



# BUCKINGHAM TOWN COUNCIL

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TOWN CENTRE &  
EVENTS COMMITTEE

Wednesday, 22 July 2020

Dear Councillors,

You are summoned to a meeting of the Town Centre & Events Committee of Buckingham Town Council will be held on **Monday 27<sup>th</sup> July 2020** at 7pm online via Zoom, Meeting ID 871 2899 7691.

Please note that the Full Council will be preceded by a Public Session in accordance with Standing Order 3.f, which will last for a maximum of 15 minutes.

Residents are very welcome to ask questions or speak to Councillors at the start of the meeting in the usual way. Please email [committeeclerk@buckingham-tc.gov.uk](mailto:committeeclerk@buckingham-tc.gov.uk) or call 01280 816426 for the password to take part.

The meeting can be watched live on the Town Council's YouTube channel here:  
<https://www.youtube.com/channel/UC89BUTwVpjAOEIdSlfcZC9Q/>

Mr P. Hodson  
Town Clerk

## 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 8<sup>th</sup> June 2020 received at Full Council on 13<sup>th</sup> July 2020. (TCE/01/20) [Copy previously circulated](#)
4. **Action List** **Appendix A**  
To receive action reports and updates
5. **Tourist Information Centre** **Appendix B**
  - 5.1 To receive and discuss a brief presentation on the new Tourist Information Website
  - 5.2 To receive and discuss a verbal report from the Town Clerk regarding Accessibility Information & the TIC Website (99/20)
  - 5.3 To receive the latest visitor statistics



Twinned with Mouvaux, France



Neukirchen Vluyn, Germany



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.

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- 6. Christmas Light Budget (98/20)**  
To receive and discuss a verbal report from the Events Coordinator regarding plans to extend the icicle lights from the Almshouse Houses to the turning of Cornwalls Meadow Car park.
- 7. Drive-in Cinema**  
To receive and discuss a verbal report from the Events Coordinator
- 8. Dog Show**  
To receive and discuss a written report from the Events Coordinator **TCE/28/20**
- 9. Play Around the Parishes and summer youth activities**  
9.1 To receive a verbal report from the Events Coordinator regarding Play Around the Parishes  
9.2 To consider and agree a proposal for summer activities **TCE/29/20**
- 10. River Rinse**  
To receive and discuss a verbal report from the Events Coordinator
- 11. Bard of Buckingham**  
To receive and discuss a verbal update from the Town Clerk
- 12. Buckingham Calendar 2021**  
To receive and discuss a written report from the Tourist Information Supervisor **TCE/30/20**
- 13. Buckingham What's On Festive Publication ([EDWG min 195/20](#))**  
Members to discuss Warren Whyte's suggestion for a newspaper style publication of Buckingham What's On for Christmas or Summer 2021 and how TC&E could contribute.
- 14. Revised budget forecast (covid-19 impact)** **TCE/31/20**  
To receive and discuss a written report from the Town Clerk
- 15. Budget** **Appendix C**  
To receive the latest budget figures
- 16. World Record Attempt – Buckingham Town Cricket Club** **Appendix D**  
To discuss correspondence received from Buckingham Town Cricket Club
- 17. Co-option of TC&E Committee Members** **TCE/32/20**  
To receive and discuss a written report from the Town Clerk
- 18. Lace Hill Snake**  
To receive a verbal report from the Town Clerk and discuss proposals.
- 19. Forthcoming Events**  
14-16<sup>th</sup> August Circus Cancelled  
15<sup>th</sup> August – VJ (and VE?) Day  
30<sup>th</sup> August Bandjam – Cancelled  
13<sup>th</sup> September - Dog Show Online  
27<sup>th</sup> September – River Rinse  
4<sup>th</sup> October – River Rinse  
17<sup>th</sup> October Charter TBC



Twinned with Mouvaux, France; Neukirchen Vluyn, Germany

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- 24<sup>th</sup> October Charter Fair TBC
- 31<sup>st</sup> October Bonfire & Fireworks TBC
- 8<sup>th</sup> November Remembrance Day Parade TBC
- 28<sup>th</sup> November Christmas Light Switch On TBC
- 12<sup>th</sup> December Christmas Parade TBC
- 12<sup>th</sup> December Community Fair TBC

- 20. War Memorial Relocation – referred from Environment Committee ([min 132/20](#))**  
 Proposed by Cllr. Stuchbury, seconded by Cllr. Newell and unanimously **AGREED** that the issue of over crowding is referred to the TC&E Committee for further discussion and that all of the Remembrance Parade organisers meet up to make a clear plan on how to accommodate all of the groups involved.
- 21. Event Reviews**  
 21.1 Online Fringe Week  
 To receive and discuss a written report from the Events Coordinator **TCE/33/20**
- 22. Access**
- 23. Twinning**  
 To receive and discuss a verbal report from the Town Clerk
- 24. News Releases**
- 25. Chair’s Items**
- 26. Date of the next meeting:** Monday 19<sup>th</sup> October 2020

To:

