



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, CORNWALLS MEADOW,
BUCKINGHAM. MK18 1RP

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Town Clerk: Mr. C. P. Wayman



Dear Sir/Madam,

A meeting of the Town Centre & Events Committee of Buckingham Town Council will be held on **Monday 6th December 2010** in Room MB1 in the Masons Building, University of Buckingham, Hunter Street, Buckingham at 7.00pm.

Mr. C.P.Wayman
Town Clerk

Please note that the Town Centre & Events Committee meeting will be preceded by Public Question time in accordance with Standing Order 1.2, which will last for a maximum of 15 minutes

AGENDA

1. **Apologies for Absence**
Members are asked to receive apologies from members.
2. **Declarations of Interest**
To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Parish Councils (Model Code of Conduct) Order 2001.
3. **Minutes**
To receive the minutes of the Meeting held on Monday 18th October 2010 ratified at Full Council on 15th November 2010. **Copy previously circulated**
4. **Action List** **Appendix A**
To receive action reports and updates
5. **Markets**
5.1 (481.)To receive information requested on how other councils handle parking provision for their market traders. **TC/38/10**
5.2 To hear that the traders still trading on the Farmers Market have been asked to merge with the Street Market Traders until a strategy can be formed.
5.3 To receive the 2010 Christmas Market Advert and agree any action. **Appendix B**
6. **Hanging Baskets and Buckingham in Bloom**
6.1 Hanging Baskets
To receive a verbal report from Cllr. Bloomfield regarding hanging baskets.
6.2 Planting at the Welcome to Buckingham Signs.
To note the progress on this project so far. **TC/39/10**



- 7. Budgets**
- 7.1 (347.1) To note the Committee Budget. **Appendix C**
- 7.2 (347.2) To note earmarked reserves. **Appendix D**
- 7.3 To agree the Precept budget for 2011/12 **Appendix E**
- 8. Charter Fair**
- 8.1 Charter Fair De-brief meeting 2nd November 2010.
To receive notes on the Charter Fair de-brief. **Appendix F**
- 8.2 Charter Fair Contract.
- (484.3) To receive the draft Charter Fair contract with Nicholls Amusements for the years 2012 – 2015 which will increase in line with RPI (Retail Prices Index). **Appendix G**
- 9. Event Dates for 2011**
- (221.3) To receive the dates of next year's Buckingham Town Council events and agree any action. **Appendix H**
- 10. Update on the Fair Trade Steering Group**
- To receive an update from Cllr. Newell.
- 11. Traders Association**
- (344) To receive a report from the Traders Association.
- 12. Freedom Parade 15th March 2011**
- To receive a verbal update report from Cllr. Mordue on the progress of this event.
- 13. Forthcoming Events**
- 13.1 Buckingham Christmas Parade and Community Fair 11th December 2010
To hear the progress of this event from the Chairman.
- 13.2 Pancake Race – 8th March 2011.
To receive a verbal report from Cllr. Bloomfield regarding the arrangements for this event
- 13.3 Events Week – 18th – 25th June 2011.
To receive a verbal report from the Chairman regarding the first meeting of the Working Group of the Events Week.
- 14. Event Reviews**
- 14.1 Buckingham Bonfire and Fireworks 6th November 2010.
To receive a verbal report from Cllr Mahi and the Chairman.
- 14.2 Remembrance Parade 14th November 2010.
To receive a verbal report from the Chairman, which will include a recommendation to add an extension to the Traffic Order in the Buckingham Town Council Road Closure Order to ensure the removal of vehicles in time for the parade to arrive.
- 14.3 Buckingham Christmas Light switch on and Carol Service 27th November 2010 6pm.
To receive a verbal report from the Chairman on this event and agree any action.
- 15. Tourist Information Centre**
- 15.1 To receive reports of any matters arising and agree any action.
- 15.2 (351.2) To receive notes of a meeting on 1st December 2010 at 2pm between the Town Clerk, Deputy Town Clerk and TIC representatives to discuss financing and the way forward, and to note the figures and make recommendation to the Finance, Administration and Personnel Committee if Members feel it is appropriate. **To be circulated on the night**
- 15.3 (490.3) To hear that the plaque which states the support of the Town Council had been ordered as per minute number 490.3 and has been received by the Deputy Town Clerk.

16. Youth Council

(352.1) To hear a verbal report from Cllr. O'Donoghue on the progress of the Youth Council.

17. Youth Projects

17.1 (353.2) To receive notes on the meeting of Wednesday 24th November 2010 regarding arrangements for next year's collaboration between the Cllr. Lisa O'Donoghue, Deputy Town Clerk, The Buckingham School and the Royal Latin School. To commit £1,000 from next years' budget to this project. **Appendix I**

17.2 (350.2) Local Democracy Week 22nd October 2010

To hear a verbal report from the Chairman regarding this event, discuss the dates for next year, 11th – 17th October 2011 and agree planning for next year's events and decide any action.

18. Twinning

18.1 To receive a letter from the Buckingham Twinning Association regarding the Civic Visit which will take place on Friday 1st July to Sunday 3rd July 2011, which requests that Buckingham Town Council host a Civic Lunch in the Community Centre. **Appendix J**

18.2 To agree and commit a budget to this event and agree that the Chairman and Deputy Town Clerk make arrangements.

19. Correspondence

19.1 To receive a letter from Mr Lionel Weston requesting permission to place posters for the Buckingham Community Pantomime on top of the Christmas Parade signs. **Appendix K**

19.2 To receive a request from Street Market Stall holder Mr Andy Pelling of A.J.Plants to stand with his stall on the Bullring on 23rd & 24th December 2010. **Appendix L**

19.3 To receive a letter from Mr. Geoff Geen regarding a request to trade on Thursday 23rd December 2010 and agree a response. **Appendix M**

19.4 To receive an email from Simon Webb regarding his intention to arrange a holiday activity in Bourton Park on Tuesday 12th April 2011 from 2pm – 4pm. **Appendix N**

19.5 To receive an email from Mr. Stephen Powell from Oakgrove School in Milton Keynes regarding a request for space on the Street Market **Appendix O**

19.6 To note information on events AVDC are planning in 2011. **Appendix P**

19.7 To receive a letter of thanks to the Town Council from Mr. Colin Armstrong, Chairman of the Royal British Legion. **Appendix Q**

20. News Releases**21. Chairman's Items**

22. Date of the next meeting: Monday 31st January 2011

Cllr. T. Bloomfield – Vice Chairman

Cllr. H. Cadd

Cllr. P. Hirons

Cllr. D. Isham

Cllr. A. Mahi

Cllr. R. Stuchbury - Chairman

Cllr. W. Whyte

Cllr. H. Mordue

Cllr. Ms. Newell

Cllr. L. O'Donoghue

Cllr. M. Smith - Town Mayor

Cllr. P. Stevens