

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Tuesday 14th April 2009** in Room MB1 in the Masons Building, University of Buckingham, Hunter Street, Buckingham at 7pm.

Present: Cllr. R. Stuchbury – Chairman
Cllr. H. Cadd
Cllr. Mrs P. Desorgher
Cllr. P. Hirons
Cllr. D. Isham
Cllr. G. Loftus
Cllr. A. Mahi
Cllr. H. Mordue
Cllr. Ms. R. Newell
Cllr. M. Smith

Also present: Anne Wilson - Town Clerk
Chris Wayman – Deputy Town Clerk
Mr. M. Moyse – Buckingham Acoustic Club
Mr. R. Watkins – Buckingham Acoustic Club
Mrs. L. Watkins – Buckingham Acoustic Club

695/2008 APOLOGIES FOR ABSENCE

Members **AGREED** to note apologies from Councillor Bloomfield and Councillor Mrs. Stevens.

696/2008 DECLARATIONS OF INTEREST

Members **AGREED** to note that no declarations of interest were received.

697/2008 MINUTES

Members **AGREED** to receive the minutes of the Events Committee meeting held on the 23rd February 2009 and approved at Full Council on the 23rd March.

698/2008 ACTION REPORT

AGREED that Members noted the attached action report.

Members noted the correspondence from Waitrose and it was agreed that the Town Clerk contact the Manager in person. Members also noted that the Buckingham Bag Group are going to investigate biodegradable dog bags and will report back to the Committee.

Proposed by Cllr. Isham, seconded by Cllr. Hirons and **AGREED** to take Agenda Item 11.3 next and suspend Standing Orders.

Cllr. Mahi arrived during the next item

699/2008 MUSIC IN THE MARKET

Mr. and Mrs. Watkins and Mr. Moyses from Buckingham Acoustic Club gave an overview of how preparations are proceeding with the Music in the Market. The headline bands will be The Scholars and Red Bullets and a new stage will be used this year. It was requested that a Councillor attends to check for Health & Safety at noon and the Town Crier and Town Mayor also attend the event. Mr. Watkins also informed Members that Project Street Life would be unable to provide refreshments for the event. The Acoustic Club agreed to contact the Whiteheads to arrange transportation of the chairs from Chackmore Village Hall. Mrs. Watkins informed Members that leaflets will be inserted into the Buckingham & Winslow Advertiser the week before the event and that an advert would be placed in the same paper a fortnight before. The Acoustic Club also need details of the Town Council's insurance for the event and asked the Town Council to contact the Police etc. to inform them of the event. The Acoustic Club will also co-ordinate with Rockhopper for the event.

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

Proposed by Cllr. Isham, seconded by Cllr. Mordue and **AGREED** to **RECOMMEND** to Council that there is a collection for the Mayor's Charity at the Music in the Market.

Proposed by Cllr. Isham, seconded by Cllr. Cadd and **AGREED** to contact the Farmers Market to see if they wished to have a market on the day free of charge. The Town Clerk would contact new Farmers Market stallholders inviting them to the event free of charge as an introduction to Buckingham and hoping that they may attend the monthly market after this event.

[Deputy Clerk's note: The Farmers Market are unable to do a market to run concurrently with Music in the Market, however, stall holders from the Tuesday and Saturday markets are going to put a market on instead]

ACTION DEPUTY TOWN CLERK

Proposed by Cllr. Hirons, seconded by Cllr. Cadd, and **AGREED** to approach the Guides and the Round Table to see if they wished to provide refreshments between 12 noon and 6pm and if no charity organisation can be found to approach a commercial organisation

[Deputy Clerk's note: The 3rd Buckingham Scout Group are going to provide the refreshments for the Music in the Market]

ACTION DEPUTY TOWN CLERK

700/2008 MARKETS

700.1 Market Report

Members discussed in detail the report attached to the agenda.

Proposed by Cllr. Isham, seconded by Cllr. Mordue and **AGREED** to look at the issue of market rent collection.

ACTION TOWN CLERK

Proposed by Cllr. Isham, seconded by Cllr. Newell and **AGREED** by 7 votes to 2 that Buckingham Town Council do not intend to outsource the running of the markets however Cllr. Hirons and Cllr. Smith voted against this motion as they felt that that Members should only make this decision relevant to this moment in time.

Proposed by Cllr. Smith, seconded by Cllr. Isham, and **AGREED** that the Town Clerk look at all aspects of the markets and present a further report to the Committee. She was asked to circulate the original Markets Agreement with the next agenda.

