

**MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON MONDAY 18th JUNE
2007 AT 7.00pm**

PRESENT Councillor T. Bloomfield
H. Cadd
Mrs. P. Desorgher
D. R. Isham
A. Mahi
H. Mordue
M. Smith
R. Stuchbury (Chairman)

For the Town Clerk Mrs. K. McElligott

APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors R. Newell and Mrs. P. Stevens and co-opted member Mr. M. Foster, Chairman, Buckingham Traders' Assocⁿ.

402/2007 ELECTION OF CHAIRMAN

Proposed by Cllr. Smith, seconded by Cllr. Desorgher, and **AGREED** that Cllr. Stuchbury be Chairman of the Events Committee.
Cllr. Cadd felt that it would have been proper for the Mayor to conduct the selection of the Chairman, as had happened at other Committees.

403/2007 ELECTION OF VICE-CHAIRMAN

Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** that Cllr. Newell be Vice Chairman of the Events Committee (Cllr. Newell having declared herself willing to stand).

404/2007 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

There were no declarations of interest for items on the agenda at this point.

405/2007 TO RECEIVE THE MINUTES OF THE LAST MEETING

Members accepted the minutes of the meeting held on 30th April 2007, ratified on 14th May 2007.

406/2007 ACTION REPORTS, UPDATES & CORRESPONDENCE

406.1 (381.1) Pancake Race – Mr. Foster

Mr. Foster had sent a written report that he was meeting Mr. Hall to discuss this.

406.2 (381.4) 'A' Board – Mr. Foster

Mr. Foster had this in hand.

406.3 (381.5) Coach Parking

The convenience of Buckingham Athletic's car park, as opposed to other suggested sites was discussed. A meeting would be set up with the Club, AVDC and Town Councillors to further the proposal: these would include Cllr. Smith (also representing the Economy Group of the Community Plan); Cllr. Cadd and Cllr. Isham (as a Town Councillors), and the Chairman if available.

ACTION COMMITTEE CLERK

406.4 (381.6) Town Centre signage

Willowlake Properties had given permission to site one post by the bench group between the Chamber window and the Red Cross shop.

AVDC required further information before agreeing. Members discussed various positions, pointing out that the sign would be visible in certain views of the Old Gaol if placed in the paving; alternatively it would have to be removable for the Fair if placed in the Bull Ring.

A majority of Members considered the Bull Ring (Jardine's side) to be the best site, with the Old Gaol in reserve. It was agreed that any problems could be resolved by the Chairman and the Clerk to expedite matters.

ACTION THE CHAIRMAN/COMMITTEE CLERK

406.5 (381.9) Holocaust Memorial Day

This item was postponed in the absence of Cllr. Newell.

406.6 (385) Environment Month

Cllr. Newell had established that the lack of activity was due to long term staff illness.

Members asked that AVDC be advised of their disappointment that no officer cover had been organised, leading to a season without any environmental events.

ACTION COMMITTEE CLERK

Copies of the following correspondence had been circulated with the agenda

406.7 (387.2) Remembrance Day Parade

Cllr. Cadd declared an interest as a member of the Royal British Legion.

New Members were informed that the Town Council had organised the Parade during a period when there was no local British Legion branch, and that since the Legion had taken back the Parade various problems had arisen with the Road Closure – leading to the possibility that the Police would cancel the Parade at the last minute – and with the procedure. The Town Council had offered to look after the Road Closure and barrier marshalling, leaving the Legion to invite appropriate guests. Wreath-laying protocol had been agreed as following the Lord Lieutenant's guidelines.

In 2006 no wreath had been organised for the Lord Lieutenant's representative; it was agreed that the Town Council should liaise with the Lieutenancy Office at County Hall over the ordering of the appropriate style of wreath.

Members proposed the following:

- The Town Council organise the Parade, including barriers and marshals
- The Town Council liaise over the ordering of a wreath with the Lieutenancy Office

- The Town Council liaise over the production of an Order of Service (backed by the accepted wreath-laying protocol) with the Royal British Legion
- The Mayor and Cllr. Mahi attend the next meeting of the Legion branch
- The Legion will keep the Office informed of the invitees/acceptances

ACTION COMMITTEE CLERK

406.8 (372) Baby Café: thanks for Bonfire collection donation

An invitation was also extended to Councillors to visit the Baby Café (with prior notice) on a Thursday morning.

406.9 (389.2) Church, re Road Closure

The closure for the Parish Fete had worked well; it was confirmed that the toilets would be available for the Teddy Bears Picnic, but unfortunately the Church would be unable to provide teas due to the double booking with the Scout Parade.

