

**MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON  
MONDAY 11<sup>th</sup> FEBRUARY 2008 AT 7pm**

<b><u>PRESENT</u></b>	Councillor	T. Bloomfield Mrs. P. Desorgher P. Hirons D. Isham A. Mahi H. Mordue R. Newell M. Smith Mrs. P. Stevens R. Stuchbury (Chairman)
	Co-opted member	Mr.M. Foster, Chairman, Buck'm Traders' Assoc <sup>n</sup> .
	Invited Guest	Miss S. Le, BTCV Officer
	Invited Guest	Miss L. Mahi
	Clerk to the meeting In Attendance	Miss L. Fahey, Deputy Town Clerk Mrs. K. McElligott

**APOLOGIES FOR ABSENCE**

Apologies were received from Councillor. H. Cadd.

**504/2008 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda

**505/2008 TO RECEIVE THE MINUTES OF THE LAST MEETING**

Members accepted the minutes of the last meeting held on 18<sup>th</sup> December 2007 which were ratified at the Council meeting held on 7<sup>th</sup> January 2008.  
There were no matters arising not dealt with below.

*Proposed by Cllr. Stuchbury, seconded by Cllr. Bloomfield, and **AGREED** to suspend Standing Orders to take item 6 next to allow Miss Le to address the meeting.*

**506/2008 (490.3) ENVIRONMENTAL EVENTS**

Miss Le discussed the new "Wildlife Events In Buckingham" leaflet of which 6,000 were printed. 3,500 copies will be distributed after half term to local primary and secondary schools including Maids Moreton. Some BTCV events fell within the Buckingham Summer Festival Fortnight and The Chairman suggested that Miss Le liaise with the Office. An update was received on the Otter spotting and further training meetings.

*Mr Foster & Cllr. Newell arrived.*

BTCV are working closely with Cllr. Newell in May for the Environment week and Cllr. Newell agreed to send information from previous years to Miss Le. The Chairman thanked Miss Le for coming.

*Miss Le left the meeting.*

*Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** to suspend Standing Orders to take item 5 next to allow Miss Mahi to address the meeting.*

### **507/2008 (497.5) ADVERTISE/PROMOTE THE MARKET**

Miss Mahi expressed that she wanted to help build Buckingham up to being more than a pass through town. An idea was to approach local pre-schools for involvement in designing and decorating eggs for an Easter egg hunt to be held within the Town. Contact TESCO and Budgens to see if they would sponsor the event and provide the eggs, this would improve the Retailers input. Miss Mahi said she would be happy to help any way she could. Cllr. Smith said Miss Mahi would be invited to the next Buckingham Economics Group meeting and Mr Foster invited her to the next Traders' Association meeting. The Chairman thanked Miss Mahi for coming and said to come back to the Committee with any further proposals.

*Miss Mahi left the meeting.*

*Proposed by Cllr. Stevens, seconded by Cllr. Isham, and **AGREED** to reinstate Standing Orders.*

### **508/2008 ACTION REPORTS AND UPDATES**

#### 508.1 (470.2) Finger Posts

*Cllr. Stuchbury declared a personal interest*

Before installing the Finger Post signage, a bracket is needed. The Committee agreed to source a local company to produce one.

Proposed by Cllr. Isham, seconded by Cllr. Newell and **AGREED** to ask Harris Bros of Maids Moreton to quote to provide a bespoke bracket.

**ACTION DEPUTY TOWN CLERK**

#### 508.2 (470.5) Display Board

Mr Foster requested more information on size and design of display board. Cllr. Mordue said he'd recently purchased an A-frame board, A2 in size for approx. £85. Mr Foster indicated that his bespoke board would be more expensive. Cllr. Mordue would check the current price.

**ACTION CLLR. MORDUE**

#### 508.3 (470.6) Art Show

The proposed art show dates were circulated with the Agenda. The Committee discussed the dates and agreed to remove 20<sup>th</sup> July from the list due to the BSFF Fun Day activities in the Town. A similar Art event runs in Oxford called "Art in Action" but Buckingham will not be to that scale. Mr Foster was flexible on dates and was happy to do one a month and would confirm dates with the Office. The Committee requested this exhibition to be promoted within the Buckingham Summer Festival Fortnight leaflet, the Plasma screen in the Council Chamber and on the "Buckingham UK" website via Mr Mark Gadd. Food and drink can be sold on the day, but selling alcohol was prohibited. Proposed by Cllr Smith, seconded by Cllr. Isham and **AGREED** to make the Art Show a Buckingham Town Council sponsored event.

