



## PRINCES RISBOROUGH TOWN COUNCIL

**MINUTES OF A MEETING OF THE TOWN COMMITTEE  
HELD ON TUESDAY 2nd DECEMBER 2025 AT 7.00 PM  
AT THE WADES CENTRE, STRATTON ROAD, PRINCES RISBOROUGH**



### PRESENT

Chair of the Town Committee – Cllr A Ball  
Cllrs J Biss, A Frost, S Coombs, M Walsh, S Davis and C Morgan  
Susanne Barter – Clerk  
Kirsty Pope – Deputy Clerk  
No members of the public

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

The Clerk reported that apologies had been received from N Rawsthorne and A Turner, who have work commitments.

**Resolved: To note apologies from Cllrs Rawsthorne & Turner**

**No apologies were received from Cllr Hall, Churchill and McLauchlan**

### 2. MINUTES

To agree the minutes of the Town Committee meeting held on the 4<sup>th</sup> November 2025 be signed as a true record.

**RESOLVED: To agree the minutes of the Town Committee meeting held on the 4<sup>th</sup> November 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.

Request from Monks Risborough Horticultural Society for a meeting to discuss their show next year and for volunteers to help.

The Monks Risborough Horticultural Society holds an annual show, which is a large community event. The Society asked whether the Council could provide assistance on the day and whether the hired marquee—unused on Sunday 2nd August—might be of use to the Council. The Chairman and Committee members expressed their interest in meeting with Town Council representatives to discuss opportunities and explore how they might work together in the future.

**All present agreed to invite them to a meeting with Cllrs Walsh & Ball.**

**MW/AB/KP**

Email request from a resident for the removal of a Tree in the Earle Mitchell Park

An email has been received regarding a continuous complaint that crab apples are being thrown into her garden and has asked the members to reconsider her request for the tree to be removed. The resident has received a copy of the town council's Tree Policy and is appealing under the section where a tree is located in an "inappropriate location"

**All present agreed that no new evidence had been provided and, in accordance with Standing Orders, previous decisions remain in force for six months.**

**KP**

## 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

b) Speed watch.

Cllr Frost updated members on the planned installation of archer strips as part of the 2026/27 budget.

Cllr Walsh proposed that a recommendation be made to the Finance Committee to increase the 2026/27 budget by £1,000 to provide archer strips outside the schools. Seconded by Cllr Frost.

**Resolved: A recommendation is made to the Finance Committee for the 26/27 Speedwatch budget to be increased by £1,000 to include additional archer strips.** SB

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

The office is requested to check the deeds regarding the fence and access gate along the boundary of the former Pembroke House. SB

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

One priority item was highlighted in the Risk Assessment Report, which has been dealt with by an external contractor.

## 10. A REPORT ON THE THURSDAY MARKET

Cllr Coombs confirmed that the vendor, who had previously been leaving his car in the High Street, has now removed it during trading hours.

## 11. COMMITTEE BUDGETS

Noted

## 12. ASSET OF COMMUNITY VALUE

Cllr Churchill was not present; therefore, no update was available. The committee agreed that the Clerk should complete the response using the information currently available SB

## 13. FUTURE AGENDA ITEMS

To discuss and decide on the maintenance work required on the Market House.

## 14. DATE OF NEXT MEETING

The date of the next meeting of the Town Committee will be held on 13<sup>th</sup> January 2026 at 7.00 pm and will be held at the Wades Centre, Princes Risborough, Buckinghamshire.

There being no further business, the meeting closed at 1930 hrs

Chairman..... Date .....

## **Appendix 1**

### **Maintenance Team report for November 2025**

- **Final grass cutting completed.**
- **Repairs carried out to park benches, including the bench in Wades Park**
- **Ongoing work on park risk assessments.**
- **Support provided for the Christmas lights switch-on.**
- **Support provided for Remembrance Day event**
- **Operative attended and successfully passed a chainsaw training course.**
- **Tree maintenance work at both Kite Meadows & Crescent**
- **Refresher training completed for both operatives**
- **Graffiti in KGV Park was removed and one item of equipment needed repainting**
- **Work on the streams is scheduled to begin within the next couple of weeks.**