

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 8th February 2010** in Room MB1 in the Masons Building, University of Buckingham, Hunter Street, Buckingham at 7.05pm following the public session.

Present: Cllr. P. Hirons
Cllr. D. Isham
Cllr. A. Mahi
Cllr. M. Smith
Cllr. R. Stuchbury Chairman

Also present: Ms. T. Lightfoot Buckingham Traders' Association
Mrs. J. Page Buckingham Traders' Association

For the Town Clerk: Mrs. K. McElligott

850/09 Apologies for Absence

Apologies were received and accepted from Cllrs. H. Cadd (Mayor), T. Bloomfield, R. Newell (Vice Chairman) and Mrs. P. Stevens

851/09 Declarations of Interest

There were no declarations of interest for items on the agenda at this point.

852/09 Minutes

The minutes of the Meeting held on Monday 14th December 2009 ratified at Full Council on 11th January 2010 were received and accepted.

853/09 Action List

853.1 (713.2) Charter Fair – removable bollards in the High Street.
The letter received from the Showmen had been copied to AVDC with a covering letter.

853.2 (713.5) Christmas Lights
AVDC had responded, indicating that the installation of the tree was left as late as possible to reduce the likelihood of vandalism, and that their contractor was supposed to install barriers.

Members noted that the tree had been installed on the Wednesday with no barriers round it, and dressed on the Thursday without a plug connection on the wires. AVDC had been contacted on both days. In order to have a lit tree on the Saturday Cllr. Try had been obliged to install the necessary connections, and for H&S reasons this Council had put barriers round it. A response would be sent and copied to the Cabinet member.

ACTION COMMITTEE CLERK

853.3 (556) Band Jam - to receive another letter from Mrs. Baxter

Members discussed the letter, and the statement made by Mrs. Baxter at the preceding Public Session. Members refuted the accusation that the Council was promoting alcohol consumption.

There are a number of sports clubs in the town, who have youth coaching facilities, and it was felt that the Council should not encroach on this; it should organise events which did not overlap with other provision. A response would be sent listing the Town Council events, and recommending that she take up the coaching suggestion with AVNSC.

853.4 (717) Bridge Street Feeder Pillar

The pillar had been installed but not, as yet, the connection cable for the proposed lights. Lights could be ordered when the bill for repair to the High Street pea lights had been paid.

854/09 Waitrose sponsorship

Mr. Kimber had not had confirmation from his superiors and was unable to confirm if any sponsorship would be possible this year. It was agreed that any action necessary would be carried out by the office and reported to the Committee.

855/09 Traders Association

855.1 Report from the Traders Association

a) The Association was concerned about the introduction of parking charges and the move of most of the long-stay parking out to Stratford Road and Western Avenue. Concern had been expressed that both of these were a long walk from the town centre, and there was no safe pathway to Stratford Fields. There was also the fear that parking charges would lead to cars being left in residential roads close to the town centre or on the area round the church.

Both of these would be pointed out in any discussions or correspondence with AVDC.

ACTION TRADERS ASSOCIATION

Suggested solutions to the lack of parking were:

- a second storey at Cornwalls Meadow (expensive, and unsightly)
- an s106 condition on the expansion plan at Tesco, London Road, to provide a shuttle bus to the town centre from their car park.

b) A new version of the shopping brochure was in hand.

c) Two maps had been installed, but nothing had been heard from AVDC re the siting of the other three, at Western Avenue, behind Waitrose and at the bus stop.

COMMITTEE CLERK TO CHASE

d) The Christmas events programme had been successful and the Association was looking to launch Christmas 2010 with a weekend of events to include the Christmas Lights switch-on and Sunday trading.

e) Mr. Bercow had offered his rooms for a charity function – the Traders had thought one to support the Old Gaol would be suitable; they would organise this.

f) Following the 5yearly assessment, many business rates had doubled. This could have a serious effect on the viability of the shops in town, and took no account of the recession. The matter could be taken up with the economic group and information sought from AVDC.

855.2 (583.3) Report on the regulation of A-boards

The Association would point out to traders that it was difficult for mobility scooters and prams to negotiate the pavements with the number of boards and signs on them. If there were any boards still forming an obstruction by the end of the month the Council had designated authority from Highways to remove them.

Mrs. Page and Ms. Lightfoot left the meeting

856/09 Markets

856.1 Report on the Markets

The report had been circulated with the agenda.

The proposed fee collection for the street market was agreed, with the addition of a clause enforcing the display of the trader's name and contact details.

