

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Tuesday 28<sup>th</sup> August 2012** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.10pm following the Public Session.

Present: Cllr. T. Bloomfield - Vice Chairman  
Cllr. Mrs. G. Collins  
Cllr. P. Hirons  
Cllr. A. Mahi  
Cllr. H. Mordue  
Cllr. L. O'Donoghue  
Cllr. M. Smith  
Cllr. R. Stuchbury - Chairman  
Also attending Cllr. W. Whyte  
Mrs. A. Brubaker - Events Assistant  
Mrs. K. McElligott

**302/12 Apologies for Absence**

Apologies were received and accepted from Cllr. Ms. Newell (Town Mayor), Cllr. D. Isham and Cllr. H. Cadd.

**303/12 Declarations of Interest**

There were no declarations.

**304/12 Minutes**

The minutes of the meetings held on Monday 9<sup>th</sup> July 2012 ratified at Full Council on 13<sup>th</sup> August 2012 (TCE/02/12) were received and accepted.

**305/12 Action List**

305.1 (183.2) Cllr. Smith reported he would be meeting MK Dons the following day and would submit written reports to the Committee.

305.2 (718/11) The Chairman gave an update. It was pointed out there were microbreweries at Silverstone and Milton Keynes as well as in the town, and Hook Norton was not far.

305.3 (840.2.2) As contributions had tailed off, it was decided that the cut-off date would be the end of the month; the text and pictures would be arranged into a draft and quotes sought for publishing for the next meeting.

305.3.1 (477; meeting of 10/11/03) Millennium video: Cllr. Mordue reported that he chased this up from time to time; Members wondered if asking for the money back would elicit the finished article. Cllr. Mordue to pursue the matter.

**ACTION CLLR. MORDUE**

305.4 (188/12) To receive a detailed reply from Mr. Barham.  
Noted.

**306/12 Markets**

The Chairman noted that the new Toby was working well, and the markets appeared successful despite the economic climate. The report from the Market co-ordinator was received and the Recommendation **AGREED**:

**Recommendation**

- That the amended Market Rules be distributed to traders with a covering letter regarding the arrangements with Mr. Geen.

- That the Tuesday Flea Market be supported, but reviewed in 6 months to ensure that the impact of this market does not affect the Saturday Flea Market adversely.
- That Members support the decision to pass the Town Council mobile phone to the new Market Manager to ensure communication between the two parties.

**307/12 (197/12) Christmas Parade Meeting**

The Notes of the Christmas Parade Meeting held on Wednesday 22<sup>nd</sup> August 2012 had been circulated by email, and on paper on the night. The provision of Advance Warning Signs had been discussed and costs were being sought. Subsequent to the meeting, Mr. Heywood had been informed that the fee for the PA system was also deducted from the budget (as well as the % of the Road Closure Order); Members discussed this, feeling that the annual PA fee should be recharged to the events covered pro rata as the Road Closure was. The Events Assistant would investigate this with the Accounts Assistant.

**ACTION EVENTS ASSISTANT**

Cllr. Mordue reported that the Parade Committee raised funds themselves; the Chairman asked that he find out the sums involved so that Members could have a true picture of the costs of the Parade.

**ACTION CLLR.**

**MORDUE**

Recruitment of marshals was proceeding and it was hoped some of those who had volunteered for the Torch Procession would volunteer. Mr. R. Calder was reported as wanting to join the briefing meetings.

**308/12 (FC 268/12) Committee Name & Terms of Reference**

To discuss and agree the name of the Committee and Terms of Reference for the Committee, per decision made at Full Council (Min. 268/12).

The Chairman would be discussing these with the Town Clerk; as the latter may influence the former, the item was deferred to the next meeting.

**OCTOBER AGENDA**

**309/12 Jubilee Weekend (budget code 304/4239)**

(186.3/12) Memory Book; see 305.3 above.

*Cllr. Whyte left the meeting.*

**310/12 (190/12) Buckingham in Bloom competition (301/4107)**

Photographs of the presentation and winning gardens had been circulated with the agenda.

Cllr. Bloomfield had provided medals and ribbons for the individual winners, and a plaque for Paynes Court; the costs was £12.75 including engraving.

Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **AGREED** that Cllr. Bloomfield be reimbursed from 301/4104 – Town in Bloom.

The Events Assistant had recommended that the Buckingham In Bloom competition be continued in the same way but for 2013 add a category for Schools and Communal Gardens, which could then include such places as Paynes Court and the Options group which is located in the library building. A cup could be presented to the 1<sup>st</sup> place winner, with their name and year engraved on it and it returned to BTC the following year for presentation to the next winner.

Members discussed this, noting previous difficulties with the return of a trophy. Cllr. Bloomfield reported that the Horticultural Society had no problem – the cup was signed for and a date set for its return one month before the following year's competition. Members agreed to investigate costs for a cup or a shield like that made for the Pancake Race and the provision of a small replica for the winner to keep when the principal trophy was returned.

