

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 4<sup>th</sup> February 2013** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

Present: Cllr. H. Cadd  
Cllr. Mrs. G. Collins  
Cllr. P. Hirons  
Cllr. D. Isham  
Cllr. A. Mahi  
Cllr. H. Mordue  
Cllr. Ms. Newell - Town Mayor  
Cllr. L. O'Donoghue  
Cllr. M. Smith  
Cllr. Mrs. C. Strain-Clark  
Cllr. R. Stuchbury - Chairman  
Also attending Mrs. C. Bolton Committee Clerk  
Mrs. A. Brubaker Events Assistant

**705/12 Apologies for Absence**

Apologies were received and accepted from Councillor Bloomfield.

**706/12 Declarations of Interest**

There were no declarations of interest at this point.

**707/12 Minutes**

The minutes of the meetings held on Monday 3<sup>rd</sup> December 2012 ratified at Full Council on 21<sup>st</sup> January 2013 were received and accepted.

*Councillor Cadd arrived during the next item*

**708/12 Action List**

Members discussed the Action List point by point and **AGREED** the following –  
194/12 Banners – remove from list. Policy was agreed.

64/12 Disabled Access to Public Events – Councillor Strain-Clark offered to assist with the assessment of venues for Disabled Access.

441.4 Local Democracy Week – Councillor O'Donoghue and the Events Assistant to agree when to approach schools for preliminary dates for 2013 event.

443.12 Flags – Costs provided – remove from list. *Clerk's note – there is no budget in 2013/14 Precept for this item.*

444.12 Twinning – Councillors discussed the need to retain the budget.

**ACTION: EVENTS ASSISTANT**

Proposed by Cllr Stuchbury, seconded by Cllr Smith and **AGREED** to carry forward £1000 into the 2013/14 budget, for possible civic event. Budget code: Twinning 4260.

**ACTION: EVENTS ASSISTANT**

## 709/12 Markets

709.1 Councillors received and discussed the report from the Market Co-ordinator, and the request from a trader for licence to sell alcohol at both town markets. Councillors noted that Thames Valley Police would object to this request.

Proposed by Cllr Smith and **AGREED** unanimously by vote that Buckingham Town council considers it inappropriate for the town to sell alcohol on its markets. Councillor Hirons recorded no objection to the request.

**ACTION: DEPUTY TOWN CLERK**

709.2 Councillors received an email from the National Association of British Market Authorities. Members **AGREED** a letter of support be written.

**ACTION: DEPUTY CLERK**

## 710/12 Budgets

The Chairman proposed the allocation of various budget headings be moved forward to 2013/14 budgets as follows:

4094 Youth Budget – Councillors discussed that The Buckingham School had provided all the refreshments for the Local Democracy event, and that a donation should be made from the Youth Council budget to cover those costs. The remainder of this budget heading would be moved to earmarked reserves for a future project.

Proposed by Cllr Stuchbury, seconded by Cllr Newell and **AGREED** that £200 be donated to The Buckingham School to cover the costs of Local Democracy Week.

4094 Youth Budget - Members **AGREED** to set aside £500 to support the Multi Agency Group – a letter would be sent with the donation for support of the projects, stipulating that the funds should be used for Buckingham town.

Councillors moved on to discuss the declining state of the graffiti boards in the skate park and who may be responsible for the upkeep and replacement of the boards. Councillor O'Donoghue would contact the Youth Service and investigate the possibility of a project with the Youth Council.

**ACTION: COUNCILLOR O'DONOGHUE**

4201 Christmas Lights – Members **AGREED** to commit the outstanding £776 to renewals for 2013/14

4202 Fireworks Display – Members **AGREED** to donate £250 each to the Air Cadets and Army Cadets for their valued assistance at this event each year.

4203 Community Fair – Members **AGREED** to commit the outstanding £254 to the 2013/14 budget. Councillors also discussed that this had been a successful project this year and that promotion of the event should be looked into.

4232 Barriers – Members **AGREED** to commit £100 to move forward to 2013/14 budget.

4241 Comedy Night – Members **AGREED** to commit £3,061 to move forward to 2013/14 budget.

4240 Diamond Jubilee – Members **AGREED** to use up to £1600 to produce a memory book – Councillors felt that the content of the book should be reviewed as soon as possible before a decision is made to spend this amount.

**ACTION: EVENTS ASSISTANT**

4240 Diamond Jubilee – Members discussed the new Food Fair event for 2013, which did not currently have a budget heading. Members **AGREED** to transfer £1000 from the Diamond Jubilee budget to a new heading for this purpose.

4260 Twinning as discussed in 708/12.

4235 Market Infrastructure – following a request from the Town Clerk, Members **AGREED** to carry forward £1,970 to 2013/14 budget.

Budget Heading Aylesbury Vale Shortfall – Members **AGREED** to move forward to 2013/14 budget.

