



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 24TH SEPTEMBER 2024 AT THE BRUSHWOOD SUITE, WADES CENTRE,
STRATTON ROAD, PRINCES RISBOROUGH
AT 7.00 PM**

PRESENT

Cllr J Biss – Chair
Cllrs A Ball, A Frost, S Marshall, C Morgan, I Parkinson, A Shipley, A Turner
Kirsty Pope – Deputy Clerk
Cate Holloway- Bookings Officer
Matthew Walsh- Buckinghamshire Councillor
1 member of the public

THE TOWN COUNCIL PRAYER

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Deputy Clerk reported that apologies had been received from Cllr Cross who had a work commitment and from Cllrs Coombs and Rawsthorne who are both unwell.

**Resolved: To accept apologies from Cllrs Cross, Coombs and Rawsthorne.
No apologies were received from Cllrs Hall and Rampin.**

2. MINUTES OF MEETING OF FULL COUNCIL HELD ON 27TH AUGUST 2024

Resolved: To agree and sign as a correct record the minutes of the 27TH AUGUST 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.

None declared.

4. PUBLIC FORUM

No members of the public had registered to speak.

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

Buckinghamshire Councillor Matthew Walsh reported on the following-;

- **Buckinghamshire Council's consultation on Library Access, results of which to be published shortly**
- **Visit to High Wycombe CCTV control centre, date to be confirmed**
- **Response to high levels of rainfall in September**
- **National Planning Policy, impact on Buckinghamshire and Princes Risborough**
- **Cllr Ball requested an update on the suitability of the site for a commemorative bench**
- **Cllr Biss requested information about authorization of filming in the town**
- **Cllr Frost requested access to traffic/speeding data**

Cllr Walsh left the meeting.

6. COUNCIL COMMITTEES HELD

To receive and note the minutes of: -

Finance Committee 30th July 2024 ,27th August 2024 (draft)
Planning Committee 3rd September 2024 (draft)
Town Committee 3rd September 2024 (draft)
Commercial Services Committee 10th September 2024 (draft)
Events & PR Committee 10th September 2024 (draft)

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

7. CORRESPONDENCE

An email has been received regarding a community garden

A resident has asked if the Town Council would find and fund a piece of land so that he can help start a community garden.

The members noted that an area at the Barr Lane allotment site has already been designated for a community garden. Princes Risborough Charity manages this area and is actively seeking volunteers to assist with the garden's setup.

The office is requested to forward details on the Charity to the resident.

JM

An email has been received regarding the RAF Halton SPD Adoption Statement

Buckinghamshire Council has advised they have adopted the RAF Halton Supplementary Planning Document.

Noted

An email has been received regarding the WW2 memorial

A resident has offered to repolish and recolour the lettering on the memorial outside of the library in time for November.

All present agreed to accept the offer with thanks and to liaise with the Estates Manager. The office to notify the resident to arrange a meeting.

JM/MR

An email has been received from a local society

The Chiltern Society is working to restore the Whiteleaf Cross and should funding be available, would like to install an additional information board at the Stratton Memorial Garden where people can view the restored monument while learning about its history and significance.

All present agreed to the installation of an information board in the Stratton Memorial Garden to be located in a position agreed by the Town Council. The office to notify The Chiltern Society accordingly.

JM

8. A REPORT FROM THE MAYOR/DEPUTY MAYOR

Due to his absence, the Mayor's report will be provided at the next meeting. The Deputy Mayor had nothing to report.

9. TASK & FINISH GROUPS

i) Reports from the quarter 3 Task & Finish Groups

a) Business Plan

Cllr Marshall advised that with the publication of the Business Plan Consultation and evaluation of the results the task and finish group would not need to meet again until quarter one in the new year once budgets had been decided.

b) Best Kept Village Competition

Cllr Morgan reported that the group had not met this month

ii) Cllr Morgan proposed the Best Kept Village Competition Task & Finish group for Quarter 4,
Seconded by Cllr Biss.

Resolved: Best Kept Village Competition Task & Finish group for Quarter 4.

ii) Cllr Marshall proposed the Dogs and Parks Task & Finish Group for Quarter 4
Seconded by Cllr Ball

Resolved: Dogs and Parks Task & Finish Group for Quarter 4

10. FINANCE

a) The Deputy Clerk reported there were no payments over £5000 for approval.

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

Noted.

11. DEVOLUTION OF GREEN SPACE WITHIN PRINCES RISBOROUGH

Cllr Turner declared an interest in this item and withdrew from the debate.

