

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 15th October 2012** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

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

Also attending Mrs. A. Simonds Deputy Town Clerk
 Mrs. A. Brubaker Events Assistant

434/12 Apologies for Absence

Apologies for absence were received and accepted from Cllr. Mrs. G. Collins, and for late arrival from Cllr. H. Mordue.

435/12 Declarations of Interest

None.

436/12 Minutes

The minutes of the Meeting held on Tuesday, 28th August 2012 ratified at Full Council on 1st October 2012 (TCE/03/12) were accepted. There were no matters arising.

437/12 Action List

437.1: 305.3 Memory book. The time for contributions had been closed and costings for publication sought.

437.2 Cllr. Newell if the matter of the Twinning tree had been resolved; the office was waiting for an invoice which Cllr. Mordue had undertaken to provide.

ACTION CLLR. MORDUE

437.3: 307 PA services. A breakdown of hours was awaited from the provider so that the total cost could be distributed equitably between the three events. It was hoped to have these for the next meeting.

DECEMBER AGENDA

438/12 Markets

Members noted the report from the Market Co-ordinator; the new manager was fitting in well.

439/12 (308/12) Committee Name and Terms of Reference

Proposed by Cllr. Stuchbury, seconded by Cllr. Bloomfield and **AGREED** that the name of the Committee should stay Town Centre & Events

Proposed by Cllr. Smith, seconded by Cllr. Isham, and **AGREED** that the proposed Terms of Reference be accepted with the addition of a list of the current Annual Events, while making clear this was not prescriptive, and retaining the reference to the Farmers' Market in case it was ever revived.

ACTION EVENTS ASSISTANT

The ToR, when modified as above, was **RECOMMENDED** to the Full Council for adoption.

440/12 Forthcoming Events

Verbal updates were received on:

440.1 Best-dressed Guy, Bonfire & Fireworks (3rd November)

Cllr. Mahi reported that the event was on track; the Army Cadets had not replied (he would visit the Cadet Hut on the appropriate night) but the Air Cadets had confirmed. The Guides would be doing hot drinks and a barbeque, and Abbott Fire were loaning 4 extinguishers as in previous years. He suggested that the first-aid gazebo should be provided with a tarpaulin or similar ground cover for any casualties to lie on. Volunteers were required both for the Saturday to help build the bonfire and on Sunday to litter-pick. The Mayor had been invited to judge the Best-dressed Guy competition.

440.2 Comedy Night (28th October)

Members had been provided with the details; the comedian was Adam Bloom. It was confirmed that the events were cost-neutral.

440.3 Remembrance Sunday (11th November)

It had been agreed that the Mayor would be on the saluting base. 17 marshals would be available. Cllr. Bloomfield confirmed that he would be able to man a barrier close to the Community Centre; Cllr. Isham regretted that he would be attending the Aylesbury events this year.

440.4 Christmas Lights and Carols (24th November)

The new lights were on order and it was hoped would be available in time for this year's switch-on. The Chairman thanked the staff for their efforts to achieve this over the last four years, especially Mrs. Brubaker for negotiating a cheaper price.

Cllr. Mahi considered that 24th was rather early, but it was pointed out that dates precessed over the years and then jumped to the end of the month; it was also linked to the date of the Parade so as to provide a reasonable 'Christmas Period'.

Cllr. Smith asked if AVDC were providing a dressed Christmas tree this year; the Events Assistant to check. Cllr. Hirons offered the contact for the tree supplied to the Church.

ACTION EVENTS ASSISTANT

440.5 Christmas Parade & Community Fair (15th December)

The notes of the Parade meeting held on 10th October had been circulated separately. Members noted that the Parade Committee had raised £700 themselves towards the costs. If sufficient numbers of marshalls were not recruited, it would have to be done by Councillors who would otherwise be part of the Parade. The Chairman had appealed for marshalls via AVDC, as several officers lived locally and had helped with the Torch event. Mrs Heywood had supplied contact details for a company who could provide marshalling, and Cllr. Hirons suggested contacting the churches for volunteers. Some VIth-formers would be over 18; the Mayor would contact RLS.

Agenda item 13 was considered next as the signage was referenced in the meeting notes: the Advance Warning signs would be a one-off expense and would have changeable numbers for the dates. Members **AGREED** to accept quotation No. 1, sourcing the cost from excess in 301/4104.

ACTION EVENTS ASSISTANT

440.6 MK Dons Big Day (16th February 2013)

Cllr. Smith gave a verbal update: Run-up and peripheral events such as a Children's Roadshow for the schools and a Business & Traders reception were planned as well as two events for teenagers in the Salvation Army building in co-operation with PSL. Working with Moretonville JFC and the University was also

proposed. The mascots would be available for the Christmas Lights switch-on and possibly the Christmas Parade. The Mayor would be asked to contribute a front page article for the match programme.