**ACTION ALL BUDGET CHANGES: TOWN CLERK**

*The next item – Christmas Parade was moved to the end of the agenda as Councillor Mordue was expected to arrive.*

#### **711/12 Food Fair 23/24th February**

The Events Assistant reported that although initial response had been low, the interest in the Food Fair had picked up and would be well supported with local producers. An alcohol licence had been approved and Buckingham Brewery would be in attendance, along with Humbers Homemade Preserves, and Bradshaws Ice Cream.

Claire Clarke MBE would be opening the event with the Mayor.

Three Counties radio had shown interest in attending on Saturday 23<sup>rd</sup>, and an article in the paper would go out this week.

The Chairman advised that the event had been publicised in AVDC's internal communication and discussion then moved onto how to open discussions with AVDC on their Economic Development Plan, and how the plan could incorporate the needs of Buckingham. Councillors **AGREED** that it would be useful to set up a meeting with AVDC to discuss this in more detail, but that subject matters would need to be agreed before approaching Mark Wathem.

**ACTION: COUNCILLOR STUCHBURY**

#### **712/12 Hanging Baskets**

Councillors **AGREED** warm colours for the baskets and planters.

**ACTION: EVENTS ASSISTANT**

#### **713/12 Forthcoming Events**

Pancake Race. The Events Assistant advised Members that the race would take place on 16<sup>th</sup> February this year, at the church as usual. The Church would provide the pancakes and refreshments. Councillors **AGREED** that the mother and toddler group run on a Thursday and the Church group should also be informed of the date, to encourage more participants.

Proposed by Cllr Collins, seconded by Cllr Newell and **AGREED** that future pancake races would be run on Shrove Tuesday.

**714/12 Fair trade Town Renewal**

The Town Mayor informed Councillors of the quotations for re-print on the Fair trade leaflet, which needed updating each year. Councillors **AGREED** that £200 be set aside from 4228 Entertainments for this year for the leaflet reprint.

*Cllr Mordue arrived during the next item*

**715/12 Buckingham Spring Fair**

Councillors Newell and Smith reported to Members that this event would be similar in content to the Harvest Fair. There would be 4 areas covered – Food, Commercial, Voluntary and Children. Councillor Smith informed Members that organisation of the event, and those component parts did not appear to be moving forward with enough impetus to make the proposed date of 21<sup>st</sup> April.

Councillors felt that the Events Assistant's involvement should be minimal as this was not a Town Council event.

Councillors **AGREED** that Councillor Smith and Newell should get in touch with John Mortimer to find out what help is required.

**ACTION: CLLRS SMITH AND NEWELL**

**716/12 Bandjam 2012**

The Events Assistant informed Councillors of the review meeting with Inspector Garside, Trevor Cox and Sean Allen. It had been discussed that Town Council staff did not want to work at the next event as they had not felt safe, following the 3 incidents that had taken place. A further incident at No 13 High St had also occurred, which was nothing to do with the Bandjam Event.

Councillors discussed that much of the trouble had been due to alcohol consumption at the event, something which was only under the control of the Police, should a crime be committed. The Event Assistant would circulate the note of the meeting and the event management plan for information.

**ACTION: EVENTS ASSISTANT**

**717/12 Play Around the Parishes**

Dates Received. The Mayor will promote the events through the Advertiser in April.

**ACTION: CLLR NEWELL**

**718/12 May Day**

The Mayor advised Members that she would contact the local schools to obtain a Maypole and country dancers. The Events Assistant informed Members that Grenville School would provide some reception children to participate in the event.

**719/12 Event Reviews**

719.1 The Events Assistant reported that the marshalling of the Christmas Parade had worked very well and the road closure was also a success.

719.2 The Comedy night had been supported very well, with roughly 100 people in attendance, many of whom come regularly to the Comedy Nights. Councillors discussed the finance for this event and **AGREED** that a clear statement of the income received versus expenditure be provided for the next meeting.

**ACTION: EVENTS ASSISTANT**

719.3 Councillors declined the request for a refund of tickets and **AGREED** that all future tickets should clearly display 'non-refundable' on the face of the tickets.

*The Events Assistant briefly left the meeting*

**720/12 Multi Agency Meeting**

Councillor O'Donoghue reported that the Multi Agency Group would be brining various activities around the town and onto estates for the youth of the town, these would be continuing with the support of Bucks County Council, AVDC, Thames Valley Police, Neighbourhood Action Group and the Town Council.

**721/12 Tourist Information Centre**

Information noted.

**722/12 Christmas Parade**

Councillor Mordue reported to Members that the Christmas Parade Committee had received a letter from the Town Clerk regarding the recommendation from Full Council on 21<sup>st</sup> January. The Christmas Parade Committee were to seek clarification on a couple of points and would be writing to The Mayor, copying Councillor Stuchbury and Councillor Collins.

Councillors **AGREED** that the Town Centre and Events Committee were 100% supportive of the Christmas Parade and stood by the decision of the Full Council.

**723/12 Correspondence**

None

**724/12 News releases**

None

**725/12 Chairman's Items**

None

**726/12 Date of the next meeting:**

Monday 25<sup>th</sup> March 2013

Meeting closed at 9.30pm

Signed ..... Date .....

Chairman