



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, CORNWALLS MEADOW,
BUCKINGHAM. MK18 1RP

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TOWN CENTRE &
EVENTS COMMITTEE

Wednesday, 25 March 2020

Councillors

You are summoned to a meeting of the Town Centre & Events Committee of Buckingham Town Council will be held online on **Monday 30th March 2020 at 7pm** at the following url:

<https://zoom.us/j/116720555?pwd=eW81WVRYd1kyZkY4aXdxWERJeHVLdz09>

Or by logging into Zoom and using:

Meeting ID 116 720 555

Meeting Password 262994

Mr. P. Hodson
Town Clerk

Please note that the Town Centre & Events Committee meeting will be preceded by Public Question time in accordance with Standing Order 3.f, which will last for a maximum of 15 minutes

AGENDA

- 1. Apologies for Absence**
Members are asked to receive apologies from Councillors.
- 2. Declarations of Interest**
To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.
- 3. Minutes**
To receive the minutes of the Meeting held on [Monday 2nd December 2019 received at Full Council on 27th January 2020. \(TCE/04/17\)](#) **Copy previously circulated**
- 4. Action List** **Appendix A**
To receive action reports and updates
- 5. Markets** **TCE/182/19**
To receive an End of Year Report from the Deputy Town Clerk
- 6. Budget**



Twinned with Mouvaux, France

Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't.

All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk send you a copy of any minutes, reports or other information. To do this, send a request using the contact details set out above.

To receive the latest budget figures

Appendix B

7. COVID-19 update

To receive a verbal update from the Events Coordinator and the Town Clerk

8. Litter Picking

To discuss whether or not to move the date of the litter picking to 27th September to fit in with the revised date for the Keep Britain Tidy Campaign.

9. Forthcoming Events

9.1 Buxplore Launch	Sunday 26 th April, Cattle Pens TBC	TCE/183/19
9.2 Spring Fair	Sunday 26 th April, Cattle Pens	TCE/184/19
9.3 May Day	Friday 1 st May 11am Church Green TBC	
9.4 VE Day	Friday 8 th May POSTPONED UNTIL AUGUST	
9.5 Re-dedication of War Memorial	Wednesday 20 th May TBC	
9.6 Litter picking	Saturday 14 th June	
9.7 Music in The Market	Sunday 24 th May 1pm-10pm Bull Ring	CANCELLED

10. Event Reviews

10.1 Pancake Race – To receive a written report from the Events Coordinator	TCE/185/19
10.2 Food Fair - To receive a written report from the Events Coordinator	TCE/186/19
10.3 Death Café/Good Endings Fair - To receive a written report from the Events Coordinator	TCE/187/19
10.4 Lace Hill Table Top Sale – to receive a written report from the LHSCC Coordinator	TCE/188/19

11. Access

12. Tourist Information Centre Temporary Closure

To receive a verbal update from the Deputy Town Clerk

13. Tourist Information Centre Website

To receive a written report from the Deputy Town Clerk **TCE/189/19**

14. Youth Council

To receive an update from the lead Councillors

15. Alternatives to Buckingham in Bloom (min 740/19 refers)

To receive a written report from the Events Coordinator **TCE/190/19**

16. Climate Emergency Event

To receive a written report from the Committee Clerk **TCE/191/19**

17. Twinning

To receive a verbal report from the Town Clerk regarding the proposed civic event on 12 December 2020

18. Best Kept Village Competition 2020

To note that this event has been cancelled.

19. News Releases

20. Chair’s Items

21. Date of the next meeting: Monday 8th June 2020

To:

Cllr. T. Bloomfield
Cllr. Mrs. M Gateley
Cllr. Harvey
Cllr. A. Mahi

Vice Chair

Chair

Cllr. M. Cole (Town Mayor)
Cllr. L. O'Donoghue
Cllr. Mrs. C. Strain-Clark
Cllr. R. Stuchbury

Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
TC&E	69/19; 510/19	Litter Picking Event	Members AGREED to holding a litter picking event in Buckingham on the 14 th June 2020 to allow new Town Councillors to take part, and to avoid the purdah period which will precede the Town Council elections on 7 May 2019.	Events Coordinator	Update at March's meeting	March
TC&E	71/19; 517/19	WW1 War Memorial Rededication	AGREED for the Events Coordinator to progress with arrangements for a rededication service on the 20th May 2020. To invite the Lord Lieutenant, the Bishop of Buckingham, High Sherriff, Town Mayor, Town Councillors and new Unitary Councillors to a re-dedication of the Memorial on 20 May 2020, exactly one hundred years after it was first established. And to precept for the year beginning April 2020 to pay for a small community lunch on that day for the descendants of those named on the memorial from WW1.	Events Coordinator	Update at March's meeting	March
TC&E	72/19	Buckingham Calendar	Proposed by Cllr. Bloomfield and seconded by Cllr. Harvey to run a photography competition online and choose twelve winning photos which will be made into a calendar printed by Colour Calendars at a cost of £789 to be sold in the TIC at a cost of £5.50 each	Tourist Information Coordinator	AGREED for a report to come back to the July meeting on the 2021 edition	July
TC&E	257/19; 518/19	VE Day Anniversary	Members AGREED for the Events Coordinator to report back to a future meeting of TC&E Committee.	Event Coordinator	Update at March's meeting . Postponed until August 2020	March
TC&E	252	Bard of Buckingham	AGREED that a small working group is established, including members of TC & E and local poets, to devise a promotional campaign and the details of the election event for a Bard of Buckingham and Junior Bard.	Events Coordinator	Update at March's meeting	March
TC&E	254.7/1 9	Good Endings	Members AGREED for the Events Coordinator to proposed a date for the Good Endings Fair 2020.	Events Coordinator	Update at March's meeting . Postponed until September 2020	March

Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
TC&E	411/19	Car Parking Charges at Buckingham Hospital	AGREED for the Town Clerk to summarise the Councillors' concerns and invite Mr McFarlane and Ms Williams the Town Centre & Events Committee on the 10th February 2020.	Town Clerk		February
TC&E	520/19	Christmas Lights	Members AGREED for the event plan to be put before Committee for review and agreement at the October 2020 meeting	Events Coordinator	19th October 2020	Oct-20

BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 30TH MARCH 2020

Contact Officer: Claire Molyneux, Deputy Town Clerk

Buckingham Markets End of Year Report

1. Recommendation

1.1. To note the Buckingham Markets End of Year Report.

1.2. To note the latest C-19 measures.

2. Information

2.1. The Council currently operate two markets. The Flea market runs on a Saturday and the Main Market which runs on a Tuesday and parallel to the Flea Market on a Saturday. Both Markets are overseen by the Markets Manager.

2.2. It has been a difficult year for markets in general. They have been badly effected by changing shopping habits as people shop less in town centres and high streets. Outdoor markets also struggled with poor weather especially during last summer. As we approach the end of the financial year markets are being directly affected by the Covid-19 virus. Buckingham Market has had to turn away regular stallholders and has directly lost income as a result.

2.3. The Buckingham Markets are in comparatively good health although the Flea Market suffered badly from the run of poor weekend weather during the peak summer months, with traders understandably reluctant to attend in heavy rain.

2.4. There has been a real push to modernise the main market and new high quality vendors have been headhunted. The most notable of these is Feast which offers fresh, varied street food. Just as Covid-19 started to make an impact negotiations were being finalised with a plastic-free produce stall where shoppers would bring their own containers and purchase foods such as rice, pasta and cereals in any quantity they required. In addition, the existing stalls have been encouraged to change. The fruit and veg stall are

now plastic free and all stalls are happy to fill shopper's own containers if requested.

2.5. During the year there has been considerable effort to develop a social media presence for the market. This was as much about marketing Buckingham to potential new traders as it was promoting the markets to the public. It has been extremely successful and the Markets Instagram account now has more than 1,000 followers.

3. C-19 Update

3.1. At the time of writing this report the Main Market is still trading but only those stalls which sell essential supplies such as food and household goods. This fully complies with current government guidance which states that all indoor and outdoor markets must close except for:

“Market stalls which offer essential retail, such as grocery and food.”

3.2. Strict handwashing measures are in place and 2m markings are drawn in chalk to enforce social distancing. As the number of stalls has been greatly reduced they are spaced as far apart as possible and the chalk markings will direct queues to form apart from each other.

3.3. It is possible that the markets will receive a business rates suspension for the next financial year but at this time we trying to clarify the full details.

4. Income and Expenditure comparison.

4.1. Despite the difficulties detailed above the markets have increased their annual net income by £1,472. This came from an increase in stalls on the Main Market and a reduction in infrastructure expenditure.

4.2. Please note these figures are slightly provisional as the takings from the final market of the financial year (28th March 2020) have been estimated from who is expected to attend.

5. Income and Expenditure T

5.1. 2018-2019 income and expenditure.

Expenditure	
Rates	£2,193
Subs	£318
Infrastructure and promotion	£1,424
	£3,935
Income	
Main Market	£13,683
Flea Market	£4,038
	£17,721
Profit	£13,786

5.2. 2019-2020 Income and Expenditure.

Expenditure	
Rates	£2,087
Subs	£358
Infrastructure and promotion	£960
	£3,405
Income	
Main Market	£15,258
Flea Market	£3,615
	£18,873
Profit	£15,468

<u>INCOME AND EXPENDITURE - EXPLANATION OF DIFFERENCES</u>				
PAGE No	CODE	COST CENTRE	AMOUNT	EXPLANATION
1	4094	301	-£198.00	Overspend due to no LAF 19/20 funding for basketball coaching (this was booked in Feb 2019
				aware that no funding was being given)
1	4104	301	-£209.00	Overspend due to extra winter planters not budgeted for
1	4213	301	-£13.00	Overspend due to purchase of metal stakes required but not in original budget
1	4243	301	-£182.00	Purchase orders carried forward for removal of bollards not invoiced for 3 x years - not precepted for
2	4017	302	-£28.00	subscription cost increase not expected but subscription still required
3	9033	901	-£3,776.00	Income for 2018-2019 or 2019-2020 not received so will show as an overspend. Once income is received
				then it will be shown in the income section - N/Lcode 1070 901.

