

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 14th October 2013** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

Present:	Cllr. H. Cadd	
	Cllr. D. Isham	
	Cllr. A. Mahi	
	Cllr. H. Mordue	
	Cllr. Ms. Newell	Town Mayor
	Cllr. M. Smith	
	Cllr. Mrs. C. Strain-Clark	
	Cllr. R. Stuchbury	Chairman
Also attending	Mrs. C. Bolton	Committee Clerk
	Mr. C. Robson	Deputy Town Clerk

433/13 Apologies for Absence

Apologies were received and accepted from Mrs Brubaker, Cllrs Bloomfield, G & P Collins and O'Donoghue.

434/13 Declarations of Interest

Councillor Strain-Clark declared an interest in Twinning (item 19), at that point in the meeting.

435/13 Minutes

The minutes of the meetings held on Monday 8th July and 27th August 2013 ratified at Full Council on 30th September 2013 were received and accepted.

436/13 Motion – Cllr Smith

That following general agreement in principle at the Environment, Property & Health Committee meeting on 2 September, this committee should organise a Dog Awareness event in Bourton Park at a suitable time in the future; such an event being aimed at encouraging responsible dog ownership and involving dog training and veterinary specialists if possible.

Councillor Smith informed Members that for some time there had been concerns raised through the Environment, Property and Health Committee regarding dog behaviour, with particular issues raised at times, in Bourton Park. It was felt appropriate for the TC&E committee to consider running an event in Spring 2014 to promote responsible dog ownership in the town and parks; to involve organisations such as dog trainers and local vets.

Members also discussed that more involvement from Councillors would be required to help run the event, and that Cllr O'Donoghue, who was a proactive user and keen advocate of the town's parks may wish to lead the event.

Proposed by Cllr Smith, seconded by Cllr Isham and unanimously **AGREED** that TC&E would facilitate a dog awareness event in Bourton Park in Spring 2014.

Councillor Stuchbury commented that more information on the event could be collated and brought to the next meeting.

ACTION: EVENTS ASSISTANT

437/13 Action List

The Action list was received.

197/13 Memory Book – The Deputy Town Clerk advised Members that Black Dog Design were in the process of re-quoting for printing. The Events Assistant was still progressing outstanding copyright issues with the Princes Trust.

321/13 Gazebo Hire Agreement – Councillor Newell reported that a re-draft had been done and sent to Cllr Stuchbury, the Deputy Town Clerk and Events Assistant for further input.

464/12 Remembrance Day Parade – The Deputy Town Clerk reported that he would put a draft protocol together as soon as possible. For the forthcoming parade Councillors discussed that members of the Town Council assemble and follow the Mayor in the parade up to the church; and return from the church in a uniform way, together as a group, following the main part of the parade, but further back from the Mayor. Cllr Stuchbury requested that Councillors meet at the chamber.

202/13 Fringe Week Ghost Walk – Cllr Strain-Clark queried whether there had been any come back on arranging the virtual ghost walk for those less able. There had not been a response so far. Cllr Strain-Clark would speak to Mr Grimsdale.

ACTION: CLLR STRAIN-CLARK

201.2 Bonfire and fireworks – Cllr Mahi reported that the Guides would be providing the food stall.

438/13 Markets

The Market report was received; the Deputy Town Clerk reported that traders had been told not to call out and the situation was being monitored. Trader's details including addresses and insurance certificates had been compiled and were available in the office. The Flea Market was operating well, as was the new Artisan Food Market which had reported 3 well supported Sundays. The Deputy Town Clerk commented that the Tuesday market had room for more stalls and would continue to work on that.

Cllr Isham commented that it was encouraging to see a busy Saturday market in the town.

439/13 Budgets

Members noted the budget reports.

440/13 Memory Book

The Memory Book item had been discussed above in Action Lists. The Deputy Town Clerk commented that it was not yet known what quantity of the book to print when it was ready. Councillors briefly discussed how the Memory book could be advertised through the Town Council's website and the Tourist Information Centre. Members **AGREED** that the Events Assistant supply pricing, with a variety of quantities quoted, via email and print volumes would be agreed by the Committee, so the item could be taken forward.

ACTION: EVENTS ASSISTANT

Cllr Mordue left during the following item

441/13 Charter Fair

Cllr Stuchbury gave a verbal update following the 1st weekend of the fair 12/13 October. The rolling road closure allowing the rush hour traffic to mostly clear the town had worked well. A more flexible approach adopted over recent years to allow this to happen has been of benefit to all parties. Cllrs Stuchbury and Smith commented that only 3 Councillors had come out to help facilitate the fair coming into the town, and that more paid staff had been on duty. Cllr Stuchbury asked for more help from Councillors for the following weekend of the fair – with help specifically required on Friday 18th October. The Events Assistant would send out a further request.

