



PRINCES RISBOROUGH TOWN COUNCIL

MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 4th MARCH 2025 AT 7.00PM AT THE WADES CENTRE, STRATTON ROAD, PRINCES RISBOROUGH

PRESENT

Chair S Marshall, Cllrs J Biss, S Coombs, A Frost, N Rawsthorne

In attendance

Susanne Barter - Clerk

Kirsty Pope – Deputy Clerk

Jayne Mylchreest – Administration Officer

No members of the public

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Clerk reported that apologies had been received from Cllrs Morgan and Ball who had prior commitments.

Resolved: To note apologies from Cllrs Morgan and Ball.

No apologies received from Cllrs Hall, Turner, Cross and Shipley.

2. MINUTES

To agree the minutes of the Town Committee meeting held on the 4th February 2025 be signed as a true record.

RESOLVED: To agree the minutes of the Town Committee meeting held on the 4th February 2025 be signed as a true record.

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

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

Cllr Marshall declared a non-pecuniary interest in Agenda item No 5.2 as a member of the church group.

4. PUBLIC FORUM

No members of the public were present.

5. RESPONSES TO CORRESPONDENCE RECEIVED AT THE TOWN COMMITTEE

An email has been received regarding a tree at the Earle Mitchell playing field

A resident has observed that the red kites in the area are being fed which attracts the crows and magpies who eat the crab apples and end up in the neighbouring gardens. It is suggested that for this reason if the kites were not fed then the apples would not fall into the gardens and therefore there would be no need to fell the tree.

Cllr Rawsthorne proposed not to fell the tree as per the Town Council tree policy and the lack of available funds, however the issue will be kept under review.

Seconded by Cllr Marshall.

All present agreed.

The Maintenance Team will remove any fallen apples when it is feasible.

The office is requested to reply to the resident.

JM

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

An email has been received regarding use of the Market House

A local church group has requested permission to use underneath the Market House on Good Friday 18th April 2025 for up to 100 people at 11am. for an hour for an open-air service and would like to use the electrics for their sound system.

All present agreed to approve the request JM

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6. MAINTENANCE TEAM REPORT

See appendix 1

7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

a) There were no priority items in the Risk Assessment Report.

Cllr Frost reported that the noticeboard by Tesco's is in need of attention as condensation is forming preventing the notices to be read. **KP**

b) Speed watch – Cllr Frost reported that the project is still running.

8. A REPORT ON THE STRATTON MEMORIAL GARDEN INCLUDING A RISK ASSESSMENT REPORT

Nothing to report.

9. A REPORT ON THE PARKS, INCLUDING A RISK ASSESSMENT REPORT, AND A DECISION ON ACTIONS TO BE TAKEN.

The Deputy Clerk reported that the Annual Risk Assessment report that covers all the parks has highlighted high and medium risk issues.

Cllr Marshall proposed to proceed with the repairs according to priority and budget.

Seconded by Cllr Rawsthorne.

Resolved: to proceed with the repairs according to priority and budget.

The office is requested to obtain quotations for the repairs for consideration by the members at the next meeting. **KP**

Earle Mitchell Park

The Clerk reported that a resident has installed a new fence to protect a new hedge that has encroached on Town Council land.

All present agreed to contact the resident to request that they realign the fence behind a tree and confirm that they will remove the fence once the new hedge has been established.

The Town Council to review on an annual basis. **KP**

10. A REPORT ON THE THURSDAY MARKET

Nothing to report

11. 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.

12. FUTURE AGENDA ITEMS

To discuss and decide on the preferred contractor for playground equipment repairs.

13. 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 SERVICING THE JOHN DEERE TRACTOR

Cllr Marshall 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 Frost.

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.

The Clerk presented one quotation for the annual service of the tractor as two other companies either didn't respond or were unable to provide a quotation.

A quotation was received at £985 plus repairs.

Cllr Marshall proposed to approve the quotation.

Seconded by Cllr Biss.

Resolved: to approve the quotation. **KP**

14. DATE OF NEXT MEETING

The date of the next meeting of the Town Committee will be held on the 1st April 2025 at 7.00 pm and will be held at the Wades Centre, Princes Risborough, Buckinghamshire.

There being no further business the meeting closed at 8.57 pm.

Chairman..... Date **Page 09/25**

Appendix 1

Work Completed

- Park Safety Checks: Working through the annual risk assessment to keep parks safe.
- Sign Cleaning: Street and park signs cleaned for better visibility.
- St. Dunstan's Stream: Cleared out to prevent blockages and improve water flow.
- Lighting Column Numbers: Some columns numbered for easier maintenance tracking.
- Town Beds: General tidy-up to keep flower beds looking good.
- Hedge Work: Routine trimming, plus extra hedge cutting by a contractor at KGV Park, Stratton Memorial Garden and Wades Park.
- New Planters: Built and installed entry board planters to brighten up town entrances.

Training & Development

- Completed hedge cutter training x 1
- Attending a first aid course this month x 1