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>EARMARKED RESERVES</u>						
<u>901 EARMARKED RESERVES</u>						
9001 YOUTH COUNCIL	0	1,000	1,000		1,000	0.0%
9002 CEMETERY DEVELOPMENT	0	20,000	20,000		20,000	0.0%
9004 SOLAR PANEL LACE HILL	0	28,076	28,076		28,076	0.0%
9006 SPEED WATCH	0	598	598		598	0.0%
9012 CHRISTMAS LIGHTS	7,753	7,753	(0)		(0)	100.0%
9015 CHARTER FAIRS	0	4,136	4,136		4,136	0.0%
9025 PLAY AREA REPLACEMENT	0	27,121	27,121		27,121	0.0%
9027 GREEN BUCKINGHAM GROUP	0	226	226		226	0.0%
9029 CIRCULAR WALK MAINT	0	5,399	5,399		5,399	0.0%
9030 TOURISM LEAFLETS	0	2,404	2,404		2,404	0.0%
9033 ECONOMIC DEVELOPMENT GRP	6,316	2,540	(3,776)		(3,776)	248.7%
9035 PARKS DEVELOPMENT	0	1,405	1,405		1,405	0.0%
9036 ELECTION COSTS	0	3,188	3,188		3,188	0.0%
9037 FAIR TRADE	400	400	0		0	100.0%
9040 PARK RUN	0	89	89		89	0.0%
9041 BONFIRE AND FIREWORK	200	200	0		0	100.0%
9045 ACCESS FOR ALL	269	520	251		251	51.8%
9046 PLANNING DISPLAY EQUIPMENT	4,613	5,832	1,219	1,219	(0)	100.0%
9048 BAG FUND	788	2,071	1,283		1,283	38.0%
EARMARKED RESERVES :- Indirect Expenditure	<u>20,340</u>	<u>112,958</u>	<u>92,618</u>	<u>1,219</u>	<u>91,399</u>	<u>19.1%</u>
Net Expenditure	<u>(20,340)</u>	<u>(112,958)</u>	<u>(92,618)</u>			
EARMARKED RESERVES :- Income	0	0	0			0.0%
Expenditure	<u>20,340</u>	<u>112,958</u>	<u>92,618</u>	<u>1,219</u>	<u>91,399</u>	<u>19.1%</u>
Movement to/(from) Gen Reserve	<u>(20,340)</u>					
Grand Totals:- Income	0	0	0			0.0%
Expenditure	<u>20,340</u>	<u>112,958</u>	<u>92,618</u>	<u>1,219</u>	<u>91,399</u>	<u>19.1%</u>
Net Income over Expenditure	<u>(20,340)</u>	<u>(112,958)</u>	<u>(92,618)</u>			
Movement to/(from) Gen Reserve	<u>(20,340)</u>					

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>TOWN CENTRE & EVENTS</u>						
<u>301 TOWN CENTRE & EVENTS</u>						
1013 HANGING BASKETS	533	400	(133)			133.3%
1028 LACE HILL EVENTS INCOME	779	1,000	221			77.9%
1029 GOOD ENDINGS FAIR INCOME	810	1,000	190			81.0%
1033 ICE RINK INCOME	0	8,000	8,000			0.0%
1062 COMMUNITY FAIR - TABLE INCOME	180	200	20			90.0%
1066 COMEDY NIGHT INCOME	1,312	3,000	1,688			43.7%
1069 CHARTER FAIR INCOME	6,876	6,670	(206)			103.1%
1086 FIREWORK DISPLAY INCOME	0	100	100			0.0%
1087 CHRISTMAS LIGHT INCOME	25	100	75			25.0%
	<u>10,515</u>	<u>20,470</u>	<u>9,955</u>			<u>51.4%</u>
TOWN CENTRE & EVENTS :- Income						
3997 NI TC & E	2,959	5,446	2,487		2,487	54.3%
3998 PENSION ERS TC & E	9,700	11,620	1,920		1,920	83.5%
3999 WAGES & SALARIES TC & E	51,716	55,096	3,380		3,380	93.9%
4042 EVENTS EQUIPMENT	845	1,000	155		155	84.5%
4079 FAIR TRADE PROMOTION	385	400	15		15	96.3%
4094 YOUTH PROJECT	3,198	3,000	(198)		(198)	106.6%
4104 TOWN IN BLOOM	7,209	7,000	(209)		(209)	103.0%
4107 PRIDE OF PLACE	174	250	76		76	69.6%
4115 RIVER RINSE	165	400	235		235	41.3%
4119 ICE RINK	0	8,000	8,000		8,000	0.0%
4126 GOOD ENDINGS FAIR	221	1,000	779		779	22.1%
4166 LACE HILL EVENTS	956	1,000	44		44	95.6%
4201 CHRISTMAS LIGHTS	11,085	11,000	(85)		(85)	100.8%
4202 FIREWORK DISPLAY	4,224	5,000	776		776	84.5%
4203 COMMUNITY FAIR	221	400	179		179	55.3%
4205 CHRISTMAS PARADE	3,500	3,900	400		400	89.7%
4208 SPRING FAIR	128	530	402		402	24.1%
4210 PANCAKE RACE	34	75	41		41	45.1%
4211 BAND JAM	3,415	3,500	85		85	97.6%
4212 CHRISTMAS LIGHT SWITCH ON	1,240	1,500	260		260	82.7%
4213 DOG AWARENESS	508	495	(13)		(13)	102.6%
4216 MAY DAY EVENT	0	50	50		50	0.0%
4220 MUSIC IN THE MARKET	3,398	3,500	102		102	97.1%
4230 SCOUT PARADE	0	50	50		50	0.0%
4241 COMEDY NIGHT EXPENDITURE	1,725	3,000	1,275		1,275	57.5%
4243 CHARTER FAIR EXPENDITURE	273	7,345	7,072	7,254	(182)	102.5%
4260 TWINNING	0	2,000	2,000		2,000	0.0%
	<u>107,278</u>	<u>136,557</u>	<u>29,279</u>	<u>7,254</u>	<u>22,025</u>	<u>83.9%</u>
TOWN CENTRE & EVENTS :- Indirect Expenditure						
Net Income over Expenditure	<u>(96,763)</u>	<u>(116,087)</u>	<u>(19,324)</u>			