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

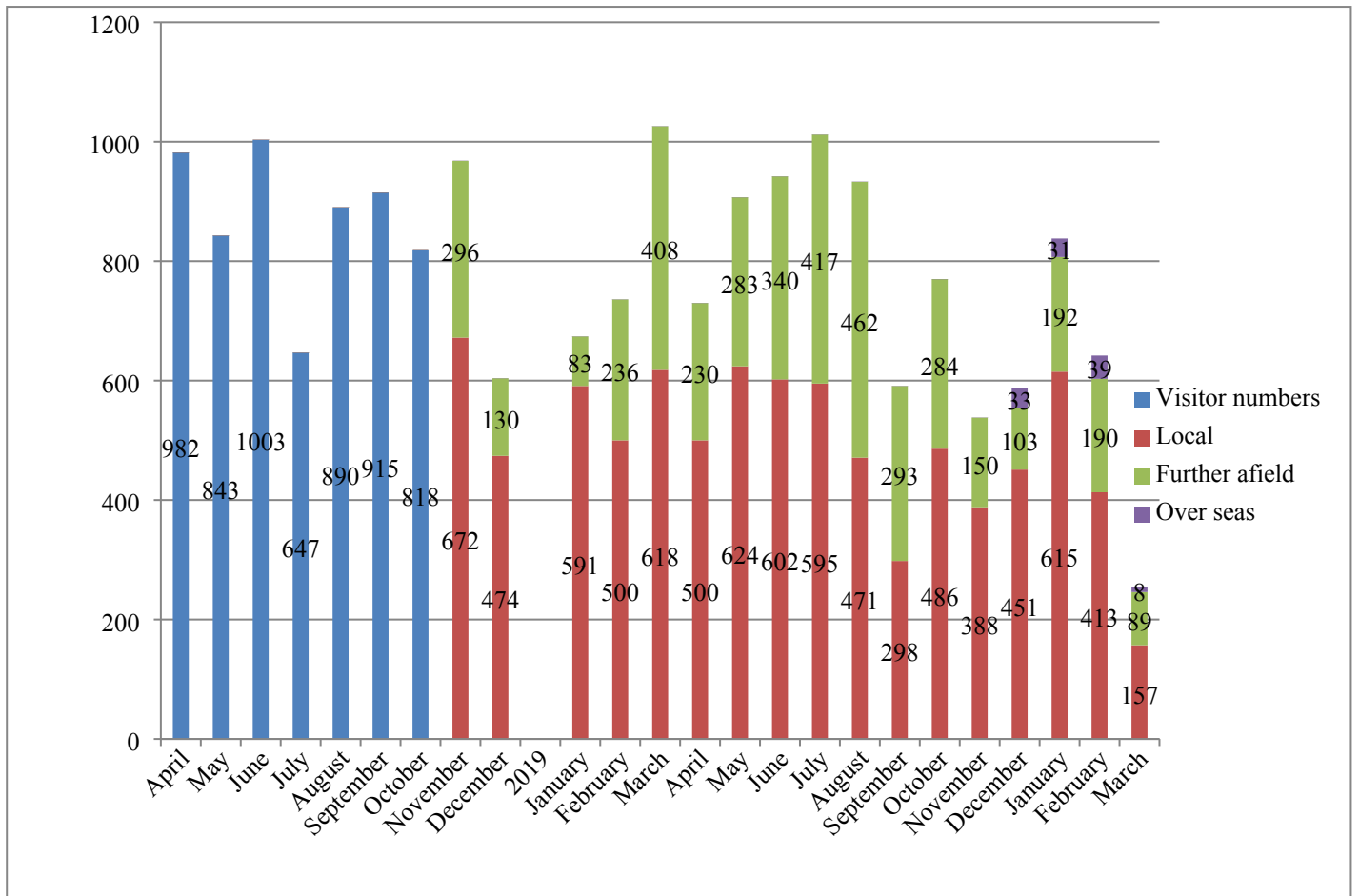
Cllr. L. O’Donoghue  
 Cllr. Mrs. C. Strain-Clark  
 Cllr. R. Stuchbury                      Chair  
 Cllr. M. Try



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Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
TC&E	69/19; 510/19	Litter Picking Event	Members <b>AGREED</b> to holding a litter picking event in Buckingham on the 14 <sup>th</sup> 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	Members <b>AGREED</b> to move the date to the 27th September 2020 inline with Keep Britain tidy Campaign	Oct-20
TC&E	71/19; 517/19; 88/20	WW1 War Memorial Rededication	<b>AGREED</b> that the Events Coordinator progress with arrangements for a rededication service on the 20th May 2021, providing it is safe to do so. 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 2021. And to precept for the year beginning April 2021 to pay for a small community lunch on that day for the descendants of those named on the memorial from WW1.	Events Coordinator		Nov-20
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	<b>AGREED</b> for a report to come back to the July meeting on the 2021 edition	Jul-20
TC&E	257/19; 518/19	VE Day Anniversary	Members <b>AGREED</b> for the Events Coordinator to report back to a future meeting of TC&E Committee.	Events Coordinator	Online events covered in report. Postponed until 15th August 2020 to combine with VJ Day.	Jul-20
TC&E	252	Bard of Buckingham	Members congratulated Mr. D. Jones on his success in the role and asked the Town Clerk to suggest to the Bardic Council if Mr. D. Jones would consider another year as The Bard of Buckingham with an election to be held in 2021.	Events Coordinator	Verbal update to pbe provided for July meeting	Jul-20
TC&E	254.7/1 9	Good Endings	Members <b>AGREED</b> for the Events Coordinator to proposed a date for the Good Endings Fair 2020.	Events Coordinator	Report provided for June meeting	Oct-20
TC&E	520/19	Christmas Lights Switch On	Members <b>AGREED</b> 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
TC&E	877/19; 86/20	Fringe	Members received a written report from the Events Coordinator and <b>AGREED</b> for the Chairman, Vice Chairman and Events Coordinator to plan for the following online events and update Committee accordingly	Events Coordinator	Report to be provided for July meeting	Jul-20
	884/19	Youth Council	Cllr. O' Donoghue said the Town Clerk was writing to local schools requesting expression of interest. Members <b>AGREED</b> to postpone the agenda item until the Town Clerk was in a position to report back.		Delayed due to Covid 10 restrictions	Oct-20
	885/19	Community Gardening/Alternatives to Buckingham in Bloom	Proposed by Cllr. Bloomfield, seconded by Cllr. Mahi and unanimously <b>AGREED</b> that the Town Council investigate the viability of a Community Gardening project, by contacting the Buckinghamshire Council and VAHT to ask for their support.	Deputy Town Clerk	Report for October meeting	Oct-20
	886/19	Climate emergency	That the Town Council hosts a Climate Emergency Workshop, as soon as it is practically possible, 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.	Committee Clerk	Postponed; options to be reviewed after lockdown ends	Oct-20
	887/19	Twinning	Proposed by Cllr. Cole and seconded by Cllr. Mahi that the Town Council investigate, with the Twinning Association, the possibility of the visit taking place on the weekend of the 12-13 <sup>th</sup> December 2020 and investigate all possibilities for catering a Civic event without putting any additional load on Town Council staff.	Events Coordinator	Postponed; options to be reviewed after lockdown ends	Completed
TC&E	87/20	Terms of Reference			Agreed by Full Council	Completed
	91.2/20	Play around the parishes	To be reviewed at the July 2020 meeting		On the July agenda	Jul-20
	91.7/20	River Rinse	To be reviewed at the July 2020 meeting		On the July agenda	Jul-20
	93/20	DogShow	<b>AGREED</b> for Cllr. O'Donoghue and the Events Coordinator to liaise over arrangements for the Dog Show. Cllr. Try offered to assist with any technical support in hosting the event online via Zoom.  It was <b>AGREED</b> that if by mid-August the Council were still unable to hold live events, then the Council would run an online Dog Show during the week leading up to and including Sunday 13th September which is the date set for the live event.		On the July agenda	Jul-20
	95/20	Drive In Cinema	Members <b>AGREED</b> for the Chairman, Vice Chairman and Events Coordinator to investigate options and, if necessary, call an extra ordinary meeting of TC&E for any decisions on expenditure		On the July agenda	Jul-20
	98/20	Christmas Lights	The Town Clerk <b>AGREED</b> to bring back budget costs to the next meeting of TC&E		Delayed until October	Oct-20
	99/20	Access	The Town Clerk said the office was working on updates to the Tourist Information Centre's website and there was potential for investing in the expansion of accessibility content. Members noted that the Town Clerk would bring back a report to a future meeting of TC&E Committee.		Deferred until October	Oct-20
	101/20	TIC Website	Members <b>AGREED</b> , in principle, for the Deputy Town Clerk and Tourist Information Supervisor to further investigate options for designing the website in house and report back to a future meeting of the TC&E Committee.		On the July agenda	Jul-20



