and Marshall with the office.

Seconded by Cllr Rampin

Resolved: proposed to agree the content of the consultation questions previously circulated to the members and to delegate any minor amendments to be made by Cllrs Rawsthorne and Marshall with the office. NR/SM/Office

Cllr Marshall proposed to advertise and distribute the Business Plan consultation questionnaire at the summer festival, through social media and Crosstalk.

Seconded by Cllr Cross.

Resolved: to advertise and distribute the Business Plan consultation questionnaire at the summer festival, through social media and Crosstalk. All CLLRS/KP/S Boyle

18. ANNUAL TOWN MEETING 2025

Cllr Rawsthorne proposed the 11th March 2025 as the date for the Annual Town Meeting 2025.

Seconded by Cllr Biss.

Resolved: The 11th March 2025 as the date for the Annual Town Meeting 2025.

19. RESULTS OF THE WILD FLOWER BED AT THE EARLE MITCHELL PLAYING FIELD CONSULTATION

The results of the consultation were as follows: -

600 consultation papers distributed

56 replies

55 votes in favour of the wild flower bed

1 against the wild flower bed

Cllr Frost proposed to reduce mowing in an area on the slope of the Earle Mitchell Playing Field to create a wild flower bed.

Seconded by Cllr Rampin.

Resolved: to reduce mowing in an area on the slope of the Earle Mitchell Playing Field to create a wild flower bed. MR

20. FUTURE AGENDA ITEMS

To discuss and decide on purchasing a memorial bench for the late Cllr John Coombs (Cllr Ball)

To discuss and decide on the preferred utility supplier (Cllr Rawsthorne)

21. 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 LEGAL MATTERS

Cllr Parkinson 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 Ball.

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

A local charity wishes to proceed with registering the land that is vested in Princes Risborough Town Council by virtue of article 53 of the Bucks Review Order 1934 and requests that the Charity's connection to the land be noted on the title to reflect the administration and management of the land by the Trustees.

The decision (minute 44/23(16)) agreeing to the Town Council registering the Monks Risborough Parochial Charities (MRPC) lands vested in the Town Council was made, providing that all costs were borne by the MRPC.

Cllr Cross proposed to approve the note of interest.

Seconded by Cllr Ball.

Resolved: to approve the note of interest.

SB

22. 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 30th July 2024 at 7.00pm. to be held at the Wades Centre, Princes Risborough. The Meeting closed at 8.24 pm.