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>302 STREET MARKET</u>						
1005 STREET MARKET	14,438	14,000	(438)			103.1%
1006 FLEA MARKET	3,615	5,000	1,385			72.3%
STREET MARKET :- Income	<u>18,053</u>	<u>19,000</u>	<u>947</u>			<u>95.0%</u>
4017 SUBSCRIPTIONS	358	330	(28)		(28)	108.5%
4225 RATES	2,087	3,000	913		913	69.6%
4235 MARKET INFRASTRUCTURE & PROMOT	960	1,500	540		540	64.0%
STREET MARKET :- Indirect Expenditure	<u>3,405</u>	<u>4,830</u>	<u>1,425</u>	<u>0</u>	<u>1,425</u>	<u>70.5%</u>
Net Income over Expenditure	<u>14,648</u>	<u>14,170</u>	<u>(478)</u>			
<u>303 SPECIAL EVENTS</u>						
1020 FOOD FAIR INCOME	605	500	(105)			121.0%
1083 FRINGE INCOME	2,818	3,000	182			93.9%
SPECIAL EVENTS :- Income	<u>3,423</u>	<u>3,500</u>	<u>77</u>			<u>97.8%</u>
4221 FRINGE	7,305	6,000	(1,305)		(1,305)	121.7%
4242 FOOD FAIR	21	500	479		479	4.2%
4244 REMEMBRANCE FLAGS	219	420	201		201	52.2%
SPECIAL EVENTS :- Indirect Expenditure	<u>7,545</u>	<u>6,920</u>	<u>(625)</u>	<u>0</u>	<u>(625)</u>	<u>109.0%</u>
Net Income over Expenditure	<u>(4,122)</u>	<u>(3,420)</u>	<u>702</u>			
<u>305 TOURIST INFORMATION CENTRE</u>						
1084 TIC INCOME	21,152	32,000	10,848			66.1%
1088 HERITAGE APP INCOME	10,000	10,000	0			100.0%
TOURIST INFORMATION CENTRE :- Income	<u>31,152</u>	<u>42,000</u>	<u>10,848</u>			<u>74.2%</u>
4253 TIC TICKETS AND PRODUCE	22,270	30,000	7,730		7,730	74.2%
4255 HERITAGE APP EXPENDITURE	3,052	10,000	6,948	2,039	4,909	50.9%
TOURIST INFORMATION CENTRE :- Indirect Expenditure	<u>25,322</u>	<u>40,000</u>	<u>14,678</u>	<u>2,039</u>	<u>12,639</u>	<u>68.4%</u>
Net Income over Expenditure	<u>5,830</u>	<u>2,000</u>	<u>(3,830)</u>			
<u>306 ACCESSIBILITY</u>						
4254 ACCESS ABLE	3,400	3,400	0		0	100.0%
ACCESSIBILITY :- Indirect Expenditure	<u>3,400</u>	<u>3,400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100.0%</u>
Net Expenditure	<u>(3,400)</u>	<u>(3,400)</u>	<u>0</u>			
TOWN CENTRE & EVENTS :- Income	63,143	84,970	21,827			74.3%
Expenditure	146,950	191,707	44,757	9,293	35,464	81.5%
Movement to/(from) Gen Reserve	<u>(83,807)</u>					

Detailed Income & Expenditure by Budget Heading 31/03/2020

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	63,143	84,970	21,827			74.3%
Expenditure	146,950	191,707	44,757	9,293	35,464	81.5%
Net Income over Expenditure	<u>(83,807)</u>	<u>(106,737)</u>	<u>(22,930)</u>			
Movement to/(from) Gen Reserve	<u>(83,807)</u>					

BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 30th March 2020
Buxplore Launch event

Contact Officer: Louise Stubbs, Communications Clerk

1. Recommendations

- 1.1. It is **RECOMMENDED** that the Buxplore community heritage app launch still takes place on the 26th April but as a virtual event across social media channels, not as a physical launch.
- 1.2. It is **RECOMMENDED** that a Buxplore app end of project celebration take place instead, date to be decided.