New chart begun April 2018 with change of ownership

**BUCKINGHAM TOWN COUNCIL**  
**TOWN CENTRE & EVENTS COMMITTEE**  
**MONDAY 27<sup>th</sup> July 2020**

Contact Officer: Amanda Brubaker, Events Coordinator

**DOG SHOW UPDATE**

**1. Recommendation**

- 1.1. It is recommended that a final decision is made as to whether we are able to go forward with the physical event or the online Dog Show by Monday 10<sup>th</sup> August.
- 1.2. It is recommended that the Committee delegate the decision to the Town Clerk, to be made in consultation with the Lead Cllr O'Donoghue and Deputy Cllr Bloomfield, following advice from the Events Coordinator and any feedback from the Safety Advisory Group.
- 1.3. It is recommended that members agree the attached report for the online Dog Show that was presented at the last TC&E meeting 8<sup>th</sup> June 2020.

**2. Information**

- 2.1. As per minute no 93/20 the Events Coordinator has put together a risk assessment including the current Covid-19 guidelines which will be sent to the Safety Advisory Group for their comments.

**93/20 Dog Show**

It was **AGREED** that if by mid-August the Council were still unable to hold a live dog show, then the Council would run an online Dog Show during the week leading up to and including Sunday 13<sup>th</sup> September which is the date set for the live event. **ACTION EVENTS COORDINATOR**

- 2.2. The risk assessment for the physical event will be amended to include the current Covid-19 guidelines and forwarded to the Safety Advisory Group as usual.
- 2.3. If we are able to put on the physical Dog Show, Kimberly Cox Dog Training, and Leaders the Estates Agents are still prepared to take part.

**BUCKINGHAM TOWN COUNCIL**  
**TOWN CENTRE & EVENTS COMMITTEE**

**MONDAY 27<sup>th</sup> July 2020**

Contact Officer: Paul Hodson, Town Clerk

**Youth Activities Programme Summer 2020**

**1. Recommendation**

- 1.1. It is recommended that Members agree to allocate £3,698 towards the total cost of £5,698 and to commission Action 4 Youth to provide the programme of activities described. Of this, £3,000 would come from 301 4094 Youth Project, and £698 from 303 4273 One Off Events.
- 1.2. It is recommended that members agree to allocate up to £600 towards the cost of preserving the Lace Hill snake to ensure the activity undertaken to create it is protected. This would come from 303 4273 One Off Events.

**2. Background**

- 2.1. It is possible that this summer will be a challenging time for families slowly coming out of lockdown, and for young people who have already had several months of limited opportunities to socialise, particularly with the likelihood of having less family holidays and less formal, particularly indoor activities available to them. Although social distancing measures are lifting, it will remain difficult to run the traditional holiday activities for children and young people, whilst childcare from grandparents may be difficult.
- 2.2. In previous years the Buckingham Activities Group has funded a range of activities over the summer. Funding has been provided from the Town Council, the now expired Local Area Forum, and some years ago by Thames Valley Police. The programme was initially set up to help address anti-social behaviour in the town. This, linked with Play Around the Parishes, has provided a range of activities for young people in the town.
- 2.3. Many of the usual activities, including basketball workshops and Play Around the Parishes have been cancelled due to Covid 19 restrictions.
- 2.4. This reduction in activities, combined with a reduction in family holidays, will leave less for young people to do over the summer. Given that young people have already been under lock down for some months, and now are still restricted by the social distancing measures, the risk of increased anti-social behaviour over the summer is significant.

### **3. Buckingham Activities Group**

- 3.1. In previous years, the Buckingham Activity Group put together a programme of summer activities for young people in Buckingham. A range of organisations arranged activities and provided funding.
- 3.2. A meeting of the Buckingham Activities Group was held on 2<sup>nd</sup> July 2020 via Zoom. The notes of the meeting are attached to this report. None of the groups represented had any firm plans to provide physical activities over the summer. Councillor O'Donoghue agreed to work with youth club volunteers to provide a treasure hunt over the summer.
- 3.3. The basketball workshops usually facilitated by the Town Council were not able to go ahead due to advice from basketball's governing body.
- 3.4. No criticism was made of each organisation's position, as all the groups represented have had to make decisions based on their own circumstances. But it was clear that the overall situation was that no plans were in place for any physical activities to be provided for children and young people over the summer. (Other than some sports specific activities run by clubs).
- 3.5. Buckinghamshire Council have subsequently advised that they are not going to provide the usual Play Around the Parishes sessions this year, following advice from their Public Health team that government advice should be interpreted to mean that no gatherings of more than 6 people are allowed.