**ACTION MR FOSTER / DEPUTY TOWN CLERK**

508.4 (490.1) Holocaust Memorial Day

Cllr. Newell reported that she had attended the Milton Keynes event with Cllr. Hirons. She informed Members that the Royal Latin School have indicated that they would like to participate in commemorating future Holocaust memorial days. It was also discussed and agreed that Buckingham Town Council will have a Holocaust Memorial Day in 2009.

508.5 (490.2) Plastic Bag Free Town

Cllr. Newell and Mr Foster would meet to discuss this in more detail. Cllr. Newell informed the Committee that many local retailers had stopped issuing customers with plastic bags. Mr Foster is looking into creating a "CANVAS" canvas bag. It was discussed and agreed that the Buckingham Town Council plastic bags would be given to the Market Traders for free and Shopmobility will also be given a box.

**ACTION DEPUTY TOWN CLERK / MAINTENANCE STAFF**

508.6 (490.3) BTCV/Environmental Events

Members discussed this under **506/2008**

508.7 (490.4) Second River Rinse

It was confirmed by Stowe Sub Aqua that the second river rinse would be held on Sunday 12<sup>th</sup> October 2008. Cllr. Bloomfield confirmed he was seeking sponsorship for skip hire costs.

**ACTION CLLR. BLOOMFIELD**

508.8 (490.9) Water Bowser

Bowser specifications were circulated with the Agenda. Following discussion proposed by Cllr. Bloomfield, seconded by Cllr Smith and **AGREED** to purchase the "Workman 180" electric bowser.

**ACTION DEPUTY TOWN CLERK**

508.9 (490.10) Summer Festival Fortnight

Notes of meeting with Dan Clucas from AVDC on 22<sup>nd</sup> January 2008 were circulated with the Agenda. The Chairman confirmed Cllr. David Thompson the Cabinet member for Leisure would be attending the 17<sup>th</sup> March Events meeting. Licences needed for 12/13 & 19<sup>th</sup> July, Dan Clucas, AVDC arranging. The Event will be held in the Town Centre not Chandos Park as last year. Cllr. Mordue would be holding a Mayor's Event on Saturday 19<sup>th</sup> July 2008 in the Community Centre. Any profits made will go to the Mayor's charity.

**ACTION DEPUTY TOWN CLERK / DAN CLUCAS**

508.10 (490.11) Youth Council / Youth Project

The Chairman reported to the Committee that he had received notification that the Senior School art project was proceeding. The display would be going up in the Buckingham Library after half term by our Maintenance staff. The subject of the art display is "People in the Community". The Committee discussed and agreed that invitations will be sent to the Heads of Schools and pupils involved in the project, County Councillors and the local newspaper.

**ACTION DEPUTY TOWN CLERK**

508.11 (494.2) Contract for Christmas Lights

The Contractor is aware that a further 3 year contract is being drawn up. We are awaiting a report regarding infrastructure and problems experienced when installing lights for 2007. The tree pea lights in the cattle pens have now been repaired. The Contractor would send through a report of his findings and the Committee agreed that an invoice would be sent to AVDC for additional work caused by their contractors. The Chairman thanked the Office for all their hard work in getting this resolved.

**ACTION DEPUTY TOWN CLERK**

*Mr Foster left the meeting.*

508.12 (496) Councillor Responsibilities / Shadow

The list was circulated with the Agenda. Cllr. Hiron agreed to attend the Buckingham Summer Festival Fortnight meetings when he could to assist the Chairman. Once updated, the list would be circulated.

**ACTION DEPUTY TOWN CLERK**

508.13 (499.1) Working with Planning Committee on Launch of Buckingham Plan

The Chairman is meeting Cllr. Whyte to discuss and would bring to next meeting.

**ACTION THE CHAIRMAN**

580.14 (499.2) Purchase basic portable shelter

The specification/Proforma Invoice was circulated with the Agenda. Following discussion proposed by Cllr. Desorgher, seconded by Cllr. Smith and **AGREED** that a shelter not in red would be purchased from 4229/301 with a budget of £600 .