2. Background

- 2.1. The grant bid for Buxplore included a commitment to hold a launch event, and a budget to cover this. The Communications Clerk has made some initial arrangements for the launch of Buxplore on the 26th April. These included the hire of musicians, face painter and the purchase of a cake.
- 2.2. Given the current Coronavirus pandemic advice to avoid unnecessary social contact and practice social distancing none of these activities are possible.
- 2.3. As we are launching digital content, it is possible to launch the app entirely digitally. The arrangements for the physical launch can either be cancelled, delayed or turned into a digital option. At a time when residents are being encouraged to exercise, the app could be particularly useful and might gain more interest than would have been the case under different conditions.
 - 2.3.1. *Musician* – ask if they would do an online live stream via facebook live to provide entertainment.
 - 2.3.2. *Cake* – delayed and used as an end of project celebration
 - 2.3.3. *Face painter* – cancelled.
 - 2.3.4. *Launch announcement/speech of thanks* – can be given digitally, recorded in advance.

BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 30th MARCH 2020

Contact Officer: Amanda Brubaker, Events Co-ordinator

SPRING FAIR

1. Recommendation

- 1.1. It is recommended that the event is cancelled. The Town Council would not lose any funds by cancelling.
- 1.2. Based on what is happening now, visitor numbers to the event may be low and there is the possibility that we could all be in lockdown by then.

2. Background

- 2.1 The Spring Fair is due to take place on Sunday 26th April 2020 in the cattle pens with the launch of the Buxplore App. The government prohibition on more than two people gathering together means that the event would be impermissible at present. It is highly unlikely that this situation will change sufficiently by 26th April to allow the event to go ahead.

BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 30th MARCH 2020

Contact Officer: Amanda Brubaker, Events Co-ordinator

Pancake Race

1. Recommendations

- 1.1. It is recommended that we continue to hold the Pancake Races as they are enjoyed by both young and old.
- 1.2. It is recommended that the adult race is split into a Men's race and a Women's race. Currently the adult race is combined, but there are enough adult participants that could warrant the split.
- 1.3. It is recommended that the Team relay be for anyone who can make up a team rather than just businesses, as the small businesses are unable to enter, as they do not have enough staff to keep the business open and take part in the event.

2. Background

- 2.1. Organised by Buckingham Town Council, the annual pancake races take place on the green outside St Peter and St Paul Church.
- 2.2. The event is opened by the Town Mayor and Town Crier.
- 2.3. Open to everyone and consists of 4 races for different age categories (5 and under, 6-11 year olds, 12-16 year olds and adults).
- 2.4. There are also team relay races and new this year a pancake tossing competition for those that do not want to take part in the races
- 2.5. Small prizes are given to all participants of the children's races and a small trophy for the winners.
- 2.6. Buckingham Town Council provides the pancakes and there is one rule being all competitors must wear a headscarf and pinafore and bring their own small frying pan.

3. Information

- 3.1. Even though it was a very blustery day the rain held off so that the event could take place.
- 3.2. The PA system was set up for the Mayor to welcome everyone to the event and to start the races.
- 3.3. Tortilla shells are used instead of pancakes, as they are more durable.
- 3.4. The Bard of Buckingham read out his poem (copy attached).
- 3.5. Participation was good for all the classes except for the 12-16yrs where there were no participants.
- 3.6. There were no participants for the pancake tossing competition, even though it was announced and Bethanie Dowden did ask people if they would like to take part.
- 3.7. Greg Smith MP for Buckingham was in attendance and took part in the races.
- 3.8. This year prizes for the winners were donated by Tesco on the London Road.
- 3.9. The podium that was made by Men in Sheds last year was used for the prize giving.
- 3.10. 1st place winners were awarded with medals and a chocolate Easter Egg, 2nd place chocolate bunny and 3rd place some chocolate. Prizes were awarded by Mayor Cllr Mark Cole, Cllr Andy Mahi and Cllr Jon Harvey.