### **4. Proposed Programme**

- 4.1. Several organisations were asked whether they could provide some form of youth activities during the summer which would be open to all. The only organisation able to provide a proposal was Action 4 Youth. Action 4 Youth is a Buckinghamshire charity with a wide remit, including running an outdoor adventure and learning centre, operating the Duke of Edinburgh's Award and a number of other programmes such as, the National Citizen Service for the area and the Inspiration Programme. They also represent a membership of youth clubs and organisations, including Buckingham Youth Club, and are contracted by Buckinghamshire Council to provide support to Buckingham Youth Club. This proposal is distinct from their other work, and would require to be separately funded.
- 4.2. Each activity will be delivered by two qualified youth workers. Over the four weeks, four different youth workers would be used. The Wednesday activities would be aimed at the under 12s, and the remainder for 13-18 year olds.
- 4.3. The first hour of the initial sessions will be spent in outreach work and engaging with young people. The ratio of engagement to activity delivery will



depend on the success of the engagement work. A maximum of 15 young people will be able take part in each activity. Detailed plans will be provided and signed off by the Town Clerk for each activity before it goes ahead, to ensure that the latest Covid 19 guidance and legislation is adhered to.

4.4. The sessions will be very informal and it is anticipated that young people will join in at various times. Where possible staff will be flexible in allowing young people to join in during sessions as they wish as long as they don't exceed the capacity of 15.

4.5. There is no provision for indoor alternatives in wet weather. Activities will take place wherever possible, and if engagement is possible but no actual activity, then that will take place. In the case of extreme weather activities for the day will be cancelled.

## 5. Indicative Timetable

5.1. Kayaking may not be possible in the river! The provider will visit the site to clarify this beforehand, and if it is not possible, and alternative activity will be provided.

<b>Monday 3<sup>rd</sup> August</b>	<b>Tuesday 4<sup>th</sup> August</b>	<b>Wednesday 5<sup>th</sup> August</b>	<b>Thursday 6<sup>th</sup> August</b>	<b>Friday 7<sup>th</sup> August</b>
	Kayak/ SUP 1-4pm	Play in the Park 1-4pm	Pavement Art 1-4pm	1-4pm Umbanda drumming
<b>Monday 10<sup>th</sup> August</b>	<b>Tuesday 11<sup>th</sup> August</b>	<b>Wednesday 12<sup>th</sup> August</b>	<b>Thursday 13<sup>th</sup> August</b>	<b>Friday 14<sup>th</sup> August</b>
	Archery 1-4pm	Play in the Park 1-4pm	Health and Wellbeing 1-4pm	1-4pm Multi sports
<b>Monday 17<sup>th</sup> August</b>	<b>Tuesday 18<sup>th</sup> August</b>	<b>Wednesday 19<sup>th</sup> August</b>	<b>Thursday 20<sup>th</sup> August</b>	<b>Friday 21<sup>st</sup> August</b>
	Kayak/ SUP 1-4pm	Play in the Park 1-4pm	Kwik cricket/ sports 1-4pm	1-4pm Yoga
<b>Monday 24<sup>th</sup> August</b>	<b>Tuesday 25<sup>th</sup> August</b>	<b>Wednesday 26<sup>th</sup> August</b>	<b>Thursday 27<sup>th</sup> August</b>	<b>Friday 28<sup>th</sup> August</b>
	Archery 1-4pm	Play in the Park 1-4pm	Treasure Trail 1-4pm	1-4pm Umbanda drumming

## **6. Cost**

6.1. The total cost of providing the activities listed would be £5,698. This would include the provision of the activities provided, along with an end of programme report which will include the numbers of attendees for each session, a reflection on how the engagement went, and proposed approaches and changes for any future work.

6.2. Buckinghamshire Council has allocated funding for local Buckinghamshire Councillors to support local responses to the Covid 19 restrictions. It is proposed to apply for the maximum £2,000 from this fund to contribute to the costs of this programme. This will require the agreement of three local Buckinghamshire Councillors.

## **7. Lace Hill snake**

Residents and young people from Lace Hill are creating a “snake” using rocks and pebbles which they have painted. Residents have requested the Council supports them in preserving the snake. This is likely to take the form of the rocks being concreted in to a suitable location and a plaque being placed next to the snake. It is estimated that this will cost approximately £600.

Minutes of a meeting of the **Buckingham Youth Activity Group (BAG)** held on **Monday 2<sup>nd</sup> July 2020** at 1.30pm online via Zoom.

Present:

Cllr. L. O'Donoghue	Buckingham Town Council
Cllr. C. Clare	Buckinghamshire Council
Stephen Pring	Resident
Michelle Taylor	Royal Latin School
Nick P	Project Street Life
Corinna Martin	Family Support Services
Rev. Ron Bundock	Churches Together
Della Holmes	Family Information Service
Jill Townsend	Buckingham Holiday Club
Stephen Townsend	Salvation Army
Monica Bergh	Buckinghamshire Council
Sophia Comer	Buckinghamshire Council
Chantel Tunks	Buckingham Youth Centre

Also attending

Mr. P. Hodson	Town Clerk
Mrs. A. Brubaker	Events Co-ordinator
Mrs. N. Stockill	Committee Clerk

## 1. Activities Planned

The Events Coordinator reported that the Skate Park awareness day and Play around the Parishes sessions would still be taking place in August 2020. Cllr. O'Donoghue explained the Youth Centre would not reopen until September 2020 and shared the following events ideas from members of the Youth Club:

- Tennis coaching/competition – involving Buckingham Lawn Tennis Club.
- Football competition – involving Buckingham United
- Netball coaching/competition

Nick explained that Project Street Life would not resume activities in the Lace Hill Centre until September 2020.

Ron Bunnock said there would be an online offering to replace the usual Churches Summer Holiday Camp.

M. Bergh explained that Buckinghamshire Family Services were providing an online programme for 4 weeks of summer focussing on the themes of wellbeing and transitions. Families will need to sign up to be part of the programme and hoping they'll be referred by youth workers or existing clients from youth services. M. Bergh suggested that a number of Youth Worker may be interested in volunteering at Summer events.