Cllr. O'Donoghue asked about linking with the Youth Centre; Cllr. Smith pointed out that PSL had been one of the Mayor's Charities for both himself and Cllr. Newell.

Any further information would be circulated by Cllr. Smith. **ACTION CLLR. SMITH**

441/12 Event Reviews

441.1 September River Rinse (16th September)

This had gone well; letters of thanks had been sent to the Fire Service and Stowe Sub-Aqua Club.

441.2 Harvest Fair (30th September)

A report had been circulated with the agenda. Cllr. Newell had opened the event, and the Chairman had been able to attend the later stages, and it was generally agreed to have been successful and enjoyable. A similar Spring event was being proposed, and the Destination Buckingham Group was interested in being involved.

441.3 October River Rinse (7th October)

Fewer people had attended, and the river was quite high; it had been noted that the University's mill leat was well silted up, and a letter should be sent to the new Estates Manager recommending that it be cleared to benefit the river flow.

ACTION EVENTS ASSISTANT

441.4 Local Democracy Week event (12th October)

This had been moderated by Cllr. O'Donoghue; speakers had been allowed no more than 3 minutes, and 10 minutes remained for questions at the end. The questions would be circulated to Members for information on the concerns of the young people.

ACTION CLLR. O'DONOGHUE

441.5 Charter Fair (13th October)

There had been no major issues with the set-up. A letter received on behalf of a resident was on the agenda under Correspondence, and it was clear the X5 drivers had not been informed of the temporary route change. Due to the Twinning event only Cllrs. Stuchbury and Bloomfield had been available to help the staff.

Cllr. Isham felt that some rides were getting too big for the town; Cllr. Stuchbury said that the ride in North End Square had been moved so that mobility scooters could get past. This ride had been in Market Square the previous year.

However the office had been contacted during the Friday afternoon by the parking services department at BCC, whose wardens had rung in complaining that the appropriate notices were not displayed suspending the parking bays. The standard Road Closure notices, as used every year, had been put in place two weeks in advance, but it appeared that special notices were needed for parking areas. Several Fair vehicles had been booked. The office had not been informed, when BCC took over the management of on-street parking, that Road Closure Orders no longer covered parking suspensions. Further communication had established that the charge was £15 per bay per occasion, and the Town Clerk had estimated 65 bays were affected by the Fair and this led to a total for the two Fairs of £1950, considerably more than the annual Road Closure Order which covered a full year's events. A solution would have to be found immediately, as this would affect the Best-dressed Guy and Christmas Lights events and the Christmas Parade. It might also affect the market.

Members expressed great concern over this development, which could lead to the cancellation of events. It was decided to request the details in writing, to be

circulated to all Members, and Cllr. David Polhill; and if quick resolution was not offered, to set up a meeting with BCC.

ACTION EVENTS ASSISTANT

442/12 Budgets

The latest figures were noted.

443/12 Flags

In light of the number of critical comments made during the summer when only flags of St. George had been installed in the town (per Min.870/10), Members discussed whether Union flags should be purchased as advocated, and also French, German or EU flags. Not all of the existing flags had been in good order when taken down, and some would not wash completely clean.

Cllr. Strain-Clark pointed out that Union flags may become redundant after the Scottish referendum in 2014.

It was felt that flags were a TC&E matter not Full Council and the cost should be precepted for.

It was decided that the following should be investigated for the next meeting:

1. Cheap flags that could be disposed of after the summer
2. Best quality flags to be cleaned and used for several years.
3. Costs for both the above, for the various types listed above
4. How many of the existing flags were usable and thus how many replacement were required.

ACTION EVENTS ASSISTANT/NOVEMBER AGENDA

444/12 Calendar for 2013 events

The dates circulated were agreed; the date of the 2013 Christmas Parade would be confirmed and the date of 30th November for the Christmas Lights & Carols suggested. These would be circulated in the usual way on the calendar of meetings. A Flood Action Group event in the High Street in June was agreed to be included in the Road Closure Order, % cost to be invoiced to AVDC.

Appropriate flags for each occasion would be decided at a future meeting when the outcome of 443/12 was known.

ACTION LIST

Cllr. Mordue arrived.

Cllr. Mordue was asked if there were any Twinning events which needed to be taken into the list and budgeted for. He would find out. **ACTION CLLR. MORDUE**

445/12 (310/12) Buckingham in Bloom competition trophy

It was **AGREED** to purchase a Pinder Bros. 8" silver-plated "Victory" cup @ £89.99.