406.10 (389.3) University, re Road Closure

Mr. Merrick had given contact details for current staff for liaison over the closure for Graduation.

407/2007 COUNCILLOR RESPONSIBILITY FOR EVENTS

Members agreed the following linking of Councillors with events:

Remaining 2007/2008 EVENTS

<u>Event</u>	<u>Date</u>	<u>Councillor agreed</u> <u>22/1/07</u>	<u>Shadow/Deputy</u>
Farmers' Markets	1 st Tuesday every month	Cllr. Stevens	Cllr. Smith
Market Entertainment	As agreed		
Buckingham in Bloom	(School, Business competitions only)	<u>Business</u> Cllrs. Newell & Cadd <u>Schools</u> Cllr. Newell	
Environment Month	June	Cllr. Newell	
Teddy Bears Picnic	June 24 th	The Mayor	Cllr. Bloomfield Cllr. Cadd
Festival Fortnight	July 7 th – 23 rd	Cllr. Stuchbury	Cllr. Smith
BandJam	August 26 th	Cllr. Stuchbury	Cllr. Smith
River Rinse	September 16 th	Cllr. Newell	Cllr. Bloomfield
Charter Fair	Saturday, October 13 th	Cllr. Cadd Cllr. Stuchbury	Cllr. Bloomfield Cllr. Desorgher
Charter Fair	Saturday, October 20 th	Cllr. Cadd Cllr. Stuchbury	Cllr. Bloomfield Cllr. Smith
Bonfire/Fireworks Buckingham Acoustic in the Market	November 3 rd	Cllr. Mordue	Cllr. Mahi
Christmas Lights & carols	Saturday November 24 th	The Mayor	Cllr. Cadd

French Market	Saturday 24 th		
Community Fair & Marionette Show	December 8 th	Cllr. Bloomfield	
Christmas Parade	December 8 th	The Mayor	Cllr. Stuchbury
Pancake Race 2008	Tuesday, February 5 th	(Mr. Foster)	

408/2007 (381.8) THAMES & CHILTERN IN BLOOM

Cllr. Newell was believed to have this in hand.

409/2007 (392) TEDDY BEARS PICNIC (JUNE 24TH)

Councillors as above would be available; the marionette show vehicle was the only one with a parking permit to date. Cllr. Stuchbury would check on the Saturday and remove obvious dog faeces. The Mayor's bear would feature in publicity in this week's *Advertiser*.

410/2007 (394) BUCKINGHAM IN BLOOM COMPETITION

410.1 Business Competition

It was explained that in previous years Mr. Lehmann had taken photographs of business premises in the town and industrial estates, including the hospital and similar concerns, that he considered worthy of entry. The judging panel made their decision based on the photos.

Cllr. Isham offered to take the pictures.

410.2 Judging the Business and Schools competitions

The judges would be Cllr. Cadd, Cllr. Desorgher and Cllr. Newell with Councillor Stevens in reserve. The judges would need to agree appointment times with the individual schools; term was due to end on July 20th.

411/2007 (386) BUCKINGHAM SUMMER FESTIVAL FORTNIGHT (JULY 7TH – 22ND)

411.1 To receive an update on Festival events

The next Festival Fortnight meeting would be held on Wednesday 20th June. It appeared that a PA system would not be available for the BandJam event on 21st July; the Chairman had managed to source one at short notice at a cost of £300 - £450. The Committee agreed this expenditure. The matter would be taken up with AVDC after the Wednesday meeting.

The brochures would be inserted into the *Buckingham and Winslow Advertiser*, the *Bicester Advertiser* and the *Brackley and Towcester Advertiser*. Some copies would be taken to the Teddy Bears picnic for handing out.

411.2 To arrange Councillor cover for the Day in the Park (July 22nd)

All Members would be circulated with a timetable to sign up for times when they would be available. The Mayor would be present all day.

412/2007 (384) BAND JAM AND ITALIAN MARKET (AUGUST 26TH)

Arrangements would be made to remove the bollards to get the lorry/stage in. It was likely the Swamis would headline.

The same contractor as attended at short notice for the May Music Festival was putting on a continental market in the Cattle Pens.

413/2007 CHARTER FAIR

Members accepted the quotation received for litter clearance after each Fair, cost to be met from market revenue, budget head 302. Previously the same company had carried out both Fair and street market clearance; when the market contract ceased in August 2006 the increased Fair costs were borne by the Council.

The showmen's Charter Fair contract was coming up for re-negotiation and the litter clearance would be included in the new agreement.

