

**MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON TUESDAY 31st MAY
2005 IN THE COUNCIL CHAMBERS AT 7 pm**

<u>PRESENT</u>	Councillor	H. Cadd	
		P. Collins	(Mayor)
		Mrs. P. Desorgher	
		D. R. Isham	
		R. Newell	
		Mrs. P. Stevens	
		P. Strain-Clark	
		R. Stuchbury	
	Town Clerk	Ms. P J Heath	
	In Attendance	Cllr H Mordue	

*In the absence of the Chairman Cllr Lehmann the Members **AGREED** that Cllr Collins should chair the meeting.*

APOLOGIES FOR ABSENCE

Apologies were received from Councillors R Lehmann, Ms R Newell, Mrs H Saul and Mrs McElligott (Committee Clerk)

113/2005 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

Cllr Cadd declared a personal interest on all items relating to the Royal British Legion.

114/2005 ELECTION OF CHAIRMAN

Proposed by Cllr P Strain-Clarke seconded by Cllr Stevens and **AGREED** that Cllr R Stuchbury should be Chairman of the Events Committee.

115/2005 ELECTION OF VICE-CHAIRMAN

Proposed by Cllr P Collins seconded by Cllr Isham and **AGREED** that Cllr Newell should be Vice Chairman of the Events Committee; Cllr Newell had indicated her willingness prior to the meeting.

116/2005 TO RECEIVE THE MINUTES OF THE LAST MEETING

Members accepted the minutes of the last meeting held on 11th April 2004, which were ratified at the Council meeting held on 25th April 2004.

117/2005 ACTION REPORTS AND UPDATES

117.1/2005 (99.1) River Rinse -

Members were informed that the Council had agreed the recommendation.

117.2/2005 (99.2) Bull Ring Planters – installation of summer planters

Members were informed that the planters are due to be delivered at the beginning of June. It was **AGREED** that a letter be sent to the traders via the market supervisor informing

them that the planters are not to be moved, and should they move them they would be liable for any cost arising from their replacement or damage. It was **AGREED** that the location of each planter would be marked on the ground.

117.3/2005 (99.3) Boules Contest

A copy of the letter received from AVDC Licensing Officer concerning the alcohol free bylaw was read to members. The letter stated that the by law could not be “put aside” and that the police retain the authority to stop the consumption of alcohol in the designated zone. It was **AGREED** to supply a copy of the letter to the Twinning Association.

117.4/2005 (101) Welcome to Buckingham Signs

The Members were read the emailed response from GOSE concerning the contents of the ‘Welcome to Buckingham’ signs. Members accepted the explanation as to why the “free parking” symbol could not be allowed under the criteria. Members discussed which should be retained “historic market town” or “ University of Buckingham”. After long discussion Members felt that, as the original idea had been the promotion of Buckingham and the markets, that aspect should be retained.

Proposed by Cllr Stevens seconded by Cllr P Strain-Clarke and **AGREED** by 5 votes to 0 with 2 abstentions the “Welcome to Buckingham” signs contain the words ‘Historic Market Town’ and that the ‘ Home of Buckingham University’ be removed from the design.

It was **AGREED** that the Town Clerk writes to the University explaining why this decision had been made and enclosing a copy of GOSE’s letter. It was **AGREED** the Town Clerk would obtain quotations for the new signs from County and also for a separate sign for the University.

ACTION THE TOWN CLERK

It was **AGREED** to request the E & P Committee to look at all the signage in the town

ACTION THE E & P COMMITTEE

117.5/2005 (104.2) Flower Trader

A letter from Mr Seal re the flower trader in Meadow Row was read to the meeting. As the trader is on private land he does not need a street traders licence. It was **AGREED** that the Town Clerk would write to the landlord.

Members commented on the curry van parked in the lay-by on Hunter Street, which does not appear to have a licence; the Town Clerk would check with AVDC.

ACTION THE TOWN CLERK

117.6/2005 (110) Buckinghamshire Times

Members were read the email response from Mike Donaldson of BCC concerning the content of “Buckinghamshire Times”. Mr Donaldson said the magazine covered the whole of the County and although space is extremely limited would include, when possible, items submitted by the Town Council.

It was **AGREED** that the Mayor and the Town Clerk would write to Mr Donaldson enclosing the original letter of complaint and a copy of the Town Map.

ACTION THE COMMITTEE CLERK/THE MAYOR

117.7/2005 Update on the entries for Buckingham in Bloom

Cllr Lehmann had already expressed his willingness to take photos of the business entries; it was agreed to accept the offer. The Judges would be the Mayor, Cllr Newell, Cllr Desorgher and the Advertiser; a list of all entries would be circulated at the beginning of July, the judging timetable to be agreed at that time.

117.8/2005 (109) VE Day – Royal British Legion for funding as offered

Members thanked the Royal British Legion for their hard work on the day and **AGREED** to pay the amount requested of £57.11.