S. Comer illustrated the guidance behind Buckinghamshire Council's Covid-19 Crisis Fund.

C. Tunks said she had canvassed idea from other Youth Leaders and outdoor spray painting sessions were a popular suggestion.

Cllr. Clare expressed a wish to see socially distanced outdoor activities in Buckingham's parks, similar to the family treasure hunt organised by Mr. L. Weston. The Town Clerk said he would like to see an outdoor activity aimed at Buckingham teenagers, similar to C.Tunk's suggestion of spray painting

Cllr. O'Donoghue **AGREED** to investigate a summer treasure hunt with the Youth Leaders at Buckingham Youth Centre.

The Town Clerk **AGREED** to investigate the Town Council's insurance policy to see in volunteer outdoor activities would be covered within the Government's guidance on social distancing.

The Town Clerk **AGREED** to contact the Buckingham Tennis Club to see if they were interesting in arranging tennis coaching sessions.

M. Taylor said yoga and outdoor exercise session were proving popular with the 12-16 age group. The most important thing was providing them with opportunities to socialise at a safe distance. Members were in agreement that outdoor exercise classes were an excellent idea.

D. Holmes stressed the importance of organising something that was inclusive of children with special educational needs.

## 2. Funding Sources

The following funding sources were identified:

- Town Council Youth project budget.
- Local Enterprise Partnership (LEP)
- Buckinghamshire Council's Covid-19 Crisis Fund. Cllr. Clare suggested that Buckingham Town Council applies to the Community Fund to pay for youth workers to participate in summer youth activities.

### **ACTION TOWN CLERK**

D. Holmes, C. Martin and M. Bergh all offered their time to volunteer at summer youth events.

## 3. Communications, including how to publicise activities

The Town Clerk asked everyone to email the Town Council offices with any event activities/outlines to publicise.

Meeting closed at 14.26

**BUCKINGHAM TOWN COUNCIL**

**TOWN CENTRE AND EVENTS**

**Monday 27<sup>th</sup> July 2020**

**UPDATE ON THE COMPETITION FOR BUCKINGHAMS 2021 CALENDER**

Contact Officer: Emma Churchill - TIC Supervisor

**Recommendation:** Members to note the below update.

**Information:**

- The competition has been running since early May 2020
- So far we have only had 2 entries, but we have had several inquiries so we may get an influx at the end of August.
- The competition ends on 31st August at 4pm
- Posters have been put up around the parks and social media posts have had good engagement with more than 2,300 people reached

**BUCKINGHAM TOWN COUNCIL**  
**TOWN CENTRE & EVENTS COMMITTEE**  
**MONDAY 27<sup>th</sup> July 2020**

Contact Officer: Paul Hodson, Town Clerk

**Revised Budget Forecast for 2020/21**

**1. Recommendation**

1.1. It is recommended that Members note the report

**2. Summary**

2.1. The budget forecast for 2020/21 is being regularly reviewed. The updated forecast shows that the Covid 19 restrictions have impacted a number of Council services. For the Town Centre Events Committee, these include:

- Reduced outgoings where events have been cancelled
- Reduced income from the markets
- Reduced income from the Tourist Information Centre

2.2. There is still much uncertainty about the next few months. But the current forecast is that overall the TC and E budget will be **overspent** by £2,751.

**3. Summary Revised Forecast for TCE**

	<b>Budget</b>	<b>Revised Forecast</b>
Income	68,353	<b>25,296</b>
Expenditure	188,218	<b>147,732</b>
<b>Net Expenditure</b>	<b>119,865</b>	<b>122,436</b>

3.1. Forecast overspend

£2,751

#### 4. Revised Budget Forecast for TCE

Cost Centre	Cost Code		Budget	Revised Forecast
301		TOWN CENTRE & EVENTS		
	1013	HANGING BASKETS	410	0
	1028	LACE HILL EVENTS INCOME	1,026	500
	1029	GOOD ENDINGS FAIR INCOME	1,000	1,000
	1031	ENTERPRISE FAIR INCOME	0	0
	1033	ICE RINK INCOME	0	0
	1062	COMMUNITY FAIR - TABLE INCOME	205	205
	1066	COMEDY NIGHT INCOME	3,078	3,078
	1069	CHARTER FAIR INCOME	6,843	0
	1086	FIREWORK DISPLAY INCOME	100	0
	1087	CHRISTMAS LIGHT INCOME	100	0
		<b>Income</b>	<b>12,762</b>	<b>4,783</b>
	3997	NI TC & E	5,960	3,700
	3998	PENSION ERS TC & E	12,608	12,608
	3999	WAGES & SALARIES TC & E	60,567	60,567
	4042	EVENTS EQUIPMENT	560	560
	4079	FAIR TRADE PROMOTION	410	410
	4094	YOUTH PROJECT	3,000	3,000
	4104	TOWN IN BLOOM	10,750	10,750
	4107	PRIDE OF PLACE	257	257
	4115	RIVER RINSE	410	410
	4119	ICE RINK	0	0
	4125	ENTERPRISE FAIR	0	0
	4126	GOOD ENDINGS FAIR	1,000	1,000
	4166	LACE HILL EVENTS	1,026	500
	4201	CHRISTMAS LIGHTS	11,286	11,286
	4202	FIREWORK DISPLAY	5,130	5,130
	4203	COMMUNITY FAIR	410	410
	4205	CHRISTMAS PARADE	3,900	3,900
	4208	SPRING FAIR	500	500
	4210	PANCAKE RACE	80	80
	4211	BAND JAM	3,591	0
	4212	CHRISTMAS LIGHT SWITCH ON	2,500	2,500
	4213	DOG AWARENESS	495	495
	4216	MAY DAY EVENT	50	0