ACTION TOWN CLERK

700.2 National Association of British Market Authorities (NABMA) Membership

Proposed by Cllr. Isham, seconded by Cllr. Hiron, and **AGREED** by 8 votes to 0 that Buckingham Town Council become members of NABMA at a cost of £318 per annum and receive the free Market Health Check for new members.

ACTION TOWN CLERK

Proposed by Cllr. Smith, seconded by Cllr. Isham, and **AGREED** that an officer of the Council attend the Street Trading Seminar on the 15th of June at a cost of £75 plus VAT. The Town Clerk was already attending the Local Councils Seminar on the 28th April in Lichfield.

ACTION TOWN CLERK

700.3 Market Subgroup

Cllr. Smith gave an overview of the entertainments in the market, including the possibility of Rockhopper attending some of the free weekends. However, there were still two free Saturdays at the beginning of August.

Proposed by Cllr. Newell, seconded by Cllr. Isham, and **AGREED** that the Town Clerk and the Chairman of the Committee review the Road Closure Order and make a decision on the best place for the Rockhopper to be situated with regard to health and safety.

ACTION TOWN CLERK AND CHAIRMAN

Proposed by Cllr. Isham and **AGREED** that the office facilitate all future meetings of the market sub-group due to confusion over the date of the last meeting.

Proposed by Cllr. Hiron, seconded by Cllr. Newell, and **AGREED** by 8 votes to 0 that the Jester be asked to perform one weekend in August and the Town Council to have a display on the other Saturday detailing the work the Council does

ACTION DEPUTY TOWN CLERK

700.4 Advertisement with Fed News

Proposed by Cllr. Hiron and **AGREED** to not progress with this until the NABMA Market Health Check has been conducted.

701/2008 YOUTH PROJECTS

701.1 Youth Drama Evening

The Chairman gave a brief description of the evening held on the 13th of March 2009. It was a success with the schools wishing to carry out another such evening next year.

Proposed by Cllr. Isham, seconded by Cllr. Mordue, and **AGREED** that the remaining budget be held over to the next financial year to conduct a similar project.

Proposed by Cllr. Isham, seconded by Cllr. Newell, and **AGREED** to do a press release on the project.

ACTION DEPUTY TOWN CLERK

Proposed by Cllr. Isham, seconded by Cllr. Smith, and **AGREED** that Cllr. Newell investigate a dance project involving the schools.

ACTION CLLR. NEWELL

701.2 Every Action Counts

Cllr. Newell gave a verbal report on the event; a lot of the ideas talked about at the event are already occurring in or around the Town. One idea arising from the event was to plant more fruit trees in the Town.

Proposed by Cllr. Hirons, seconded by Cllr. Isham, and **AGREED** that up to £200 be set aside to progress the planting of fruit trees in the town and try to link in with National Tree Week in November.

Members **AGREED** that Cllrs. Newell, Cadd and Hirons progress the idea and correspond with the schools.

ACTION CLLRS. NEWELL, CADD AND HIRONS

Members **AGREED** that the Town Clerk contact Buckingham Nurseries about donations of some trees or some sponsorship.

ACTION TOWN CLERK

701.3 Local Democracy Week

The Town Clerk had been in touch with John Bercow MP who has agreed to give a tour of the Houses of Parliament and engage in a question and answer session with young people if a coach can be arranged.

Proposed by Cllr. Hirons, seconded by Cllr. Isham, and **AGREED** that the Town Clerk contact the Buckingham & Winslow Advertiser to see if an article asking for sponsorship of the coach be included in the paper and saying that we support Local Democracy Week.

ACTION TOWN CLERK

Cllr. Mordue informed Members that whilst in Mouvaux on the twinning visit that members of The Buckingham School expressed a wish for a Youth Council for the Town. The Town Clerk confirmed that this would be a good thing for Buckingham.

Members **AGREED** to **RECOMMEND** that Full Council investigate other activities for Local Democracy Week. The Town Clerk suggested that young people be invited to meet with the Mayor in his civic regalia to give them the opportunity to ask about his role and that of Councillors or to go into school assemblies.

702/2008 FAIR TRADE TOWN

Cllr. Ms. Newell reported on the changes and updates since last year.

Proposed by Cllr. Isham, seconded by Cllr. Newell, and **AGREED** that new businesses in the town are written to, to let them know that we are a Fair Trade Town and encouraging them to sell/use Fair Trade Goods.

Members **AGREED** that Cllr. Newell write a letter to the paper to detail the work of the town and the Town Council on the matter of Fair Trade, the letter to be signed by herself as Vice Chairman of the Town Centre and Events Committee

ACTION CLLR. NEWELL

Cllr. Loftus left the meeting

703/2008 PARKING

703.1 Coach Parking

The Chairman informed the Committee that AVDC are looking to change the planning conditions on the land at the Total Garage so they offer free lorry and coach parking.