Cllr Mordue arrived

117.9/2005 Remembrance Day

Members were informed that the parade had been included in the traffic order acquired by the Town Council. Concern was expressed that the barriers would have to be hired and there may be a problem of putting them out on the day and for the barriers to be manned; now a requirement of the order.

It was **AGREED**

- 1) To write to organisations in the town asking for volunteers to assist at events as barrier marshals.
- 2) Obtain costs of collapsible barriers and ascertain which designs would be acceptable to the police
- 3) Obtain cost of purchasing traffic bollards
- 4) Remind all councillors that they are expected to attend the parade and service 6 weeks prior to the event.

The Chairman would check the budget prior to the next meeting of the Council. It was agreed that “to review the budget” would be a standing item on the agenda

ACTION THE COMMITTEE CLERK/THE CHAIRMAN

118/2005 TO RECEIVE REPORTS ON THE MARKETS

118.1/2005 Street Market

Cllr Stevens reported that the Street Market was working well despite the national downtrend of no of traders and weekly turnover. In response to a question it was confirmed that the Council does not currently advertise the Market. It was **AGREED** to place a series of advertisements in a suitable publication. It was **AGREED** that regular meetings would be set up with the traders.

ACTION CLLR STEVENS/THE COMMITTEE CLERK

118.2/2005 Flea Market

The Flea Market was improving although concern was expressed that the resurfacing work started on 31st May would not be completed by Saturday; it was **AGREED** to claim for loss of income from AVDC should this happen.

118.3/2005 Farmers’ Market

Cllr Stevens informed members that recruitment had been undertaken in other Farmers markets in order to increase our core suppliers; it was **AGREED** to waive the criteria for proximity of the supplier to Buckingham in order to encourage those just outside the limits to attend. This limit having been the reason supplied by some traders for not attending.

118.4/2005 French Market

The French market will be on the weekend on 26/27 November – the company has undertaken to pay for the extra clean up and also to advertise the event.

119/2005 SE MARKET TOWNS AWARD –

Members felt that this should be a Council decision so recommended that it be placed on the next Council agenda and agreed to circulate the criteria prior to the meeting to enable members to have a few ideas as to what aspect could be used for the award.

ACTION THE TOWN CLERK

120/2005 CONTENT AND TIMING OF THE NEXT NEWSLETTER

Cllr Lehmann had indicated that he was unwilling to continue editing the newsletter. Members felt that as this was to promote the Council it should be an F & A Committee item.

Proposed by Cllr Collins seconded by Cllr Stevens and **RECOMMENDED** that the editing and production of the quarterly newsletters and the Annual Reports should come under the remit of the F & A Committee

121/2005 (90) SPLIT OF TRAFFIC ORDER EXPENDITURE

The Town Clerk asked how the Traffic Order cost of £1100 should be split between the events covered (Buckingham Music Festival, French Market, Charter Fair, Remembrance Parade, Christmas lights switch on, and Christmas Parade) it was agreed these should be pro-rata on the length of the order.

122/2005 CHRISTMAS LIGHTS

122.1/2005 (73) action re Lightfoot's quote on stored lights

Chairman explained to members that at the meeting held with the traders it had been stated that the Council would give the lights to the traders after they had been checked by an electrician. Quotations had been sort following minute no 73/2005 from 3 local companies, only one submitted a written quote, which allowed for an hourly rate due to the unknown quantity of the work. Members discussed the quote also the recommendation, which had been agreed at full council to give the traders up to £500 towards the installation of the lights.

Proposed by Cllr Cadd seconded by Cllr Isham and **AGREED** to negotiate with the company who submitted the quotation to undertake the work up to a total of £500, starting with the main displays. It was **AGREED** that the Caretaker be asked to assist by unravelling the entire festoon strings. The Chairman, Cllr Stevens, Cllr Isham, Cllr Cadd and the Mayor would meet with the traders once the lights had been checked to arrange the hand over and explain about the £500 towards the installation.

122.2/2005 (100) To report on the meeting with Blachere Wonderland held on 12/4/2005

The Town Clerk and Cllr Isham, who had represented Cllr Lehmann, reported on the meetings with Blachere representative and the installation team. Despite several request the quotation of 2005 installation had not been received prior to the meeting; this would be circulated to all members with budget costs as soon as it is available. A decision on additional lights would be made at the next Events Committee meeting. At the meeting the representative from Blachere had said that we owned the lights. The Clerk explained what she understood the position to be from previous discussions with the company, in that the

Council lease them for 3 years then purchase at cost; the representative has confirmed in writing that the Council own the lights.

Members queried why the pea lights were not working; the Clerk understood that the connecting wires had been removed but in the absence of Cllr Lehmann and the Committee Clerk was unable to inform members what action had been taken to reconnect them. It was **AGREED** the Chairman and the Town Clerk would establish the position and arrange to get the lights connected.

123/2005 (108) CHARTER FAIR – TO BEGIN ORGANISATION FOR 2005 EVENT

It was **AGREED** to arrange a meeting as soon as possible to discuss the new road orders and resulting costs.