**ACTION DEPUTY TOWN CLERK**

508.15 May Day – Thursday 1<sup>st</sup> May 2008

The May Day letters will go out inviting local schools to an event at the Church.

**ACTION DEPUTY TOWN CLERK**

508.16 Teddy Bears Picnic – Saturday 21<sup>st</sup> June 2008

The Teddy Bears Picnic will be held at the Church, and the Clerk will arrange contingency provisions in the event of inclement weather. The Members discussed and agreed the booking of the Marionette show.

**ACTION DEPUTY TOWN CLERK**

508.17 (479) Town Map, renewal of contract

A Member said that vast amounts of Councillor and Office staff time had been spent checking the numerous drafts of the Town Map. The map is now generated by computer and this is said to be causing the majority of the ongoing queries. Following discussion proposed by Cllr. Smith, seconded by Cllr. Bloomfield and **AGREED** to source an alternative supplier at the point of the contract expiring..

508.18 Buckingham in Bloom 2008

Invites would be sent to local schools with a theme, encouraging them to take part. The Committee discussed and agreed to remove the local Business category so that the £150 budget could be split into a 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize for schools, rather than two 1<sup>st</sup> prizes of £75 per category. Cllr. Newell / Office to discuss the theme.

**ACTION DEPUTY TOWN CLERK / CLLR. NEWELL**

**509/2008 (478) DISCUSS SPECIFICATION FOR HANGING BASKETS/PLANTERS**

The Chairman expressed his disappointment that the planters had now been vandalised three times. The Committee would look at ways of securing the planters in future. It was agreed that Cllr. Newell and Cllr. Bloomfield would liaise with the Office to discuss the specification of planters and hanging baskets.

**ACTION DEPUTY TOWN CLERK / CLLRS. NEWELL & BLOOMFIELD**

**510/2008 DISCUSS PROVISIONS OF AUDIO SERVICES FOR 2008 EVENTS**

Following discussion is was proposed by Cllr. Isham, Seconded by Cllr. Newell and **AGREED** to use existing contractor for 2008 Events.

*Mrs Mordue arrived.*

**511/2008 DISCUSS CIVIC TWINNING FUNCTION – SUNDAY 6<sup>TH</sup> APRIL 2008**

Members were informed of the details regarding the Civic Twinning visit on the 4<sup>th</sup> – 6<sup>th</sup> April 2008. The Civic Reception lunch would be held at the Buckingham Community Centre at 11am. As part of the Official speeches a presentation would be made to a “Friend of Buckingham” Mr B. Russell. The Chairman would discuss numbers and budgets at the next meeting.

*Cllr. & Mrs Mordue left the meeting.*

**512/2008 RECEIVE REPORT ON MEETING WITH MR & MRS HEYWOOD THAMES VALLEY POLICE**

The notes of the meeting were circulated with the agenda.

**513/2008 RECEIVE REPORT ON MEETING WITH THAMES VALLEY POLICE REGARDING CAR IN THE MARKET**

The notes of the meeting were circulated with the agenda.

**514/2008 (497) MARKETS**

Cllr. Stevens reported as follows:

514.1 Street Market

Income has dropped. Available pitches no longer have waiting lists and fewer people are taking up trading as a business.

514.2 Flea Market

This Market has been busy lately.

514.3 Farmers Market

Nothing to report

514.4 Continental Market

A French Market is being investigated for Band Jam in August 2008.

514.5 Discuss setting up a Sub Group

It was discussed by the Committee and Cllr. Stevens, Cllr. Smith and Cllr. Bloomfield agreed to become the Sub Group for the Market regarding promotion/income.

**515/2008 DISCUSS VIRING £150 FROM 301 BUDGET FOR PURCHASING ACCESSORIES FOR PORTABLE SHELTER**

The Committee discuss and agreed to purchase the £150 for accessories from 4229/301.

**516/2008 BUDGET**

Awaiting Precept minutes for final Budget figures.

**517/2008 PRESS RELEASES**

Buckingham & Winslow Advertiser would be publishing the vandalism caused to the Planters in the Bull Ring.

**518/2008 CHAIRMAN'S ITEMS**

The Chairman regretted to inform the Committee that the Town Crier had resigned with immediate effect. A letter of thanks had been sent from the Chairman.

Meeting closed at 9.30pm

CHAIRMAN ..... DATE .....