Winners

5 yrs and Under

- 1 Logan Mays
- 2 Frankie Armstrong
- 3 Caleb Holland

Adult Class

1. Dean Jones
2. Warren Whyte
3. Robin Stuchbury

6 – 11yrs

1. Alexander Phillips
2. Robert Lungu
2. Harris Thompson
3. Anya Dayton

Team Relay

1. Dean Jones Team
2. Warren Whytes Team
3. Team Crepes

Cost for the event

301/4210	£75
Engraved medals for winners	£29.13
Frying Pan for Mayor Bear	£4.70
Chocolate to give to participants	£33.00
Total	£66.83

Donation From Tesco

Chocolate eggs, and bunnies	£30
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Refund

Refund of Chocolate bunnies bought by BTC	£24.00
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Total Spent On Event After Donation From Tesco & Refund

	£42.83
Left in budget 301/4210	£32.17

Staff Working At The Event

Amanda Brubaker, Events Co-ordinator

Craig Calder, Green Spaces Team

Bethanie Dowden, Business & Admin Apprentice

Staff Attending Event

Paul Hodson, Town Clerk

Russell Cross, Town Crier

Cllrs Volunteering At Event

Cllr Mark Cole, Mayor

Cllr Terry Bloomfield, Lead Cllr

Cllr Andy Mahi, Chair TC&E

Cllr Mike Smith

Cllr Jon Harvey

Cllrs Attending The Event

Cllr Margaret Gateley

Cllr Christine Strain-Clark

Cllr Robin Stuchbury

Cllr Warren Whyte

Cllr Charlie Clare

Greg Smith MP for Buckingham

'That's what makes us 'British'

A very odd tradition,
these flippin' pancake races;
Flippin' on a strip of land,
some falling on their faces.

Their 'battery' concoctions,
often flat and rather bland;
Energised with a drop of lemon juice,
Flipped flippin' high with wrist and
hand.

The idea of this 'flippin' race'
to sprint whilst gripping pan
and flip the flat anaemic cake
fast past a cheering gran.

'Flippin fun',
'It's flippin' great'
'It's a flippin' odd tradition'
'we always flippin' go whatever'
Because we're flippin' weird in Britain.

These oddities we engage in
and rarely question, delve or pry,
yet carry on regardless,
without so much as 'why?'

Morris dancers, mayors and jesters,
Maypole Dancing too;
Pantomimes, Dames and Tar Barrels,
Fire effigies in Lewes.

Cheese Rolling, Bards and burning
Guys
Christmas Trees and Halloween;
Easter Eggs, Town Cryers;
And his....'God save the Queen'.

It's flippin funny really,
when you come to think of it;
Running with a flippin' pan in hand
and looking like a twit.

But 'that's what makes us 'British',
in towns like Buckingham.
Festivals and carnivals,
tea and scones with strawberry jam.

'We wouldn't have it any other way'.
'It's the way things have always been'.

Frying batter in the spring time;
Racing pancakes on church green.

BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 30TH MARCH 2020

Contact Officer: Amanda Brubaker, Events Co-ordinator

FOOD FAIR

1. Recommendation

1.1. It is recommended that we continue with the Food Fair again next year as it is very popular with local residents and also brings people into Buckingham from outlying villages.

1.2. It is recommended that we increase the signage on the day and look at purchasing an A- Board and a new banner that could be put outside by the Council Chamber on the day advertising the event.

2. Information

2.1. The Buckingham Food Fair is now in its 8th year.

2.2. The event is held in the Community Centre and we have between 20 and 25 traders in the main hall and 5 street food vendors outside.

2.3. The cost per stall holder was £30 inc vat for a 6-foot table.

2.4. Entry into the event is free for the public and attracts just over 1,000 visitors per year.

2.5. This year we had 22 traders in the main hall. Unfortunately, we did not have any vendors outside due to unforeseen circumstances and the predicted weather. The weather forecast for the day predicted high winds with gusts up to 60mph.

2.6. Stalls ranged from award winning Indian Chutneys, handmade chocolates, craft beers, gins, pies, bread, preserves, eggs, tea blends, seasonings, olives, nuts, baklava, fudge, info on recycling, Fairtrade products, cake and organic cotton beeswax food wraps and bags.

2.7. Cookery Doodle Doo organised children's cookery and baking classes and came along to do a pop up session offering children the chance to assemble a flowerpot cheesecake. The cost for each child was £4.

2.8. The Buckingham WI provided refreshments such as teas and coffee, slices of cake and scones. This year they also sold some of the jams that they had made.

2.9. Flyers were given out on the day to people passing by informing them of the event.

2.10. Using a hand tally counter, the number of visitors coming into the event was recorded. Between 10am when the doors opened and 2:45pm 941 people passed through the doors. The event closed at 3pm

2.11. Speaking to stall holders during and after the event they had all done well and looked forward to coming back next year.

2.12. Monty Pieman sold out, as did Chafor Wine who went to get more stock. Whittlebury Bakery who were at the event for the first time also did very well and sold out of some of their products.