A reported incident in the market requiring police attendance had been discussed with the Flea Market trader involved; Members agreed the recommendation to take no further action.

Only 4 traders had attended the February Farmers' Market; one regular had illness in the family and may not be able to attend for some time. One trader had indicated that they would not be attending this year. No reason for the absence of the other stalls was known.

Members suggested that the traders be approached to see if they were willing to attend for the whole day; and they would be asked to hand out the leaflets when available at the other markets they attended.

856.2 (710.3) To receive the market revenue analysis compared with national figures supplied by NABMA

Circulated with the agenda and noted.

856.3 (710.4) To discuss the use of promotion of the markets, including a monthly advertisement for the Farmers Market

Costs circulated with the agenda and **AGREED**.

856.4 (710.6) Information from NABMA on the health issues relating to lack of toilet provision.

Food traders should provide handwashing facilities themselves but this did not resolve the toilet problem, especially in the early morning.

Proposed by Cllr. Smith, seconded by Cllr. Isham, and **RECOMMENDED** that the Council seek a meeting with AVDC to include an Environmental Health officer to discuss the impact on the markets of not having toilet facilities for traders and customers conveniently nearby.

856.5 (539.8) Current bookings of the charity space in the Saturday market.

6th March Fairtrade; 27th March Old Gaol; 8th May Church Holiday Club

Noted.

856.6 Request from Mr. Pelling, flower trader, to stand on the Bull Ring on February 14th, Valentine's Day (a Sunday) and Mr. Proctor, flower trader, for Mothering Sunday.

AGREED

857/09 Event Reviews

857.1 (713.1) Buckingham in Bloom 2009 – to receive a report from the Vice Chairman.

Cllr. Newell had asked for this to be postponed in her absence.

The Chairman undertook to settle a date for the presentations.

ACTION THE CHAIRMAN

857.2 (713.1) Fruit tree planting at The Buckingham School and in the park

The Royal Latin School would also like fruit trees (unspecified type and form) – the Clerk to contact Cllr. Newell for more details.

ACTION THE CLERK/CLLR.NEWELL

An area at the bypass end of Bourton Park had been agreed as suitable for fruit trees: a selection of apple and pear trees, with possibly a walnut. Clerk to source suitable trees and compatible varieties.

Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **AGREED** to allocate up to £150 from the Youth Budget (301/4094) for these trees.

857.3 (713.4) Remembrance Parade – Report on a meeting with the Royal British Legion

The report had been circulated with the agenda.

Members agreed that a meeting should be arranged with the new Rector as soon as convenient to discuss the 2010 arrangements.

The Mayor would be asked to send a letter to the RBL County Association covering the concerns voiced about their organisation of the Road Closure Order and the lack of communication with the local branch about the detail of implementation.

ACTION THE CLERK/THE MAYOR

858/09 Forthcoming Events

858.1 (542) Pancake Race

Cllr. Bloomfield had organised press coverage; the Town Clerk was buying tortillas for tossing as these were more substantial than pancakes.

Cllr. Isham, and possibly Cllr. Stuchbury, would be available on the day, from 12.30 in Bourton Park. The Mayor and Town Crier were also booked to attend. Cllr. Hirons was arranging for the church bell to be rung to start proceedings.

858.2 May Day celebration:

Cllr. Stuchbury would be able to attend. The Clerk would write to all the schools to remind them, and see if the Owlswick Morris were available.

ACTION THE CLERK

859/09 Tourist Information Centre

The Chairman had circulated his thoughts on how the Committee would work with the Tourist Information Centre after the Town Council took over its funding; the funding per se would be the remit of the F A & P Committee.

Much of the work of the TIC was bounded by the requirements of Tourism South East, and there were already targets and reporting structures in place. Mutual promotion of events organised by various entities besides the Council was sensible as was a similar service agreement to that currently agreed with AVDC.

Proposed by Cllr. Stuchbury, seconded by Cllr. Hirons, and **RECOMMENDED** that the Council appoints 2 Members to work with the TIC management so as to be familiar with the needs of the TIC by the time AVDC funding ceases [six months notice of this is required].

A monthly list of all events in the town, from May onwards, was suggested, to follow a standard layout to be agreed by the Communication Group, A4 folded into 3, to be placed in the hotels and other appropriate places as well as the TIC and BTC offices.

