

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 11th July 2011** in the Town Council Chamber, Cornwall's Meadow, Buckingham at 7.30pm following the Extraordinary Meeting.

Present: Cllr. T. Bloomfield – Vice Chairman
 Cllr. H. Cadd
 Cllr. P. Hirons
 Cllr. D. Isham
 Cllr. A. Mahi
 Cllr. L. O'Donoghue
 Cllr. M. Smith - Town Mayor
 Cllr. R. Stuchbury - Chairman

In attendance: Mrs A. Simonds Deputy Town Clerk
 Liz Campbell Committee Clerk

Also in attendance:
 Ms. D. Bottomley AVDC

180/11 Apologies for Absence

RESOLVED to receive apologies from Cllr. Mrs. G. Collins, Cllr. Whyte, Cllr. Ms. R. Newell.

181/11 Declarations of Interest

There were no declarations of interest at this point.

182/11 Minutes

RESOLVED to accept the minutes of the meeting held on 23rd May 2011 and ratified at Full Council on 27th June 2011, subject to changing the wording of minute 64/11 to "service level agreement".

183/11 Action List

Members noted the Action List. Cllr. Smith asked for an update on progress with the fingerpost installation, and it was **AGREED** that this would be prioritised for action.

ACTION GREEN SPACES MANAGER/DEPUTY TOWN CLERK

184/11 Markets

184.1 The Deputy Town Clerk reported that there were a number of vacancies for stalls because casual stall holders had been reluctant to pay the increased charges, and she had asked the Market Toby to enforce payment by stall holders.

It was **AGREED** that the Deputy Clerk would obtain costs for the production of signs advertising the market, and would report them to a future meeting. Cllr. Stuchbury suggested that we ask Winslow to take a sign as a reciprocal arrangement for Buckingham Town Council advertising their market.

ACTION DEPUTY TOWN CLERK

184.2 Cllr. Smith reported that he was planning to meet with Mr Nick Phillips from Ngage Solutions on a separate issue. The Deputy Town Clerk reported that she had researched the situation of farmers' markets in general, and it appeared that those run by parish councils were struggling, but that those run by specialist companies were doing well.

It was **AGREED** that the Deputy Town Clerk would join Cllr. Smith at the meeting, with a view to securing funding to restart the Buckingham Farmers' Market.

ACTION CLLR SMITH/DEPUTY TOWN CLERK

185/11 Buckingham in Bloom

185.1 Cllr. Bloomfield gave an update on progress with the competition. He reported that he and other volunteer Councillors had been touring Buckingham to locate well-kept gardens, but he said that this had been extremely time-consuming, and changes to these arrangements would be needed for next year's competition. It was **AGREED** that the Deputy Town Clerk would bring a report on this year's competition to a future meeting for review.

ACTION EVENTS ASSISTANT

185.2 Cllr. Bloomfield reported that there had been widespread praise from local residents for this year's hanging baskets, which were seen to be far superior to those of last year. Other councillors present echoed his sentiments. It was **AGREED** that the Deputy Town Clerk would be delegated to negotiate a rolling contract for the next 2-3 years with the Town Council's current supplier, and bring a proposal back to the next meeting.

ACTION DEPUTY TOWN CLERK

Clerk's note: the legalities of the tendering process would be looked into and the Deputy Town Clerk would bring the most competitive tender back to the Committee.

Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **AGREED** that Standing Orders and agenda order be suspended to allow Deborah Bottomley (Youth Development Officer, AVDC) to address the meeting.

186/11 AVDC Olympic Countdown Event

Ms Bottomley outlined the activities to be run in Buckingham on Sunday July 24th, and asked for feedback from Councillors. She brought along copies of promotional leaflets and posters for the event. It was **AGREED** that the Town Council would display posters on its noticeboards, help with the provision of electricity and that leaflets would be stocked in the Tourist Information Centre. It was also **AGREED** that the event be covered by the Premises licence currently held by the Town Council.

Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **AGREED** that Standing Orders be reinstated.

187/11 Budgets

The committee budget was noted, subject to the deletion of account code 4006 (ERS pension contributions) which had been included in error.

ACTION ACCOUNTS ASSISTANT

188/11 Youth Council

Cllr. O'Donoghue gave a brief verbal update regarding the successful launch of the Youth Council. She stated that youth councillors had enjoyed the Civic Twinning lunch, and that relationships between youth councils in both Buckingham and Mouveaux had been strengthened.

Members **AGREED** that £1000 from the Youth Project Budget (301/4094) be vired as follows: £900 to a specific Youth Council budget for use by the Youth Council (304/4237), and £100 to a Youth Council Admin budget (304/4238).

ACTION DEPUTY TOWN CLERK

Agenda order was resumed

189/11 Summer event for young people at Chandos Park

Members supported the principle of the summer event. Cllr. O'Donoghue suggested that the Town Council liaise with the Youth Centre regarding the hiring of sumo suits.

Proposed by Cllr. Cadd, seconded by Cllr. Isham, and **AGREED** unanimously that the Town Council allocates £300 for this event and agrees to publicise the event.