Cost Centre	Cost Code			Budget	Revised Forecast
	4220	MUSIC IN THE MARKET		3,591	0
	4230	SCOUT PARADE		50	0
	4241	COMEDY NIGHT EXPENDITURE		3,078	3,078
	4243	CHARTER FAIR EXPENDITURE		3,000	0
	4260	TWINNING		2,000	2,000
		<b>Expenditure</b>	<b>Expenditure</b>	<b>136,209</b>	<b>123,141</b>
302		STREET MARKET			
	1005	STREET MARKET		14,500	7,500
	1006	FLEA MARKET		4,500	500
		<b>Income</b>	<b>Income</b>	<b>19,000</b>	<b>8,000</b>
	4017	SUBSCRIPTIONS		450	450
	4225	RATES		3,078	3,078
	4235	MARKET INFRASTRUCTURE & PROMOT		1,500	1,500
		<b>Expenditure</b>	<b>Expenditure</b>	<b>5,028</b>	<b>5,028</b>
303		SPECIAL EVENTS			
	1020	FOOD FAIR INCOME		513	513
	1034	FESTIVAL OF HEALTH		0	0
	1083	FRINGE INCOME		3,078	0
		<b>Income</b>	<b>Income</b>	<b>3,591</b>	<b>513</b>
	4075	FESTIVAL OF HEALTH		0	0
	4221	FRINGE		6,000	850
	4242	FOOD FAIR		513	513
	4244	REMEMBRANCE FLAGS		600	600
	4273	ONE OFF EVENTS		1,500	1,500
		<b>Expenditure</b>	<b>Expenditure</b>	<b>8,613</b>	<b>3,463</b>
304		BUCKINGHAM TOWN YOUTH COUNCIL			
	4237	YOUTH COUNCIL BUDGET		1,000	1,000
	4238	YOUTH COUNCIL ADMIN		100	100
		<b>Expenditure</b>	<b>Expenditure</b>	<b>1,100</b>	<b>1,100</b>



<b>Cost Centre</b>	<b>Cost Code</b>			<b>Budget</b>	<b>Revised Forecast</b>
305		TOURIST INFORMATION CENTRE			
	1084	TIC INCOME		<b>33,000</b>	<b>12,000</b>
	1088	HERITAGE APP INCOME		<b>0</b>	<b>0</b>
		<b>Income</b>	<b>Income</b>	<b>33,000</b>	<b>12,000</b>
	4253	TIC TICKETS AND PRODUCE		<b>30,780</b>	<b>12,000</b>
	4255	HERITAGE APP EXPENDITURE		<b>0</b>	<b>0</b>
	4274	TOURISM WEBSITE		<b>2,500</b>	<b>2,500</b>
		<b>Expenditure</b>	<b>Expenditure</b>	<b>33,280</b>	<b>14,500</b>
306		ACCESSIBILITY			
	4254	ACCESS ABLE		<b>3,488</b>	<b>0</b>
	4266	ACCESSIBILITY COSTS		<b>500</b>	<b>500</b>
		<b>Expenditure</b>	<b>Expenditure</b>	<b>3,988</b>	<b>500</b>

**INCOME AND EXPENDITURE - EXPLANATION OF DIFFERENCES**

PAGE No	CODE	COST CENTRE	AMOUNT	EXPLANATION
4	9033	901	-£2,685.00	Income has not yet been received for 2018-2019 or 2019-2020. Once income is received it will show on the
				I & E as a separate income line. The total of the income line less the expenditure line will leave you with the
				balance available to spend.

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>TOWN CENTRE &amp; EVENTS</b>						
<b>301 TOWN CENTRE &amp; EVENTS</b>						
1013 HANGING BASKETS	0	410	410			0.0%
1028 LACE HILL EVENTS INCOME	0	1,026	1,026			0.0%
1029 GOOD ENDINGS FAIR INCOME	0	1,000	1,000			0.0%
1062 COMMUNITY FAIR - TABLE INCOME	0	205	205			0.0%
1066 COMEDY NIGHT INCOME	0	3,078	3,078			0.0%
1069 CHARTER FAIR INCOME	0	6,843	6,843			0.0%
1086 FIREWORK DISPLAY INCOME	0	100	100			0.0%
1087 CHRISTMAS LIGHT INCOME	0	100	100			0.0%
TOWN CENTRE & EVENTS :- Income	0	12,762	12,762			0.0%
3997 NI TC & E	870	5,960	5,090		5,090	14.6%
3998 PENSION ERS TC & E	3,119	12,608	9,489		9,489	24.7%
3999 WAGES & SALARIES TC & E	13,531	60,567	47,036		47,036	22.3%
4042 EVENTS EQUIPMENT	0	560	560		560	0.0%
4079 FAIR TRADE PROMOTION	0	410	410		410	0.0%
4094 YOUTH PROJECT	0	3,000	3,000		3,000	0.0%
4104 TOWN IN BLOOM	395	10,750	10,355		10,355	3.7%
4107 PRIDE OF PLACE	0	257	257		257	0.0%
4115 RIVER RINSE	0	410	410		410	0.0%
4126 GOOD ENDINGS FAIR	150	1,000	850		850	15.0%
4166 LACE HILL EVENTS	0	1,026	1,026		1,026	0.0%
4201 CHRISTMAS LIGHTS	0	11,286	11,286		11,286	0.0%
4202 FIREWORK DISPLAY	0	5,130	5,130		5,130	0.0%
4203 COMMUNITY FAIR	0	410	410		410	0.0%
4205 CHRISTMAS PARADE	0	3,900	3,900		3,900	0.0%
4208 SPRING FAIR	0	500	500		500	0.0%
4210 PANCAKE RACE	0	80	80		80	0.0%
4211 BAND JAM	0	3,591	3,591		3,591	0.0%
4212 CHRISTMAS LIGHT SWITCH ON	0	2,500	2,500		2,500	0.0%
4213 DOG AWARENESS	0	495	495		495	0.0%
4216 MAY DAY EVENT	0	50	50		50	0.0%
4220 MUSIC IN THE MARKET	0	3,591	3,591		3,591	0.0%
4230 SCOUT PARADE	0	50	50		50	0.0%
4241 COMEDY NIGHT EXPENDITURE	0	3,078	3,078		3,078	0.0%
4243 CHARTER FAIR EXPENDITURE	0	10,254	10,254	7,254	3,000	70.7%
4260 TWINNING	0	2,000	2,000		2,000	0.0%
TOWN CENTRE & EVENTS :- Indirect Expenditure	18,065	143,463	125,398	7,254	118,144	17.6%
Net Income over Expenditure	(18,065)	(130,701)	(112,636)			

