

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Tuesday 27th August 2013** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

Present: Cllr. T. Bloomfield
Cllr. H. Cadd
Cllr. Mrs. G. Collins
Cllr. P. Collins
Cllr. J. Harvey
Cllr. D. Isham
Cllr. A. Mahi Vice Chairman
Cllr. H. Mordue
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

315/13 Apologies for Absence

Apologies were received and accepted from Cllr Newell; and for late arrival from Cllr Mahi.

316/13 Declarations of Interest

No declarations of interest were made.

Cllrs G and P Collins arrived during the following item

317/13 Minutes

The minutes of the meeting held on Monday 8th July 2013 were received. Councillors **AGREED** the amendments circulated in folders by the Town Clerk (196/13); additional amendments to 208/209 were also **AGREED**. Members requested a new set of minutes be circulated.

ACTION: COMMITTEE CLERK

318/13 Action List

(197/13) Memory Book – The Events Assistant informed Members that she had been in discussion with The Princes Trust who owned the copyright to the original coronation booklet issued by King George's Trust. The Princes Trust was considering the use of the extracts requested before issuing permission.

(195/13) Cllr Harvey reported that he had drafted a letter to the County Council regarding free parking signs in the town.

(841/12) Cllr Bloomfield confirmed that a booking had been taken at the Community Centre for the 2014 Food Fair.

Cllr Mahi arrived during the following item

319/13 Charter Fair

(196/13) Members received the full contractual agreements with Nicholls Brothers, the AVDC 1993 Buckingham Market Agreement, and associated documents supplied with the agenda.

Cllr Collins read out a statement highlighting concerns over the wording of the Nicholls Brothers Contract, potential for refusal of a road closure order from Bucks County Council, level of income derived from the fair, and the re-writing of the AVDC Buckingham Market contract to separate out the charter fair from the regular markets, when that contract expires.

Members held a long discussion over the history of the Charter Fair; the details surrounding health and safety implications and liability; expiry of the Nicholls Brothers contract; and how the Charter Fair had grown into the major event it now was for the town.

Cllr Mrs G Collins commented that the Auditor would be looking at the AVDC Contract, reporting back through the FA&P Committee.

The Committee was advised by the Town Clerk, through the Chairman that the AVDC Buckingham Market Agreement was on a rolling, renewable basis and that at present the Charter Fair and general markets were included in the same contract.

Members agreed that there would be scope to update the Nicholls Brother agreement when the contract expires in 2015.

320/13 Budgets

Members deviated from agenda order

Members held a brief discussion about the Pancake Race and whether it could be held in the High St. Members **AGREED** that the Events Assistant approach and get confirmation from the local schools as to whether children would participate in the event before a road closure is requested.

ACTION: EVENTS ASSISTANT/OCTOBER AGENDA

Agenda order was resumed

321/13 Gazebo Hire Agreement

Councillors received the document as drafted by Cllr Smith. Members discussed whether to charge for hiring out the gazebos, staff involvement in delivering, putting up and collecting after hiring and potential claims if any hirer was injured.

Members **AGREED** to amend the document to a borrowing rather than hire agreement, to look at the liability issues of loaning, and remove staff involvement in delivering/collecting. The item would be revisited again at the next meeting.

ACTION: CLLR STUCHBURY AND NEWELL/OCTOBER AGENDA

322/13 (835/12) Ownership of Events

The Chairman requested that Members agree specific Councillors to assist with the organisation of events. Members were asked to consider taking more of a lead on individual events, and to become more involved with the planning of events from start to completion.

To be discussed again at the next meeting.

ACTION: OCTOBER AGENDA

323/13 Forthcoming Events

Verbal updates from the Events Assistant were received on the following:

323.1 River Rinses – 15th September and 6th October

The Events Assistant informed Members that the first River Rinse on 15th September would start at the Bridge on the bypass in Bourton Park and work up to the Cricket Club. The fire station had confirmed their attendance.

The second event on 6th October would continue from the Cricket Club and work up to Stratford Fields.

323.2 Charter Fair – The Events Assistant reported that the Fair would arrive in Town for the first weekend on Friday 11th October and asked for Members to assist with putting out barriers from 8am – 12pm.

324/13 Event Reviews

324.1 Bandjam –The Events Assistant gave a verbal report on the success of the event on Sunday 25th August. The Chairman thanked all Councillors and staff who had helped at the end to clear up. It was also commented that considerable work had been put in by all interested parties in the set up and organisation of the event to ensure a safe and successful occasion for the Town.

The Advertiser would be reporting on the event.

Councillors discussed and **AGREED** that the only charitable collections at future Bandjam events should be for the Mayor's charity.

Members **AGREED** that lighting was required for the gazebos and a sign to direct public to the First Aid Tent. The Events Assistant would obtain quotes for the next meeting.

ACTION: EVENTS ASSISTANT/OCTOBER AGENDA

324.2 Buckingham in Bloom – A written report was received from the Events Assistant. A presentation for the winners had taken place in Chandos Park. Members would discuss how to encourage more participants of Buckingham in Bloom at a future meeting.

324.3 Family Fun Days – The Events Assistant reported that the last of the Play Around the Parishes days sponsored by AVDC would take place on 28th August. The events this Summer had been very well attended, with many families spending a whole day.

The multi-agency group had also run several events aimed at older children – the last of which would be on Friday 30th August at Overn Avenue.

325/13 Comedy Night Budget

(833/13) Councillors received figures as requested.

Members discussed the income received from the Comedy nights, and **AGREED** by majority vote to continue with further events. Cllr Stuchbury commented further that a good relationship had been established with the booking agent, and was hopeful that the next booking could be made following the Edinburgh Fringe festival.

326/13 Youth Project

An email update from Cllr. O'Donoghue was noted.

327/13 Visitor Information Centre

The latest visitor and accommodation statistics to July 2013 including the numbers of MK18 visitors from Cllr Smith were received.

328/13 Christmas Lights Switch on

(207/13) Further information from the Glee Club was noted. Councillors **AGREED** that providing the Glee Club sang Christmas Carols only, they were welcome to perform at this year's event.

Cllrs O'Donoghue and Mahi would be co-ordinating the event with the Events Assistant.

ACTION: EVENTS ASSISTANT/CLLRS O'DONOGHUE AND MAHI

329/13 Traders Association

Members received an informal report from Cllr. Harvey on the Traders Association meeting held on Monday 19th August 2013.

Councillors discussed the importance of taking into account the views of all the users of parking facilities in town, and actively encouraged people to write to Cllr Brian Roberts at AVDC with their views on the changes to parking fees.

The Chairman commented that parking was a prominent subject for discussion at County level and that he would seek a meeting with County Cllr Ruth Vigor-Hedderly, and invite Councillors to attend.

ACTION: CLLR STUCHBURY

330/13 Correspondence

330.1 Letter and certificate from BALC Best Kept Village Competition

330.2 Minutes from the Christmas Parade Committee meeting held on 29th July 2013.

Both noted.

331/13 News releases

Forthcoming River Rinse information

332/13 Chairman's Items

None

333/13 Date of the next meeting: Monday 14th October 2013

Meeting closed at 8.50pm

Signed Date
Chairman