**ACTION EVENTS ASSISTANT**

### **311/12 Children's Fun Day (7<sup>th</sup> August 2012; Chandos Park)**

The Events Assistant reported that the event had been very successful; the weather had been good and the Park dry. Mrs. Baughan and Mrs. Bird from the office had face-painted from 11.30am to 4pm and raised £26.54 for the Mayor's Charity. There had been a bouncy castle, spacehopper track and crazy golf, and they had received many thanks from those attending. Cllr. Hirons corrected one point in the Recommendation – the Church Holiday Club does not charge, it collects voluntary contributions. Cllr. Bloomfield had suggested the addition of old-fashioned swingboats to a future event, and Members discussed having an ice-cream van as well, possibly parked outside the Park gate.

#### **Recommendation**

Chandos Park is a perfect location for children's events. As one parent said, groups of parents take their children there for the day and take a lunch with them.

It is recommended that other events similar to the one mentioned above be put on again in Chandos park. As the event is free, it attracts the families that may not be able to afford to pay for their children to attend the Holiday Club and other events where they have to pay.

For future events an ice cream van and other entertainment such as puppet show be available, as well as the usual bouncy castle and other inflatables. There should also be a small charge for face painting, as this time it was done on a donation basis.

**AGREED.** Members thought a charge of 50p for face-painting was reasonable and would cover the cost of materials.

### **312/12 (191/12) AddAction**

312.1 Report from the Events Assistant on the multi-agency meeting held on 7<sup>th</sup> August 2012, and report on the event that took place in Chandos Park on 14<sup>th</sup> August 2012.

Cllr. O'Donoghue said she was happy to remain involved with the organisation. It was queried why both AVDC and BCC needed officers dealing with Community Safety.

The daytime events had gone well, despite the lack of publicity. Members advocated earlier planning of events, a consideration of the target agegroup, more publicity and circulating details via schools before the end of term. Mrs. Brubaker had found it quite difficult getting the organiser to provide Risk Assessments and other safety measures, consider alternatives to the Park in case of wet weather (damage had been done to the grass at Easter), obtain consent from AVDC for use of part of the car park, and had also expended time and materials putting up posters on AddAction's behalf.

312.2 Verbal report from Cllr. Smith on the Go-kart event held on 17<sup>th</sup> August in Cornwall's Meadow Car Park, and the event the following week (24<sup>th</sup>).

The area to be used had not been roped off, and two cars remained although these eventually drove off without any problem. 4 or 5 young people had attended, and some 90 minutes later these were still the only attendees. There had been a burger van and the i-van.

The following week a different part of the car park had been used and a few more people came. The spacehopper track had been installed on this occasion.

Cllr. Smith felt that:

- the organiser needs to know what is feasible and what is not - perhaps invite her to a meeting; Fun4Kids (spacehoppers etc.) seemed more practical

- more publicity was needed – the activities were supposedly provided to cut down anti-social behaviour, giving teenagers something to do in the summer holiday
- the entry on BCC's website gave no details of what/where/when; when contacted, additional details were promised for the following week, but no change had been made.

Noting that the organisers came from Aylesbury and further south and didn't know Buckingham, Cllr. O'Donoghue thought it would be advantageous if they could meet with representatives of youth organisations such as the Youth Club and PSL and discuss what they actually wanted.

Members agreed to write thanking for their efforts and suggesting a meeting, perhaps in October, to review 2012 events and discuss the nature of future events.

#### **ACTION EVENTS ASSISTANT**

### **313/12 BandJam (26<sup>th</sup> August 2012)**

The Chairman gave a verbal report of Sunday's event; he thanked the members of staff who attended and Cllr. Bloomfield for all their hard work setting up; Mr. Calder had litterpicked continuously from 5pm until after 10. Fortunately it had been a dry day, and attendance was up on previous years. The last band had been very entertaining.

There had been three incidents on the day, not directly related to the event. A lady in Market Square had needed an ambulance following a heart attack; a man who the Police were already looking for in connection with his behaviour on Saturday and earlier on Sunday had caused some damage; and a man who had been upsetting people all day got knocked out and had to be taken away by ambulance as well. Members of BandJam had called the relevant emergency services, who had attended promptly and letters of thanks would be sent to them and the others who assisted.

#### **ACTION EVENTS ASSISTANT**

Cllr. Mordue said that the two music events had originally had different styles: Music in the Market featured older types - folk, jazz and blues - and BandJam younger groups. One of the bands on Sunday had included a friend who played mainly MOR music, and if he had known that this sort of music was included in BandJam he would have attended. The Chairman agreed that BandJam had originally been planned for youth groups, but the events were run by Buckingham Acoustic Club and BandJam respectively who could arrange the programme as they wished. Cllr. Smith noted that the final band was not dissimilar to last year's, and MOR covers sent everyone away happy. He was more concerned about persons climbing on the cab of the truck and letting off fireworks, which could have been very dangerous if the cab roof had been wet. The review meeting would raise this, and that advance notice of such antics should be given in future, as they affected the Risk Assessment. Members also felt that a couple of Councillors should stand by the barriers at the front towards the end of the evening, to prevent the barriers being pushed over by the more exuberant dancers. There had been an air of aggression as well, not experienced in previous years, but on the whole the 3 or 4 troublemakers were a very small part of the audience of over 1000.