124/2005 (56) PLANS FOR THE CIVIC OCCASION -THE TWINNING VISIT

The Members had a long discussion on the costing of the civic reception and the possibility of requesting the Twinning Committee and Town Councillors to pay for their tickets. Proposed by Cllr Collins seconded by Cllr Cadd and **AGREED** that Cllr Stuchbury, Cllr Mordue, and Cllr Isham be given designated authority to organise the Civic Reception for the visitors from Mouvaux on Sunday 6th November up to a net budget limit of £1500. The budget to include all aspects of the civic reception - hire of the hall, food, drink, and a gift to Mouvaux. They would also have designated authority to investigate and make recommendation to the Council on any contribution from the Twinning Association Members and the Town Councillors.

It was **AGREED** that for the length of the visit all pictures from Mouvaux would be displayed in the chamber and any memorabilia from the Twinning with other towns be removed.

125/2005 BONFIRE AND FIREWORKS DISPLAY

125.1/2005 details of the event

Members **AGREED** to run the event as is other years.

- PA BOOM be asked to do the display;
- St Johns asked to attend for a donation of £150;
- Army Cadets and Moretonville FC be asked to act as Marshalls and assist with the setting up for a donation of £200 each
- The Round Table be allowed to sell necklaces and bracelets in return for assisting with the set up and clean up on the Sunday
- The Lions be allowed to operate the barbecue
- Mr M Try be asked to supply and operate the PA system

125.2/2005 (96.2) update on the distribution of Fireworks Account money – Cllr. Mordue

Cllr Mordue informed members of the balance held in the Fireworks Account. It was **AGREED** that the money for 2004 display should be given to the children's charity Ali's Dream. At the next meeting members were asked to bring details of any suitable charity they wish the 2005 display to support. A decision would be made at that meeting and the charities publicised.

ACTION ALL COUNCILLORS

126/2005 (102) HANGING BASKETS

126.1/2005 BCC comments on the additional Baskets on London Road Bridge

Members were informed that the County Council had agreed that the London Road lampposts could be fitted with hanging basket brackets for the current year. The County Council is changing their procedures and in future permission would be required annually. In response to a query from the Clerk as to the brackets installation members **AGREED** that the Clerk should be given designated authority to get the brackets installed as soon as possible.

126.2/2005 news of the installation date

Members were informed that the Hanging Baskets were ready and could be installed. The Clerk queried the arrangements for the basket installation as the tendering companies had only been asked to supply and not fix. With the absence of Cllr Lehmann and the Committee Clerk it was not clear what arrangements had been made. Following a long discussion on the quotations and the misunderstanding generated from the wording it was **AGREED** that the Councillors would install the baskets themselves.

Proposed by Cllr Collins seconded by Cllr Cadd and **AGREED** that Cllr Stuchbury hire a vehicle for transporting the baskets and providing a platform for fixing the baskets up to a cost of £100. All Councillors be asked to assist on a suitable day starting early morning to avoid traffic problems.

The meeting was suspended for 5 minutes to allow Cllr Stuchbury to ascertain if he could hire a vehicle.

ACTION ALL COUNCILLORS

126.3/2005 Housing the Watering Machine

The watering machine had not yet arrived although the Town Clerk understood this had been booked. No arrangement had been made for storing the machine. It was **AGREED** that as a temporary measure the machine would be stored in the entrance lobby at night and chained to the letterbox outside during the day. Cllr Cadd agreed to ask Mr Scrase if the Villiers Hotel could store it.

ACTION THE TOWN CLERK/CLLR CADD

Cllr Mordue left the meeting

127/2005 (103) TO REVIEW SAVE MONTH 2005

In the absence of Cllr Newell and Cllr Loftus the Clerk informed members that the collection for the recycling had proved very popular and the Council had received requests to continue with the service. The Pedal in the Park had not been as successful with few people taking part; the future of this event will be decided at a later meeting.

128/2005 (105) UPDATE ON THE BIG BASH 2005

Cllr P Strain-Clark reported on the plans for the Big Bash it will cover a series of events from 23rd of July to 31st July. The Council has been asked to provide stewards for Saturday 30th July, all councillors being requested to assist; Cllr P Strain-Clark would draw up the rota.

129/2005 (106) REVIEW THE MUSIC FESTIVAL

Cllr P Strain-Clark reported on the Music Festival, which had taken place on Sunday 29th May. It had been a successful event with no problems or reports of trouble. The Whale Hotel had provided not only refreshments but also an electrical supply for the PSL barbecue. Chairs had been borrowed from AVDC and proved once again to be popular. The Chairman thanked Cllr P Strain-Clark for all his hard work. A collection for the Mayors Charity had been made at the event.

130/2005 (107) TO REPORT THE YOUTH CINEMA

Cllr Stuchbury informed members that the latest show “ Meet the Frockers” had been successful with about 84 people attending. It is hoped to have another show in July.

131/2005 CHAIRMAN’S ITEMS FOR INFORMATION

There were no Chairman’s items

Meeting closed at **9.50 PM**

CHAIRMAN DATE