Proposed by Cllr. Stuchbury, seconded by Cllr. Mahi, and **AGREED** that

- (1) a donation be made to each Cadet organisation of £175 for helping at the 2009 Bonfire & Fireworks
- (2) that the balance in this budget (301/4202) be allocated to the production of the Events leaflet.

860/09 Buckingham Summer Festival and Buckingham Festival Fortnight

860.1 Buckingham Summer Festival

The Chairman and Town Clerk would meet the representatives of the Summer Festival the following week to discuss the format in light of the withdrawal of AVDC funding.

Members felt that there need only be one brochure in which sponsors could take advertising space to save money, and that local printers and AVDC's printers could be asked to quote.

The Committee needed to know what commitments had been made already and what the cost of sponsorship for individual events was.

860.2 Buckingham Festival Fortnight

It was noted that the Fortnight clashed with Silverstone Grand Prix (11th July) and the 75th anniversary celebrations of The Buckingham School (projected for 16th – 18th July), which could fragment the audience for the Fun Day.

The Rotary were running a sponsored cycle ride though Buckingham, to finish at Stowe, on the 11th, and hoped to have a band and other attractions to accompany the event. Members were happy to support this.

The Chairman would be meeting with The Buckingham School to discuss their celebrations and report to the next meeting.

861/09 (545) Buckingham Community Wildlife Project

Deferred to next meeting in the absence of Cllr. Newell.

862/09 (713.2.2) Insurance Claim, Charter Fair

A further letter had been received from the claimant. Members referred the matter to the F A & P Committee.

ACTION F A & P COMMITTEE

863/09 Youth Projects

863.1 To receive an update from the Chairman
An event had been arranged, and the Community Centre booked, for 11th June 2010, to comprise a photographic exhibition, a dance programme and a drama production.

863.2 (721.2) To receive an update on a dance project from Cllr. Newell
Postponed.

863.3 To consider whether to hire a synthetic ice rink, and if so, when.
The Clerk was asked to obtain costs for a summer and winter hiring.

864/09 Path Walking Event

The responses from other organisations contacted were noted. Organisation of the event was deferred to the next meeting.

ACTION MARCH AGENDA

865/09 Quotations and costs

865.1 To discuss requirements and agree that the office should seek quotations/costs for

- i) planters (summer and winter)
- ii) bin or skip provision/litter clearance after the May and August music festivals
- iii) skips for the River Rinses
- iv) removal of road signs etc for the Charter Fair
- v) post-Fair litter clearance
- vi) entertainment for the Teddy Bears Picnic & Community Fair
- vii) Sealed Knot appearance at the Bonfire & Firework Display

865.2 To agree that sponsorship from businesses be sought as usual for hanging baskets and agree a price to charge

AGREED that the Clerk should organise all the above, liaising with Councillors as necessary.

866/09 Pateman Memorial Tree and bench, and the cannon

To receive a report on their condition and consider if any maintenance is required.
Members suggested that the Community Service workers could be set to paint the bench and apply oil to the gun carriage.

ACTION TOWN CLERK

Members were also reminded that the verge at North End Court should also be covered with snowdrops next month, courtesy of this Committee

867/09 Flower Festival

To receive an invitation from St Peter & St Paul’s Church to take part in a Flower Festival June 25th – 28th.

Cllr. Newell had expressed an interest in taking part.

Members agreed that if Cllr. Newell could give the Committee an idea of the costs involved by the March meeting, Members would discuss a budget source.

868/09 Various Events

To discuss and agree the sending of letters after Precept to all event colleagues with details of the budget agreed, road closure cost to be deducted, etc.

AGREED

869/09 To receive for information:

869.1 Theatre in the Village Promoters Evening Tuesday 23rd March 2010 at Bledlow
Members noted the information, but none wished to attend.

869.2 Public Art in Aylesbury Vale

The Clerk had submitted a list of public art in Buckingham for inclusion on the website, details of which had been circulated with the agenda. Members suggested the topiary mouse should be included.

It was noted that the map was so inaccurate as to be worthless; AVDC would be notified.

The otters in Bourton Park need maintenance work.

ACTION E & P COMMITTEE

870/09 Budgets

Postponed to the next meeting.

The Clerk would check if the invoice for PA Services had been received.

ACTION MARCH AGENDA

871/09 News releases

None were agreed.

872/09 Chairman’s Items

The notification of the 2010 Best Kept Village Competition had arrived that day. The Clerk would prepare the submission.

873/09 Date of the next meeting:

Monday 29th March 2010

Meeting closed at 10.10pm

Signed Date
Chairman