ACTION EVENTS ASSISTANT

446/12 Christmas Parade Signs

See Minute 440.5

447/12 Visitor Information Centre

The latest statistics sheet had been circulated with the agenda. Members would like the requested year-on-year comparison figures for the next meeting.

ACTION EVENTS ASSISTANT/NOVEMBER AGENDA

448/12 Tourism

Members discussed the Saturday bus service for the villages proposed by the LAF and funded by it for the first year; from then contributions from the parishes and Town Council would be sought. This would be required around December 2013 and

thus needed to be precepted for. The suggested contribution for the parishes would constitute a considerable proportion of their precept income. The service usage would be monitored and the routes adapted accordingly, and may not match BCC predicted use in any case. Members would like to see detailed passenger figures, perhaps quarterly.

Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **RECOMMENDED** unanimously that £3000 be precepted for, to support the bus service for its second year.

449/12 A-boards (320/12)

449.1 To receive and agree a revised policy on A-boards and banners; the previous policy is included for reference.

A-boards - Members decided that, as many signs were plastic, all materials should be omitted from 1. so that it reads "BTC will remove all signs...." and para.2. to be amended similarly.

Para. 4 was superfluous, as it was covered by para.3; signs should be removed within 7 days, and the fee should be £25 and 'normally' should be inserted before 'charge' to allow flexibility.

Banners – para 3 should be amended to read...."in order to read them, eg the Cattle Pen railings..." Cllr. Newell said that a banner too close to the corner on the Cattle Pen railings obscured drivers' vision to the right when pulling out of the bus station. It was also agreed that banners left in place after the date of the event should be removed and subject to the same redemption fee as A-boards.

449.2 To report any unauthorised boards and decide whether a letter should be sent.

Members noted banners on the Town Hall and the Kings Head were not appropriate to the Conservation Area.

450/12 Flood Action Group – Information Event

This had been briefly discussed under 444/12; the Chairman noted that the previous event had been held at the Church (which would be the emergency centre in case of flood) but that a town centre event would draw the attention of more people. He felt the High Street would be best, though Cornwalls Meadow was also suggested.

451/12 Civic Day 2013

To receive and discuss a letter from the Buckingham Society

Members were minded to agree in principle but required more information. The Society would be informed that the mace would be installed in the Old Gaol on public view shortly. The date was near that of the Fringe, and could be included.

ACTION EVENTS ASSISTANT

It was also reported that Mr. Weston was considering a Cancer Resarch event near the Fringe dates – a further meeting was being arranged.

452/12 Aylesbury Waterside Theatre

A meeting with a representative of the Ambassador Group had been arranged on Monday 22nd October to investigate how the Waterside Theatre might be promoted in Buckingham. Cllrs. Stuchbury, Bloomfield and Smith would be attending. The Waterside might be persuaded to attend the Christmas Parade, where they could hand out flyers for their shows. Notes of the meeting would be circulated

453/12 Traders Association - Minutes of the Christmas Event Workshop Meeting, held 24/9/12

Members remarked that no date was given for the Christmas event; Cllr. Smith thought it was 2nd December (a Sunday).

454/12 Correspondence

454.1 Music in Quiet Places 2013

Details to be forwarded to the churches.

454.2 AVDC events in the town in 2013

The Chamber could be used for this meeting. Members noted that it would also discuss using our green spaces.

454.3 Best Kept Village Competition – Judges comments and marking sheet
Noted

454.4 Men in Sheds – to discuss the idea and suggest any suitable venues

Cllr. Strain-Clark felt the idea of men-only groups was retrograde, though other Members pointed out that organisations such as the WI were women-only. It was felt that men were unwilling to go to their doctor with problems, but might discuss health matters in a male environment. Cllr. Newell felt that ‘drinking substantial amounts of beer’ was incompatible with an improving health message.

There were many groups in town which catered for both sexes, such as the U3A and Adult Education classes.

The feeling of the Committee was that the proposal should not be supported, but no Recommendation to the Council was made.

454.5 Letter from Fire Service

Noted.

454.6 Email re Charter Fair road closure

Members pointed out that many houses in town had no access for emergency vehicles and that the arch to the Court was too small anyway. The Fair maintained a ‘blue route’ so that emergency access was possible to all areas. The reference to a July event blocking the access could only be to the Olympic Torch relay as the Town Council had no Town Centre events in July. The Council had no control over utility company works. A response would be sent.

ACTION COMMITTEE CLERK

455/12 News Releases

The usual publicity for forthcoming events was agreed.

456/12 Chairman’s Items

None.

457/12 Date of the next meeting: Monday 3rd December 2012

Meeting closed at 9.15pm

Signed Date
Chairman