Members **AGREED** that once this has gone ahead letters will be written to Stowe Landscape Gardens and the Old Gaol to inform them that there is coach parking provision in the town.

ACTION DEPUTY TOWN CLERK

703.2 Town Centre Parking

The Chairman informed Members that a meeting regarding car parking had taken place with AVDC. Councillors Smith and Stuchbury had attended with the Town Clerk. AVDC officers will attend a meeting of the Full Council outlining their position.

704/2008 TRADERS ASSOCIATION

Proposed by Cllr. Isham, seconded by Cllr Hirons and **AGREED** to amend the wording of the co-option of a named member of the Traders' Association, currently Mr Foster, and replace it with the inclusion of any member of the Traders' Association, to be selected by the Association to try and assist with their attendance at meetings.

ACTION DEPUTY TOWN CLERK

Members **AGREED** to take Agenda item 15 next

705/2008 HANGING BASKETS AND PLANTERS

Members **AGREED** to allow Cllr. Newell and Cllr. Bloomfield to decide how we should proceed in with the hanging baskets and planters into the next financial year and report back to the committee.

ACTION CLLRS. NEWELL AND BLOOMFIELD

706/2008 TOWN GUIDE

Proposed by Cllr. Cadd, seconded by Cllr. Isham and **AGREED** to defer this item until after the meeting with the Traders Association on April 16th.

707/2008 EVENTS

707.1 May Day Celebration

Members noted that Page Hill School will be taking part in the celebrations

707.2 Rifle Brigade Freedom Parade

Cllr. Mordue updated the committee on the arrangements.

Members **AGREED** that Town Council Staff would set up the road barriers and make arrangements regarding the flagpole.

ACTION MAINTENANCE STAFF

Members **AGREED** that the Town Clerk would write, on behalf of the Town Mayor, to invite Councillors to the event.

ACTION TOWN CLERK

707.3 Music in the Market

Discussed under minute number 699/2008 above.

707.4 Teddy Bears Picnic

Members noted that the Marionettes had been confirmed

707.5 Buckingham Summer Festival

The Chairman updated the committee on progress since the last meeting. A budget will be coming to the next committee meeting.

707.6 Band Jam

The Chairman gave a brief verbal report.

707.7 Councillor Cover

Members were asked to look at their diaries and see if they were available to help at any of the events and to contact the office.

708/2008 ROYAL BRITISH LEGION

Members noted the notes from the meeting held with the British Legion on the 31st March 2009.

Members **AGREED** to send a letter to both the Chairman and the Vice-Chairman of the Royal British Legion to progress matters raised at the meeting on the 31st March 2009.

709/2008 COMPETITIONS

709.1 Market Towns Award

Proposed by Cllr. Mordue, seconded by Cllr. Isham and **AGREED** to enter the Market Towns Award Competition

709.2 Best Kept Village Award (Tindal Cup)

Proposed by Cllr. Mordue, seconded by Cllr. Isham and **AGREED** to enter the Best Kept Village Award (Tindal Cup)

710/2008 TOWN CENTRE SIGNAGE

Proposed by Cllr. Mordue, seconded by Cllr. Isham and **AGREED** that the Chairman or Town Mayor and the Office would make a decision on the position of the Town Centre Signage.

ACTION TOWN CLERK AND CHAIRMAN

711/2008 BINS IN THE TOWN CENTRE

The Chairman gave a brief report about complaints he had received.

Members **AGREED** to write to AVDC asking them if they wish to update the street furniture in the Town Centre and in many cases replace the bins with larger receptacles.

ACTION DEPUTY TOWN CLERK

712/2008 BARRIERS

Members **AGREED** that the Town Clerk look into advertising the availability of using the Town Council barriers for other organisation’s events.

ACTION TOWN CLERK

713/2008 BUDGETS

Members noted the budget figures. Cllr. Stuchbury reported that a fuller set if figures would be available at the next meeting.

714/2008 NEWS RELEASES

Members **AGREED** that a large press release be issued covering the whole of the events for the summer.

ACTION DEPUTY TOWN CLERK

Members **AGREED** that the Town Clerk write a press release be issues with regard to the Deputy Town Clerk obtaining Certificate in Local Council Administration (CiLCA)

ACTION TOWN CLERK

715/2008 CHAIRMAN’S ANNOUNCEMENTS

There were no Chairman’s Announcements

Signed Date
Chairman