The Chairman noted the offer of photographs from a member of the audience – he would forward these to the office.

### **314/12 River Rinse (16<sup>th</sup> September 2012).**

It was agreed that the stretch from the green bridge up to London Road bridge be 'rinsed' this time, and if there was time to carry on up to Chandos Park. The skip

would be put by the skatepark side road, and as the major part of the bank along this piece of the river belonged to AVDC they would be approached to fund the skip. Members advocated two volunteers be at the skip. The University would be contacted to see if students wanted to help again, and publicity put in the *Advertiser*. Volunteers to meet at Cornwalls Meadow by the green bridge at 10.30am.

For the October River Rinse, up-river from the Cricket Club was suggested.

**ACTION EVENTS ASSISTANT**

**315/12 (192/12) Harvest Fair (30<sup>th</sup> September 2012)**

In Cllr. Newell's absence the Chairman summarised the event to date; letters had been sent out and various items promised. The Events Assistant had a meeting scheduled that week with Mr. Mortimer.

Cllr. O'Donoghue asked that Clearly Speaking be included, and Cllr. Hirons sought confirmation that Allotment Associations in surrounding villages had been contacted.

**316/12 Tourist Information Centre**

The Chairman and the Mayor had both met Ms. O'Kelly to discuss the TIC and future development of its service. Tourism SE were happy to work with the Town Council on events and would provide further statistics as requested. Cllr. Smith pointed out that figures for earlier years would be available from the Old Gaol Trust. It was agreed that it would be useful for Tourism SE to give a presentation to the Committee when they had settled in and had matters to discuss.

**317/12 Remembrance Day Parade**

The report of the meeting with the Royal British Legion held on 13<sup>th</sup> August 2012 had been circulated with the agenda.

The precedence of the Mayor was an important matter, especially if the Lord Lieutenant or a Deputy was not available; certainly the Mayor took precedence over other councils. It would be helpful if the Mayor could attend the next meeting as she possessed the historical overview, with the Chairman and/or Vice-Chairman. A Monday afternoon in September was suggested.

**ACTION EVENTS ASSISTANT**

**318/12 Budgets**

Noted.

**319/12 Charter Fair**

BCC's quotation for removal of signs and bollards is £2776.63+20%VAT (includes admin costs and materials), an increase of £442.36 on last year (£2334.27 +20%VAT). Members asked for a breakdown of the figure, which had increased £1000 over two years.

**ACTION EVENTS ASSISTANT**

**320/12 (194/12) Banners**

The Policy & Criteria for the removal of illegal advertising was circulated with the agenda. Members were happy with the banner policy, but felt that stricter enforcement of the A-board policy was necessary. Placement of A-boards rarely considered the visually impaired and those with mobility scooters or pushchairs. A News Release to encourage members of the public to report difficulties would be drafted, and a regular agenda item included for Members to do the same.

The step on the porch of the building between Market Hill exit and The Chewar was reported to have moved – the landlord would be contacted.

**321/12 Traders' Association**

No minutes available as Traders Association does not meet in the summer.  
Noted.

**322/12 Youth Council**

Members are asked to note that "Youth Council" has been transferred to Full Council agendas.  
Noted.

**323/12 Forthcoming Events – dates to note**

16 <sup>th</sup> Sept.	River Rinse	11 <sup>th</sup> Nov.	Remembrance Parade
30 <sup>th</sup> Sept.	Harvest Fair	24 <sup>th</sup> Nov.	Christmas Lights Switch-on
7 <sup>th</sup> October	River Rinse	15 <sup>th</sup> Dec.	Christmas Parade & Community Fair
12 <sup>th</sup> Oct.	Local Democracy Week		
13 <sup>th</sup> Oct.	Charter Fair	2013	
20 <sup>th</sup> Oct.	Charter Fair	16 <sup>th</sup> Feb.	MK Dons Big Day
3 <sup>rd</sup> Nov.	Bonfire & Fireworks		

**324/12 News Releases**

- 324.1 (313) BandJam
- 324.2 (314) River Rinse
- 324.3 (320) A-boards

**325/12 Chairman's Items**

The Mayor had forwarded an email regarding the tree to be planted in Mouvaux to record the 10<sup>th</sup> anniversary of the Twinning; Members considered that Mouvaux should bear the cost if the Twinning Association had paid for the tree planted in Buckingham. Cllr. Hiron would look into this.

**ACTION CLLR. HIRONS**

**326/12 Date of the next meeting: Monday 15<sup>th</sup> October 2012**

Meeting closed at 9.05pm

Signed ..... Date .....  
Chairman