



## PRINCES RISBOROUGH TOWN COUNCIL

### MINUTES OF A MEETING OF THE COMMERCIAL SERVICES COMMITTEE HELD ON MONDAY 21ST OCTOBER 2024 AT 1.00 PM AT THE WADES CENTRE, STRATTON ROAD, PRINCES RISBOROUGH

#### PRESENT

Chairman Cllr S Marshall  
Cllrs A Cross, I Parkinson and N Rawsthorne  
Town Clerk - Susanne Barter  
Deputy Clerk - Kirsty Pope  
Bookings Officer – Tania Campbell  
In attendance Cllr S Coombs  
No members of the public were present.

#### 1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

None were received

#### 2. MINUTES OF THE COMMERCIAL SERVICES COMMITTEE MEETING ON THE 10<sup>TH</sup> SEPTEMBER 2024

**All present agreed to accept the minutes as a correct record.**

**Resolved:** To agree and sign as a correct record the minutes of the Commercial Services Committee meeting on the 10<sup>TH</sup> September 2024.

#### 3. DECLARATIONS OF INTEREST AND DISPENSATIONS

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and any relevant dispensations.

**None were declared.**

#### 4. PUBLIC FORUM

No members of the public were present.

#### 5. RESPONSES TO CORRESPONDENCE RECEIVED AT THE COMMERCIAL SERVICES COMMITTEE

An email has been received regarding the bi-fold doors in the Brushwood Suite

A future hirer of the Brushwood Suite (the Head of Technical and Manufacturing at Origin, the bifold doors in Brushwood Suite) has offered to service the doors in exchange for a potential reduction in the hire cost. The doors need a service and he has quoted £267 + VAT for call out fee.

**All present agreed that the Town Council does not allow the offset of the hire charge against services, but would be happy to pay for the service of the door separately.** TC

#### 6. WADES CENTRE

The bookings, which had previously been circulated to the members, were noted.

#### 7. MARKET HOUSE

The bookings having previously been circulated to the members were noted.

#### 8. COMMITTEE BUDGET

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

#### 9. ESTIMATES PROJECTS 2025/2026

Estimates for the next financial year 2025/2026 were considered, reviewed, and agreed for submission to the November Finance Estimates meeting of the Town Council.

**Resolved: To submit budget estimates to the November Finance Estimates Meeting.**

**10. FUTURE AGENDA ITEMS**

To be advised.

**11. DATE OF NEXT MEETING**

The date of the next meeting of the Committee is to be advised.

There being no further business the meeting closed at 2.45pm.

Chairman.....

Date .....