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>302 STREET MARKET</b>						
1005 STREET MARKET	0	14,500	14,500			0.0%
1006 FLEA MARKET	0	4,500	4,500			0.0%
STREET MARKET :- Income	0	19,000	19,000			0.0%
4017 SUBSCRIPTIONS	358	450	92		92	79.6%
4225 RATES	2,121	3,078	957		957	68.9%
4235 MARKET INFRASTRUCTURE & PROMOT	750	1,500	750		750	50.0%
STREET MARKET :- Indirect Expenditure	3,229	5,028	1,799	0	1,799	64.2%
Net Income over Expenditure	(3,229)	13,972	17,201			
<b>303 SPECIAL EVENTS</b>						
1020 FOOD FAIR INCOME	0	513	513			0.0%
1083 FRINGE INCOME	0	3,078	3,078			0.0%
SPECIAL EVENTS :- Income	0	3,591	3,591			0.0%
4221 FRINGE	72	6,000	5,928	420	5,508	8.2%
4242 FOOD FAIR	0	513	513		513	0.0%
4244 REMEMBRANCE FLAGS	0	600	600		600	0.0%
4273 ONE OFF EVENTS	0	1,500	1,500		1,500	0.0%
SPECIAL EVENTS :- Indirect Expenditure	72	8,613	8,541	420	8,121	5.7%
Net Income over Expenditure	(72)	(5,022)	(4,950)			
<b>305 TOURIST INFORMATION CENTRE</b>						
1084 TIC INCOME	36	33,000	32,964			0.1%
TOURIST INFORMATION CENTRE :- Income	36	33,000	32,964			0.1%
4253 TIC TICKETS AND PRODUCE	136	30,780	30,644		30,644	0.4%
4255 HERITAGE APP EXPENDITURE	2,299	6,344	4,045	39	4,006	36.8%
4274 TOURISM WEBSITE	0	2,500	2,500		2,500	0.0%
TOURIST INFORMATION CENTRE :- Indirect Expenditure	2,435	39,624	37,189	39	37,150	6.2%
Net Income over Expenditure	(2,399)	(6,624)	(4,225)			
<b>306 ACCESSIBILITY</b>						
4254 ACCESS ABLE	0	3,488	3,488		3,488	0.0%
4266 ACCESSIBILITY COSTS	0	500	500		500	0.0%
ACCESSIBILITY :- Indirect Expenditure	0	3,988	3,988	0	3,988	0.0%
Net Expenditure	0	(3,988)	(3,988)			
<b>TOWN CENTRE &amp; EVENTS :- Income</b>	36	68,353	68,317			0.1%
Expenditure	23,801	200,716	176,916	7,713	169,203	15.7%
Movement to/(from) Gen Reserve	(23,765)					

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2020

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	36	68,353	68,317			0.1%
Expenditure	23,801	200,716	176,916	7,713	169,203	15.7%
Net Income over Expenditure	<u>(23,765)</u>	<u>(132,363)</u>	<u>(108,598)</u>			
Movement to/(from) Gen Reserve	<u>(23,765)</u>					

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b><u>EARMARKED RESERVES</u></b>						
<b><u>901 EARMARKED RESERVES</u></b>						
9001 YOUTH COUNCIL	0	1,000	1,000		1,000	0.0%
9002 CEMETERY DEVELOPMENT	0	55,728	55,728		55,728	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	0	295	295		295	0.0%
9013 YOUTH PROJECTS	0	3,000	3,000		3,000	0.0%
9015 CHARTER FAIRS	0	4,136	4,136		4,136	0.0%
9025 PLAY AREA REPLACEMENT	0	30,121	30,121		30,121	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	0	(2,685)	(2,685)		(2,685)	0.0%
9035 PARKS DEVELOPMENT	0	1,405	1,405		1,405	0.0%
9036 ELECTION COSTS	0	5,094	5,094		5,094	0.0%
9040 PARK RUN	0	89	89		89	0.0%
9045 ACCESS FOR ALL	0	251	251		251	0.0%
9046 PLANNING DISPLAY EQUIPMENT	0	1,848	1,848	1,219	629	66.0%
9048 BUCKINGHAM ACTION GROUP	0	1,283	1,283		1,283	0.0%
9049 NEIGHBOURHOOD PLAN	0	20,000	20,000		20,000	0.0%
9050 BRIDGE REPAIRS	0	15,000	15,000		15,000	0.0%
9051 OFFICE DEVELOPMENT / FURNITURE	0	12,000	12,000	4,715	7,285	39.3%
9052 DEPOT EQUIPMENT PURCHASE	0	5,000	5,000	2,216	2,784	44.3%
9053 AEDs	0	420	420		420	0.0%
9054 LACE HILL REPAIRS & MAINTENANC	0	5,000	5,000		5,000	0.0%
<b>EARMARKED RESERVES :- Indirect Expenditure</b>	<b>0</b>	<b>195,688</b>	<b>195,688</b>	<b>8,150</b>	<b>187,538</b>	<b>4.2%</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(195,688)</b>	<b>(195,688)</b>			
<b>EARMARKED RESERVES :- Income</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0%</b>
<b>Expenditure</b>	<b>0</b>	<b>195,688</b>	<b>195,688</b>	<b>8,150</b>	<b>187,538</b>	<b>4.2%</b>
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>					
<b>Grand Totals:- Income</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0%</b>
<b>Expenditure</b>	<b>0</b>	<b>195,688</b>	<b>195,688</b>	<b>8,150</b>	<b>187,538</b>	<b>4.2%</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(195,688)</b>	<b>(195,688)</b>			
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>					

On Tuesday, 14 July, 2020 14:28, "Ernie McDade" said:

Cllr Harvey

My sincere thanks for your very kind email. We are thrilled at your support at what we believe is a massively exciting event for our town. There is a very significant amount going on in the background already which is all entirely positive, ambitious, fun and honestly.... slightly daunting! We look forward to taking all relevant people through this in due course.

I may well be taking the words out of the mouths of some but I have one particular overriding fear and that is that we end up with a 'Bournemouth Beach' type photo. We will be seeking any advice that you can offer on this and, additionally, are following professional guidance to make the event as safe as it can possibly be. You have our cast iron assurance that no stone will be left unturned in this regard.

