



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 29th JULY 2025 AT THE BRUSHWOOD SUITE, WADES CENTRE,
STRATTON ROAD, PRINCES RISBOROUGH
AT 7.00 PM**

PRESENT

Cllr M Walsh – Chair

Cllrs A Ball, J Biss, S Coombs, I Churchill, S Davis, I McLauchlan, C Morgan, I Parkinson, N Rawsthorne, A Turner
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 Clerk reported that apologies had been received from Cllr Frost, who was on holiday and Cllr Hall, who had a work commitment.

Resolved: To note apologies from Cllrs Frost and Hall.

2. MINUTES OF THE MEETING OF FULL COUNCIL HELD ON 24TH JUNE 2025.

Resolved: To agree and sign as a correct record the minutes of the 24th June 2025.

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

Cllr Coombs declared a pecuniary interest in agenda item No. 12

Cllr Davis declared a pecuniary interest in agenda item No.17 d.

4. PUBLIC FORUM

A resident addressed the members on matters concerning the proposed Princes Risborough relief road in the parish.

5. A REPORT FROM THAMES VALLEY POLICE

Thames Valley Police were unable to attend.

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

Cllr Walsh reported on the following: -

- Parking at The Mount car park and surrounding areas
- Road repairs
- Speeding

7. COUNCIL COMMITTEES HELD

To receive and note the minutes of: -

Finance Committee 24th June 2025 (draft)

Planning Committee 1st July 2025 (draft)

Town Committee 1st July 2025 (draft)

Commercial Services Committee 8th July 2025 (draft)

Events & PR Committee 8th July 2025 (draft)

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

8. CORRESPONDENCE

An email has been received on behalf of Buckinghamshire Council regarding a Statutory Consultation

A statutory consultation is to run from the 4th July to the 1st August for the introduction of 3 disabled parking bays within the parish. The Town Council is asked to respond.

Cllr Walsh proposed to reply that the proposal will add to the existing pressure on limited parking and there are concerns regarding the access for emergency vehicles.

Seconded by Cllr Davis.

Resolved: to reply that the proposal will add to the existing pressure on limited parking and there are concerns regarding the access for emergency vehicles.

JM

An email has been received regarding the proposed relief road

A resident has requested an update on the proposed relief road in Princes Risborough.

Cllr Walsh proposed to write to Buckinghamshire Council to ask them for an official update.

Seconded by Cllr Turner.

Resolved: to write to Buckinghamshire Council to ask them for an official update.

JM

An email has been received from a local group regarding a rake up party

The group would like permission to put up a poster at the Earle Mitchell playing field wild flower meadow to promote a rake up party to take place in August after it has been cut.

Cllr Ball proposed to approve the request on condition that the poster is amended from Risborough Town Council to Princes Risborough Town Council.

Seconded by Cllr Rawsthorne.

Resolved: to approve the request on condition that the poster is amended from Risborough Town Council to Princes Risborough Town Council.

KP

An email has been received regarding speeding in Princes Risborough

A resident has concerns regarding speeding in Princes Risborough and would like an update on his initial report, sent 3 years ago, on what has been explored.

All present agreed to reply that the Town Council will consider the installation of speed strips at the next Estimates meeting for the next financial year and will investigate a plan for monitoring speeding vehicles working in conjunction with the already established Speedwatch initiative.

JM

An email has been received regarding selling cakes in Wades Park

An email has been received from a resident who requests permission for her daughter to sell cakes and toys in Wades Park as they have set up a Just Giving webpage for WheelPower.

Cllr Walsh proposed to reply and congratulate her daughter for taking the time and effort to help raise funds for the cause. However, the members considered that Wades Park was not the appropriate location and suggested a pitch at the Thursday Market on the condition that a Food Hygiene Certificate is provided otherwise, just the toys would be able to be sold.

JM

9. A REPORT FROM THE MAYOR/DEPUTY MAYOR

The Mayor and Deputy Mayor updated the members on events they had attended.

Cllr Walsh informed the Council he had attended many events during festival week and the launch of Lighthouse and Cllr Churchill attended the Princes Centre AGM.

10. TASK & FINISH GROUPS

Reports from the quarter 2 Task & Finish Groups

Business Plan –

Cllr Walsh reported that the criteria for applying for Gold Status are being investigated. Members were requested to review the previous Town Council Business Plan, along with a draft of a suggested Business Plan, over the summer break, to make recommendations at the next Task & Finish Group meeting.