Vendors Taking Part

Honest Blends
La Chiva Snacks
Cookery Doodle Doo
The Chocolate Mill
Elaine Goss
Chafor Wine
Wharf Distillery
Silverstone Brewery
MKS Food Distribution
Bucks Recycles
Whittlebury Bakery
Buckingham Fairtrade
Oving Dexter Beef,
Good To Bee
Crumb De La Crème
Foxdenton Gin
Indian Orchard
Springfield Kitchen
Xachoh
Reasons To Season
Monty Pieman

Cost for the event

303/4242	£500
Hire of Community Centre	£221.00
TENS	£21.00
Total	£242.00
Balance Remaining	£258.00

Income received from pitch fees

Pitch Fee	£30
Total	£605.00

Profit

£105.00

Staff Working At The Event

Amanda Brubaker
Claire Molyneux
Bethanie Dowden

Cllrs Volunteering At Event

Cllr Terry Bloomfield
Cllr Andy Mahi

Cllrs Taking Part In Event

Cllr Margaret Gateley (Buckingham Fairtrade)

Cllrs Attending Event

Cllr Christine Strain-Clarke Cllr Robin Stuchbury
Cllr Mike Smith
Cllr Anthony Ralph
Cllr Geraldine Collins
Cllr Paddy Collins
Cllr Ruth Newell

BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 30th March 2020

Contact Officer: Amanda Brubaker, Events Co-ordinator

DEATH CAFÉ & GOOD ENDINGS FAIR

1. Death Cafe

- 1.1. The Death Café was due to take place in the Buckingham Library on Wednesday 18th March.
- 1.2. The event was to be hosted by the Florence Nightingale Hospice Charity.
- 1.3. Due to the Coronavirus outbreak and sensitivity of the event a decision was made to postpone it until September.
- 1.4. A date will be agreed with the Florence Nightingale Hospice Charity and the Buckingham Library in the future.

2. Good Endings Fair

- 2.1. The Good Endings Fair was due to take place in the Buckingham Community Centre on Saturday 21st March.
- 2.2. Due to the Coronavirus outbreak a decision was made to postpone the event until 19th September.
- 2.3. The organisations that were taking part were contacted and given the opportunity to have a stall in September.
- 2.4. All stallholders have said that they will take part in September and no refunds of booking fees have been requested.

Organisations Taking Part

Co-op Funeral Care
Willen Hospice
Care Navigators
Cantlos Acoustic Music
Child Bereavement UK

Dogs Trust
Memory Treasures Keepsake Jewellery
Heritage & Sons
Country Funerals Towcester
Gilroy Steel Solicitors
Spratt Endicott
Motorcycles Funerals Ltd
Ian Noakes, Celebrant
Cosgrove Green Burial Meadow
Buckingham Wills
Shopmobility
Buckingham Town Council
Chandler Ray
Organ Donation

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE AND EVENTS COMMITTEE**

MONDAY 31st MARCH 2020

Contact Officer: Sam Hoareau, Lace Hill Centre Coordinator

Lace Hill Table Spring Table Top Sale

1. Recommendations

1.1. It is recommended that the Council supports a similar event in 2021.

2. Background

2.1. TC&E committee agreed to support the Spring Table Top Sale at Lace Hill Sports & Community Centre (LHSCC) on Monday 2nd December 2019. The event took place on Sunday 1st March 2020 starting at 2 PM and finishing at 4 PM.

2.2. The event was aimed at reusing and recycling which is the first step in reducing waste and promoting a green Buckingham. The main hall was packed full with twenty stalls selling lots of preloved house hold items, clothing, toys and more. No weapons, guns, knives/bladed items (except cutlery) or alcohol were allowed, in line with Council policy. In the small room, the LHSSC assistant served tea and coffee and supervised a number of children's craft tables.

2.3. Stall holders were charged £5 per table. They were encouraged to bring along their travel mugs and were treated to free Fairtrade tea and coffee. Entry was free for buyers and 64 non-stall holders attended.

2.4. The event was highly advertised. It was promoted on social media, the Town Council website, the local newspaper, it was displayed on our notice boards and various other points of interest around town and it was also included in the spring newsletter.

2.5. Although the number of attendees was lower than hoped, all stall holders were aware it was our first ever table top sale. Many said they were happy to come back and have a stall if we were to try again. Post event, we also received two positive comments, one from a stall holder and one from a member of the public:

"Agree was well organised and advertised. Just a shame so little people came. Wouldn't stop me booking another one however would only sell car

boot stuff unless was advertised as nearly new. Thanks for keeping supplied in tea/coffee”

“Hi. I hope the table top sale was a success. You asked for feedback on timings etc. I think Sunday afternoons are great. Most kids sporting sessions are in the morning and it gives folk time to load up the car etc. Hope you have more of them”

3. Information

3.1. Two first aiders were present at the event.

3.2. An event plan along with specific risk assessments were in place and adhered to.

3.3. No incidents or accidents occurred.

3.4. Event Costs:

Event Expenditure

	FORECAST	ACTUAL
Refreshments	£10	£7

Event Income:

	FORECAST	ACTUAL
Stall Income after VAT	£80	£82

3.5 Staff working at the event:

Sam Hoareau, LHSCC Coordinator

Gina Smith, LHSCC Assistant

BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 30TH MARCH 2020

Contact Officer: Claire Molyneux, Deputy Town Clerk

TIC Website Update

1. Recommendation

- 1.1. That the Town Council continues to support the development of a tourism website and on-line tourism presence to promote Buckingham as a high quality destination.