ACTION EVENTS ASSISTANT

190/11 Events PA system

The Deputy Town Clerk referred to her report listed at Appendix D detailing the cost of additional equipment to support the Council's new PA system. It was **AGREED** to fund these purchases from the Market Infrastructure Budget [301/4235].

ACTION DEPUTY TOWN CLERK

191/11 Traders' Association

The minutes of the previous meeting of the Buckingham Traders' Association were noted.

192/11 Forthcoming Events

192.1 Bandjam

Members noted progress made to date.

ACTION DEPUTY TOWN CLERK

192.2 River Rinse

The Green Spaces Manager's suggestion on the location for the next River Rinse was **AGREED**. Cllr. Bloomfield suggested that a larger skip be ordered for the next River Rinse. Cllr. Stuchbury suggested that sponsorship for the skip be sought from AVDC (which owns that stretch of the river), and that the Deputy Town Clerk write to Buckingham University informing them about the event, as in the past groups of students had participated.

It was further **AGREED** that a press release be issued to gain support and Volunteers.

ACTION EVENTS ASSISTANT

192.3 Local Democracy Week 14th October 2011

The date of the event was noted, and it was **AGREED** to ask the Youth Council whether they would like to organise this event (with support from the Town Council) and to write to local civic leaders to invite them to attend.

The Chairman asked if Councillors would like to help with the organisation of this event; Cllr. Hirons and Bloomfield expressed an interest in this.

ACTION EVENTS ASSISTANT

193/11 Event Reviews

193.1 Music in the Market

Members judged the event to have been a success, and **AGREED** to write to the organisers to thank them for putting on such a well-run event.

ACTION DEPUTY TOWN CLERK

193.2 Youth Drama Project

Cllr. Stuchbury declared a personal interest in this item because his son had taken part in the Youth Drama Project.

Cllr. O'Donoghue gave a verbal report on the event, which she felt was a success. Councillors thanked Cllr. O'Donoghue and the Deputy Town Clerk for their work in supporting this event. Members heard that work would now on planning the next years project.

193.3 Buckingham Fringe

The Chairman gave a brief overview of this week of events.

Members **AGREED** that Mr. Brian Simonds should receive a letter of thanks for his photographs of the Fringe Week that he has kindly allowed the Town Council to use and keep.

ACTION TOWN CLERK

It was **AGREED** that the Deputy Town Clerk would bring a report to a future meeting when the costs and expenditure had been confirmed.

ACTION DEPUTY TOWN CLERK

193.4 Civic Twinning Lunch

The Chairman gave a brief report on this event. The event had gone well and the food and organisation as far as the Town Council had been concerned was of a high quality.

Cllr. Smith informed Members that he had corresponded with the Twinning Association regarding organisational problems on the side of the Twinning Association.

It was **AGREED** that the Deputy Clerk would bring a full report to the next meeting.

ACTION DEPUTY TOWN CLERK

194/11 Youth Council

This item was dealt with under minute 188.

195/11 Remembrance Day Parade

Members noted the minutes of the meeting held between the Town Council, the Royal British Legion, and Thames Valley Police on 29th June.

Proposed by Cllr. Stuchbury, seconded by Cllr. Cadd, and **AGREED** unanimously that the Town Council investigates the cost of amending the substantive TTRO which covers this event, and a recommendation made to the Full Council to amend the closure with costs.

ACTION TOWN CLERK

Clerks note: A response from Bucks County Council Highways has illustrated that the cost to change the substantive TTRO would be £4,000.

196/11 Buckingham Town Jester

Members **AGREED** that the position should be advertised widely and that the Deputy Town Clerk would draft a press release on the subject. Potential jesters would be invited to audition at the Bandjam event.

ACTION DEPUTY TOWN CLERK

197/11 Correspondence

Correspondence was noted.

197.1 Diamond Jubilee Celebrations

It was **AGREED** to make a recommendation to Full Council that the Town Council includes an amount for these celebrations in its next precept.

ACTION DEPUTY TOWN CLERK

197.2 Winter Lantern Walk

Members **AGREED** to support the event in principle, but asked that a detailed proposal be brought back to the next meeting for consideration.

ACTION DEPUTY TOWN CLERK

197.2 Buckingham Summer Festival

Members **AGREED** that the Deputy Town Clerk would write to Mr Secret, congratulating him on a successful event and enquiring as to how the week of events went.

ACTION DEPUTY TOWN CLERK

198/11 News releases

News releases had been dealt with under the relevant items.

199/11 Chairman's Items

The Chairman informed Members that the Deputy Clerk was currently investigating the possibility of the Town Council hosting regular comedy nights, possibly on a quarterly basis. The Deputy Clerk would bring a proposal to the committee at a later date. A report would be submitted to a future meeting with costs.

ACTION DEPUTY TOWN CLERK

200/11 Date of the next meeting:

Tuesday 30th August 2011

Meeting closed at 21.11pm

Signed Date
Chairman