A new Member had sent written questions which were answered as follows:

1. Keyskips have an appropriate Waste Management Licence; they, and their predecessor company Lift & Shift, have worked for this Council for many years.
2. Post-Fair clearance is carried out c. 2am on a Sunday morning when the Fair is taken down. It is unlikely that separation of recyclables is carried out as collection is made.
3. The company is VAT registered (No.550 9230 57); the quotation was submitted on their letterhead not billhead paper.

414/2007 (391) TO REVIEW THE MAY DAY CELEBRATIONS

Members who had attended reported a very positive response and the children had clearly enjoyed the morning. It was decided to mount the same event next year. Some criticism was levelled at the poor coverage in the local paper.

415/2007 (382) TO REVIEW THE MAY MUSIC FESTIVAL AND ITALIAN MARKET

The Chairman expressed his thanks to the Acoustic Club who had performed for over 6 hours in progressively worsening weather. Rising winds had forced an early finish and the cancellation of the headline band, Soul Fever.

The Mayor noted that Soul Fever had been booked for a soul and rock concert in aid of the Mayor's Charity on the 10th November 2007.

416/2007 TO DISCUSS BUCKINGHAM BECOMING A PLASTIC CARRIER-FREE TOWN

As Cllr. Newell had requested that this item be placed on the agenda, it was deferred to the next meeting.

417/2007 (395) TO RECEIVE THE COSTS OF NEW REGIONAL FLAGS AND CONSIDER PURCHASE

The Clerk regretted that the pressure of work meant that costs had not yet been obtained.

The Committee agreed that, unless there was any public demand, the Council would not purchase appropriate flags for St. Patrick's, St. David's and St. Andrew's Days. The Clerk would obtain guide prices for the file.

ACTION THE COMMITTEE CLERK

The Mayor pointed out that the Town flag on the Old Gaol was getting tatty and the one on the flagpole was torn.

Proposed by Cllr. Isham, seconded by Cllr. Cadd, and **RECOMMENDED** that the Finance and Administration Committee purchases new Town flags.

418/2007 TO CONSIDER HANGING BASKET WATERING COVER FOR THE CARETAKER'S HOLIDAYS IN SEPTEMBER

Cllr. Bloomfield reported that Mr. Archdeacon would be willing to cover all but the last day of the holiday period at the hourly rate paid to Mr. Jones. Cllr. Bloomfield offered to do the last day himself, donating the payment to the Mayor's Charity, providing this was acceptable under the Code of Conduct.

Members then discussed the employment of a person qualified to ride the quadbike, as many events required.

Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **RECOMMENDED** that a second caretaker be employed (ref. Environment & Property Min. 422/2007) who should possess a licence suitable for use of the quadbike and be willing to undertake the training if necessary.

419/2007 TO DISCUSS THE PROVISION OF AUDIO SERVICES FOR EVENTS, IN THE LIGHT OF MR. TRY HAVING BECOME A COUNCILLOR.

Cllr. Try had pointed out that he would be unable to provide PA and other services to the Council under the Code of Conduct.

Members discussed examples of other Councillors and various possible solutions. AVDC Legal Dept. would be contacted for their opinion.

ACTION COMMITTEE CLERK

420/2007 TO RECEIVE REPORTS ON THE MARKETS:

420.1 Street Market

The Clerk reported that the Tuesday Bull Ring biscuit and snacks trader had complained about the new planters, about which he had not been consulted. It had been pointed out that the installation of summer and winter planters pre-dated his attendance at the market.

Cllr. Cadd reported that the umbrellas of the Saturday Bull Ring trader were set up so close to the planters as to risk damaging them.

ACTION COMMITTEE CLERK/MARKET TOBY

420.2 Flea Market

No report.

420.3 Farmers' Market

No report.

420.4 Requests for Charity stall space from

Buckingham Centre for the Arts (27th October) - granted

Buckingham Twinning Association (24th November) - granted

(The Mayor declared an interest in the latter request)

421/2007 BUDGET

The budget sheet had been circulated with the agenda; there was no discussion.

422/2007 CHAIRMAN'S ITEMS FOR INFORMATION

Press releases

422.1 Planters and hanging baskets.

When the planters had matured a little, a release featuring a picture of Cllr. Desorgher with the new planters would be sent to the *Advertiser*.

422.2 Marshals

Due to the poor response to contact with various organisations, the Clerk would appeal via the *Advertiser* for volunteers to marshal events.

Members agreed that young people from 18-21 would be accepted providing they were stationed with an older marshal, two persons per barrier being the norm.

ACTION COMMITTEE CLERK

Meeting closed at 8.45pm.

CHAIRMAN DATE