2. Information

- 2.1. Following recommendations from both EDWG and the TIC review group, the TC and E Committee agreed to invest in a quality and regularly updated tourism website. A budget of £2,500 was agreed within the precept for this purpose in 2020/21.
- 2.2. The TIC supervisor will be responsible for the initial development of the site. Due to Covid-19 the TIC is currently operating as a virtual TIC which frees up time for her to devote towards developing the website and to explore options.
- 2.3. Arrangements for the effective oversight of the website by the Town Council are being investigated alongside Love Buckingham.
- 2.4. The TIC supervisor is currently working on content. Content they are currently working on includes transport, accommodation, attractions, attractiveness, culture, food and drink, shops, events, Historic features, countryside, parks, walking, family activities, our services and offers including Detailed itineraries and in-depth information, Reviews and testimonials.

BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 30TH MARCH 2020

Contact Officer: Paul Hodson, Town Clerk

Alternatives to Buckingham in Bloom

1. Recommendation

- 1.1. That the Town Council investigate the viability of a Community Gardening project, but contacting the Buckinghamshire Council and VAHT to ask for their support
- 1.2. That Councillors support the idea in principle pending a detailed proposal

2. Flower Beds

- 2.1. Council agreed an increase of the budget for Town in Bloom by £2,500 to £10,500. The recommendation which Full Council agreed at the precept meeting was *“to add this increase, but for no expenditure to take place until the committee has agreed to proposals for the installation and maintenance of features to include permanent flower beds around the town” (BTC/142/19)*. A detailed proposal for this will be provided for the next meeting.

Community Gardening Project

- 2.2. The Committee decided at its last meeting not to hold the usual Buckingham in Bloom competition due to low entries over the last few years.
- 2.3. Other towns are operating community gardening schemes, which encourage residents to develop unused or grassed areas into flower beds, herb beds and vegetable plots. Todmorden’s Incredible Edible scheme is one example. Members may want to view a short video on the scheme before the meeting: <https://www.incredible-edible-todmorden.co.uk/news/cnn-eyes-view-of-iet>
- 2.4. It is proposed to launch a new scheme, “Buckingham community gardening”. Residents would be invited to manage small patches of ground close to them which are currently grass verge or unused land, and to turn them into flower beds or vegetable plots.
- 2.5. Residents would first be asked to identify a piece of land and contact the Town Council to ensure its owners are supportive, and that it is safe to use. For example vision splays would not be appropriate, and no verge within 2m of the road would be allowed.
- 2.6. The Town Council would contact the new Unitary Council and VAHT to seek their support for the scheme.

2.7. A sponsor could be sought to provide vouchers or seeds for residents.

Failing this, the council could purchase vouchers for residents to use.

2.8. The Council would not be committed to caring for or watering the new beds.

BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 30TH MARCH 2020

Contact Officer: Nina Stockill, Committee Clerk

Climate Emergency Event

1. Recommendation

- 1.1. That the Town Council hosts a Climate Emergency Workshop, in the Autumn of 2020, to consider the measures that could help towards Buckingham Town Council reducing its own carbon footprint and discuss how to facilitate similar carbon reduction measures in the wider community.
- 1.2. To encourage attendees to input into the creation of Buckingham's 'Green Gauge', a local green directory that would allow residents to make sustainable/eco friendly choices in their purchases and lifestyle.
- 1.3. To encourage participants to sign up to the formation of a Buckingham Climate Action Group, to lead on carbon reduction measures in the wider community.

2. Information

- 2.1. Since declaring a climate emergency on the 15th July 2019, the Town Council's Committees have been exploring measures to transition Buckingham Town Council's operations to net zero for carbon emissions.
- 2.2. One of the Council's agreed objectives within the Climate Emergency Action Plan is Community Engagement – to engage with local people in accelerating their own responses and building resilience to ongoing climate impacts.
- 2.3. At TC&E Committee on the 2nd December 2019 Members AGREED to host an annual public event on the subject of Climate Change and to encourage the formation of a Local Climate Action Group.
- 2.4. To ensure the formation of a Climate Action Plan involves the whole community it is proposed to hold a workshop in the Community Centre to consider the measures that will help towards Buckingham Town Council reducing its own carbon footprint and discuss how to facilitate similar carbon reduction measures in the wider community.
- 2.5. The workshop would be divided into two sections, the first being updates from the Town Council on its aim to become carbon neutral, our progress and suggestions on the next steps. This could then be followed by group discussions to gather feedback and further ideas.
- 2.6. Two objectives for the event would be:
 - 2.6.1. the creation of a directory (The Buckingham Green Gauge) of local eco-friendly businesses and organisations accompanied by tips on how to build personal resilience to the ongoing impacts of climate change.

2.6.2. The formation of a Community Climate Action Group that can lead on the community response to carbon reduction measures.