



PRINCES RISBOROUGH TOWN COUNCIL

MINUTES OF A MEETING OF THE TOWN COMMITTEE HELD ON TUESDAY 1ST APRIL 2025 AT 7.00PM AT THE WADES CENTRE, STRATTON ROAD, PRINCES RISBOROUGH

PRESENT

Chair S Marshall

Cllrs A Ball, J Biss, S Coombs, C Morgan, A Shipley,

In attendance

Susanne Barter - 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 Frost who was on holiday and Cllr Rawsthorne who had a work commitment.

Resolved: To note apologies from Cllrs Frost and Rawsthorne.

No apologies received from Cllrs Cross, Hall and Turner.

2. MINUTES

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

RESOLVED: To agree the minutes of the Town Committee meeting held on the 4th March 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.

None were declared.

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 had asked for a tree to be felled as the crab apples were ending up in her garden.

The Town Committee resolved at their last meeting that the tree would not be felled in line with policy.

The resident now wishes to pay £400 in instalments for the crab apple tree to be removed and a Rowan tree planted in its place.

All present agreed to reply that as required by our standing orders, the decision made at the last Town Committee meeting cannot be revisited for 6 months.

The Maintenance Team will continue to remove the apples and if the problem still persists it can be reviewed after the 6 months has elapsed.

KP

An email has been received regarding a fence that has been installed at the Earle Mitchell Playing Field

The resident has installed a fence to protect new hedgling plants which has enveloped a tree belonging to the Town Council.

The Town Council had asked the resident to re-site the fence so as not to include the tree.

The resident states that the tree is partially in their boundary and to re-route the fence would be costly and therefore seeks permission to leave the fence until the hedge has been established and then the fence removed.

All present agreed to reply that as required by our standing orders, the decision made at the last Town Committee meeting cannot be revisited for 6 months.
Therefore, the issue will be reviewed in October 2025. **KP**

An email has been received regarding a dog event

A company would like to hire one of the parks for a dog event in April to accommodate 50-60 dogs and 150-200 people with 30-35 stalls

All present agreed to reply that council elections are taking place on the 1st May 2025 and it would be advisable to attend the next Town Committee meeting on the 3rd June 2025 to speak in the Public Forum session with the newly elected Councillors. **JM**

An email has been received from a local organisation regarding play equipment and the tree at Duke St Gardens

The organisation would like to make a financial contribute towards the playground repairs and would like to be involved with replacing the tree at Duke St Gardens.

All present agreed to reply and thank them for their financial offer and suggest that they contribute towards an all-inclusive swing and cradle swings.

It was also **agreed** to suggest that the organisation attends a separate meeting in April 2025 with the Town Committee members to discuss the tree at Duke Street gardens in more detail. **KP**

An email has been received from a resident's association regarding no parking stickers

The association has asked that the Town Council provides and installs stickers on the lampposts in their area as cars are being parked half on the pavements.

All present agreed not to approve the request as there is a risk of damage to the lampposts but would suggest they contact the local church to discuss their issues. **JM**

An equipment loan request has been received

A local school has asked to borrow 10 gazebos for their summer fair on the 22nd/23rd July 2025

All present agreed to approve the request. **S Boyle**

An email has been received regarding flooding in Park Meadow

A resident has reported flooding issues to Buckinghamshire Council (BC) and the local MP.

The resident has asked that the Town Council helps in getting a response from BC.

All present agreed to reply that all the emails that have been sent to the Town Council will be forwarded to the 3 Buckinghamshire Councillors who are responsible and ask them to reply directly to the resident. **JM**

6. MAINTENANCE TEAM REPORT

The Clerk reported on the following:-

Bollards have now been installed at the Earle Mitchell playing field to stop quad bikes entering the park where the hedge is not adequate to prevent access by vehicles.

Grass cutting has commenced including Parks, Town Mow and Open Spaces Devolved Services

Play equipment risk assessment repairs.

7. TOWN MATTERS INCLUDING RISK ASSESSMENT REPORT

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

b) Speed watch – Cllr Frost was not present.

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 Clerk reported that the medium and high-risk issues highlighted in the Annual Risk Assessment report that covers all the parks continue to be addressed.

10. A REPORT ON THE THURSDAY MARKET

An application to attend the market has been received

A local flower shop owner has applied for a casual pitch

All present agreed to approve the request.

JM

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 receive a report on the Spinney development that shares a boundary with the Ragpit (Cllr Ball)

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 PLAYGRUND EQUIPMENT REPAIRS AND FENCE REPAIRS AT ST DUNSTAN'S PARK

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 Morgan.

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.

Playground Equipment Repairs Report

The Clerk presented 2 quotations as a 3rd contractor did not respond

1. £ 1,735

2. £ 3,156

Cllr Marshall proposed to approve quotation No 1.

Seconded by Cllr Ball.

Resolved: to approve quotation No 1.

KP

Fence Repairs at St Dunstan's Park

The Clerk presented 3 quotations

1. £ 2,145 + VAT

2. £ 2,850 + VAT

3. £ 2,229.17 + VAT

Cllr Marshall proposed to approve quotation No. 1.

Seconded by Cllr Biss.

Resolved: to approve quotation No. 1.

KP

14. DATE OF NEXT MEETING

The date of the next meeting of the Town Committee will be held on the 3rd June 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 7.55 pm.

Chairman.....

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