ALL

Best Kept Village –

It was reported that the group had not met.

Task & Finish Groups review-

It was reported that the group has held one meeting and has agreed on a set of recommendations to be presented to the Town Council at the next meeting.

11. FINANCE

- a) There were no payments over £5000.
- b) The members had received detailed income and expenditure reports to date, which were circulated to the members in advance of the meeting. **Noted.**

Cllr Coombs declared a pecuniary interest and took no part in the discussion or vote.

12. MEMORIAL BENCH FOR THE LATE COUNCILLOR JOHN COOMBS

Cllr Ball proposed that he meet on site with Cllr Walsh to agree on the exact location for the bench on the green sward on New Road near the fire station and provide the wording for the engraving on the bench.

Seconded by Cllr Morgan.

Resolved: Cllr Ball and Walsh to meet on site with Cllr Walsh to agree on an exact location on the green sward on New Road, near the fire station, and provide the wording for the engraving on the bench. **AB/MW**

13. TERMS OF REFERENCE

Cllr Parkinson proposed to approve the recommendation from the Commercial Services Committee to approve the Terms of Reference for the Commercial Services Committee.

Seconded by Cllr Turner.

Resolved: to approve the recommendation from the Commercial Services Committee to approve the Terms of Reference for the Commercial Committee.

14. VJ DAY

Cllr Walsh proposed holding an event to commemorate VJ Day at the Market House at 2:00 p.m. on 15th August 2025, including a two-minute silence. It was also proposed to request the assistance of Thames Valley Police with traffic management for the event. Seconded by Cllr Rawsthorne.

Resolved: to hold an event to commemorate VJ Day at the Market House at 2pm on the 15th August 2025, including a 2-minute silence and to request the assistance of Thames Valley Police with traffic management for the event.

Additionally, Cllr Walsh proposed the purchase of flagpoles and flags at a cost of up to £500.

Seconded by Cllr Rawsthorne.

Resolved: To purchase flagpoles and flags at a cost of up to £500

KP/S Boyle

15. WADES CENTRE

Cllr Parkinson proposed to establish a Task & Finish Group for quarter 4 to review the workings of the Wades Centre.

Seconded by Cllr Ball.

Resolved: to establish a Task & Finish Group for quarter 4 to review the workings of the Wades Centre. **JM**

16. FUTURE AGENDA ITEMS

To discuss and decide on the Task & Finish groups for quarter 4.

17. 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) DISCUSSION CONCERNING A LEASE

b) STAFF MATTERS

c) THE PREFERRED UTILITY SUPPLIER FOR THE WADES CENTRE AND STREET LIGHTING

Cllr Walsh 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 Rawsthorne.

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.

Staff matters

Cllr Turner proposed to appoint the candidate with the highest interview score for the Finance and Administration Officer Role.

Seconded by Rawsthorne.

Resolved: to appoint the candidate with the highest interview score for the Finance and Administration Officer Role. **SB**

The preferred energy supplier for the Wades Centre

The Clerk presented 3 of the most competitive quotations from the utility broker.

Cllr Parkinson proposed to continue with Yorkshire Gas and Power on a 12-month contract
Kwh prices (pence) for day rate 25.020 / evening rate 19.290 / standing charge 125

Seconded by Cllr Turner

Resolved: to continue with Yorkshire Gas and Power on a 12-month contract at the above rates.

KP

The preferred energy supplier for street lighting

This item was deferred as quotations were not available.

Cllr Davis left the meeting.

A lease

Cllr I. Parkinson proposed a 30% rent reduction for a period of three months, from July to September, to support a tenant during their transition between accountants. The proposal is conditional upon the tenant keeping their water bills paid up to date.

Seconded by Cllr Rawsthorne.

Resolved: a 30% rent reduction for a period of three months, from July to September, to support a tenant during their transition between accountants. The proposal is conditional upon the tenant keeping their water bills paid up to date.

The Clerk is requested to contact the Town Council solicitor to prepare the agreement.

SB

18. DATE OF NEXT MEETING.

The next meeting of the Town Council will take place on Tuesday, 30th September 2025 at 7.00pm. to be held at the Wades Centre, Princes Risborough. The Meeting closed at 7.55pm.