Cllr Ball agreed to continue the devolved maintenance of green spaces in Princes Risborough from Buckinghamshire Council for a further two years until December 2026.

Seconded by Cllr Parkinson

Resolved: to continue the devolved maintenance of green spaces in Princes Risborough from Buckinghamshire Council for a further two years until December 2026. SB

12. THE EXTERNAL AUDIT ON THE ANNUAL RETURN FOR THE YEAR 20223/2024

The Auditors Certificate for the Annual Return year ended 31st March 2024 had been received. On the basis of the auditor's review, in their opinion the information contained in the annual return is in accordance with the Audit Commission's requirements and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Noted.

13. CCTV POLICY AND CODE OF PRACTICE

Cllr Biss proposed to adopt the CCTV Policy and Code of Practice.

Seconded by Cllr Turner

Resolved: to adopt the CCTV Policy and Code of Practice. SB

14. RISK SCHEDULE

All present reviewed the Risk Schedule, circulated to the members before the meeting for their consideration.

Cllr Turner proposed to approve the Risk Schedule as attached

Seconded by Biss

Resolved: to approve the Risk Schedule SB

15. DOGS ON LEAD IN THE STRATTON MEMORIAL GARDEN

Cllr Marshall proposed to accept the recommendation from the Town Committee to prohibit all dogs, excluding assistance dogs, in the Stratton Memorial Garden.

Seconded by Cllr Ball

Resolved: to accept the recommendation from the Town Committee to prohibit all dogs, excluding assistance dogs, in the Stratton Memorial Garden. JM

16. TO VIRE £510 FROM RESERVES FOR FOOTPATH REPAIRS AT WADES PARK

Cllr Marshall proposed to approve the recommendation from the Town Committee to vire £510 from Reserves for footpath repairs at Wades Park.

Seconded by Cllr Shipley

Resolved: to approve the recommendation from the Town Committee to vire £510 from Reserves for footpath repairs at Wades Park. SB

17. GRANT FUNDING FOR PLAYGROUND EQUIPMENT

Cllr Ball proposed to apply for grant funding for playground equipment to

- a) The National Lottery
- b) Sport England
- c) Kop Hill Charity Fund

Seconded by Cllr Biss

Resolved: to apply for grant funding for playground equipment to the above organisations CH

18. BUCKINGHAMSHIRE COUNCIL NATIONAL PLANNING POLICY FRAMEWORK CONSULTATION

Cllr Turner proposed that a response should be sent to confirm that due to insufficient time to thoroughly consider the consultation, the Council was unable to provide an adequate and formal submission. Seconded by Cllr Ball

The members felt that the six-week period, particularly during the holiday season, did not provide sufficient time for a comprehensive review of the subject matter.

Resolved: the Town Council to send a response based on the above comments. KP

19. FUTURE AGENDA ITEMS

To discuss and decide on the location and wording of a memorial bench for the late Cllr John Coombs

20. 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
a) THE PREFERRED PROVIDER OF INTERNAL AUDIT SERVICES FOR THE FINANCIAL YEAR 2024/2025
b) PROCEEDING WITH THE TERMS AND CONDITIONS FROM THE SOLICITOR FOR THE REGISTRATION OF FIVE PIECES OF LAND ON BEHALF OF THE MONKS RISBOROUGH PAROCHIAL CHARITY (MRPC)

Cllr Ball 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.

a) The Clerk presented 3 quotations for Internal Audit Services for the financial year 2024/2025

- 1. £ 1,520
- 2. £ 375
- 3. £ 240

Cllr Turner proposed to approve quotation 2 from the existing internal auditor

Seconded by Cllr Marshall

Resolved: to approve quotation 2 from the existing internal auditor

b) The Monks Risborough Parochial Charity

Cllr Turner proposed and agreed with the terms and conditions from the solicitor for the registration of five pieces of land on behalf of the Monks Risborough Parochial Charity. However, it was agreed that the fees would need to be paid for in advance by the Charity.

Seconded by Cllr Ball

Resolved: to agree to with the terms and conditions from the solicitor for the registration of five pieces of land on behalf of the Monks Risborough Parochial Charity. SB

c) Report on outstanding invoices from tenant to be deferred to next meeting in the absence of Cllr Rawsthorne.

21. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday 29th October 2024 at 7.00pm. to be held at the Wades Centre, Princes Risborough. The Meeting closed at 8.25 pm.