Members also agreed that staff running the fair, and the way in which the fair had been brought into town had been very well organised.

ACTION: EVENTS ASSISTANT

442/13 Pancake Race

(320/13) The Chairman reported that 2 schools had confirmed their willingness to take part in the pancake race if run on the High St. This would mean the Town Council could now seek a road closure for the next event in 2014. Cllr Bloomfield would chase up the other schools in the town to gauge their position.

ACTION: CLLR BLOOMFIELD/EVENTS ASSISTANT

443/13 Gazebo Hire Agreement

(321/13) Item discussed above in Action Lists.

444/13 Ownership of Events

(835/12+322/13) Councillors discussed the potential for specific Councillors to help with the calendar of events. Cllr Stuchbury commented that more Committee members should take an active part, or ownership of events run by the Town Council, for the benefit of the town. Cllr Smith requested a pro-forma be developed detailing the events to formalise ownership of events.

ACTION: EVENTS ASSISTANT

The Local Democracy event would be held on Friday 18th October and Cllr Stuchbury encouraged more Councillors to attend.

445/13 Forthcoming Events

A list of the forthcoming events was received.

Charter Fair 19th October

Local Democracy Event Friday 18th October at the Royal Latin School

Bonfire and Fireworks Saturday 2nd November – Volunteers to carry torches

Best Dressed Guy Saturday 2nd November

Remembrance Day Parade Sunday 10 November – Volunteers for barriers

Christmas Lights Switch On Saturday 30th November

Christmas Parade Saturday 14th December

Community Fair Saturday 14th December

Spring Fair March/April 2014

Food Fair 22/23 February 2014

446/13 Event Reviews

River Rinses 15th September and 6th October

The Chairman reported that both weekends of the River Rinse had been successful but registered disappointment that only 2 or 3 Councillors had been present. A good number of the public had been in attendance to help, over both weekends. Councillors briefly discussed that a large amount of tyres had been found in the river over the course of both weekends and that the areas in which they had been found would be easily accessible by vehicles – Members questioned whether they had been fly tipped.

Councillors also commented that the relevant land owners adjacent to Linden Village and the Cricket Club be reminded of their responsibility to maintain the banks of the river. A letter to AVDC should also be sent.

ACTION: EVENTS ASSISTANT

Comedy Night Sunday 29th September

Cllr Stuchbury reported that the Comedy night had been successful and roughly 150 tickets had been sold. Cllr Smith requested income and expenditure amounts be available for the next meeting. Councillors also discussed the content of some of the main comedian's act and that performers should be mindful of the sensitivities of their audiences, so as not to cause personal offence.

ACTION: EVENTS ASSISTANT

447/13 Youth Project

Cllr O'Donoghue was not present to provide an update.

448/13 Economic Improvements Project

A written report from the Events Assistant was received. Members discussed the work that the TC&E committee had achieved to benefit the town over the years, and that some projects had taken a considerable amount of time to complete. Members agreed that in some instances, other, perhaps voluntary organisations that had always done an excellent job in promoting the town did not have the budget to progress projects; such as those requiring minor maintenance items - painting railings, cleaning signs etc. It had in some cases been very difficult to establish who was responsible for such work, or to get agreement from Bucks County or AVDC to complete.

Cllrs went on to discuss a variety of projects that should be taken up by the TC&E Committee and **AGREED** to identify and progress –

Peripheral signage on the bypass – re-establishing signs, promoting town centre.

Street signage clutter – following a forthcoming audit by County Officers.

The general dilapidated and scruffy state of the town centre – i.e, maintenance items required.

Members also **AGREED** that access requirement become a regular feature on the TC&E agenda.

ACTION: OCTOBER AGENDA

449/13 Visitor Information Centre

Members received the latest visitor and accommodation statistics.

450/13 Traders Association

The minutes of the Traders Association meeting of the 16th September were received.

451/13 Twinning

The Minutes from the Twinning Association meeting held on 4th September were received. Cllr Stuchbury requested to know whether there would be a civic Twinning event in 2014.

ACTION: EVENTS ASSISTANT

452/13 Correspondence

None.

453/13 News releases

1. The Town Council would be looking into the ongoing access requirements for the less able.
2. Progress on the requirements for maintenance works to be carried out around the town.

ACTION: CLLRS MAHI AND STRAIN-CLARK

454/13 Chairman's Items

The Chairman reported that both the town's senior schools would be challenging Bucks County Council's transport for schools policy. In addition, that the County Council were expected to undertake a budget review in the near future.

455/13 Date of the next meeting: Monday 2nd December 2013

Meeting closed at 9.05pm

Signed Date
Chairman