We certainly will have a couple of asks of Council, most importantly that some or all of you take part! You should not be daunted by this and only have to complete a couple or runs if you would like to stick to a minimum! I can confirm that Greg Smith MP has agreed to attend and take part.

I look forward very much to meeting with TC and seeking your view on the event as a whole, as well as some of the details that surround it. Three additional comments / questions...

- We are creating a promotional video and it would be great if a few of the councillors could contribute. We ask that you literally keep to the following script... 'Jon Harvey. Town Councillor and I want to be a World Record holder'. This is being produced this week so it would be very helpful, if you would like to contribute, if you could get the clips in within the next day or two! My phone number is
- Reference the video above, I have referred to our having Town Council support in the video although this has not actually been formally confirmed. It would be very helpful if you could kindly confirm this support if you are that way inclined. If not, we will edit out as we do not make this assumption. It is just easier to edit out than to edit in!
- When we meet, I will be requesting a small grant from TC to cover our costs with Guinness. Given that our aim is to host this on behalf of the town, we will kindly be asking for your help in ensuring that we have no way of making a loss.

In advance, many thanks for your time and consideration.

Kind regards

Ernie McDade

**From:** >

**Sent:** Saturday, July 11, 2020 10:40 AM

**To:**

**Subject:** RE: World Record attempt - Buckingham Town Cricket Club

Hi Ernie

Sounds like a fabulous idea! Well done to you and your colleagues for dreaming this up. Great way to involve the town and use the space you have to do something really uplifting and fun! I have put 30 August in my diary. No doubt this will be discussed by the Town Councils 'Town Centre and Events Committee'. You might want to state what assistance you are looking for from the TC... The Town Clerk can advise on dates to submit such a request by.

Great stuff - and well done again! I wish you all the best!

Stay safe

Jon

---

Cllr Jon Harvey

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On Friday, 10 July, 2020 19:29, "Ernie McDade"

Madam Mayor, Town Councillors

I write to you on behalf of Buckingham Town Cricket Club who, like so many similar organisations, are slightly struggling through the COVID19 pandemic. I believe though that this is potentially the brightest of positive messages which I kindly bring to your attention.

I have recently been in close contact with Guinness who have now signed off that we can attempt to break a World Record! The exact title of the attempt is 'Most runs completed in 12 hours by a group'. In essence, we will be organising a relay junior and senior clubs members as well as, we hope, local dignitaries and celebrities and the broader cricket community. Critical to this email though, we hope that we are hosting something that will be embraced by the entire Buckingham community – Absolutely we will be inviting members of the Buckingham general public to come and join us, take part and, all being well, go home as a World Record holder. The attempt will take place on 30 August.

We believe that our idea is potentially amazing and we go about it with three specific aims;



- To enjoy a brilliant, record breaking day that embraces our club, our town and the broader cricket community
- To raise funds for an outstanding local children's charity (likely Alec's Angels but not yet outright confirmed)
- To raise funds for Buckingham Town Cricket Club

Given that we are all volunteers and we have only recently gathered agreement from Guinness, we are not yet ready to go to press or advertise widely. It is important that you are all aware of this event as early as possible though as we are actively seeking your support on what we believe will be a brilliant day. You will note that I have copied in Dane Tuttlebee (BTCC member, 4<sup>th</sup> XI Captain and a local plumber) who is heading this event up with me. While all correspondence is likely to be from me, we would both be more than happy to join you at Council and take you through our plans and answer any questions that you may have.

No correspondence these days can be completed without acknowledging COVID19. We are acutely aware of the complexities that this brings but please be assured that it is front of mind with every decision that we make.

I wish you all very well and hope that you have the very best of weekends

Kind regards

Ernie McDade

**BUCKINGHAM TOWN COUNCIL**  
**TOWN CENTRE & EVENTS COMMITTEE**  
**MONDAY 27<sup>th</sup> July 2020**

Contact Officer: Paul Hodson, Town Clerk

**Committee Membership**

**1. Recommendation**

1.1. It is recommended that Members note the report.

**2. Summary**

2.1. The Town Centre and Events Committee is made up of Town Councillors who have chosen to be members. Each May, Town Councillors decided which committee(s) they wish to join for the Council year; the Committee's membership is therefore subject to annual change.

2.2. The Town Council's Standing Orders state that:

*4.1 b The members of a committee may include non-councillors unless it is a committee which regulates and controls the finances of the council.*

2.3. The Committee may therefore nominate and agree non-councillors to join the committee.

**BUCKINGHAM TOWN COUNCIL**  
**TOWN CENTRE & EVENTS COMMITTEE**  
**MONDAY 27<sup>th</sup> July 2020**

Contact Officer: Amanda Brubaker, Events Coordinator

**1. Recommendation**

- 1.1. it is recommended that the Council makes a donation of £200 to the UK Astronomy Group, £50 to Mikey Dyson for running the Quiz Night and £100 to The Oxford Fiddle Group who normally would take the donations from the drinks.
- 1.2. It is recommended that if the Fringe Week is held online again that we allow more time to organise the events and make sure that we have the necessary social media tools in place so that we can run the events smoothly.

**2. Background**

- 2.1. The Buckingham Fringe Week is an annual event and this year was due to run from Saturday 11<sup>th</sup> July to Sunday 19<sup>th</sup> July.
- 2.2. At the TC&E meeting in March it was decided that due to the Coronavirus and the fact that we had gone into lockdown, we would cancel this year's event.
- 2.3. In May the Fringe Sub Committee met and decided that an online version of the Fringe would take place.
- 2.4. The Events Coordinator contacted various people to see if they could take part.

**3. Information**

- 3.1. The following events were scheduled to take place throughout the Fringe Week
- 3.2. **Children's Colouring Competition** – This was organised by Gilroy Steel Solicitors and ran from 1<sup>st</sup> July until 20<sup>th</sup> July. Children aged 10yrs and under were able to download a colouring sheet from Gilroy Steels website and then send it back to them. The winner would receive £20.
- 3.3. **Children's Mural Design Challenge** – Working with the Children's Workshop, children were asked to submit a drawing of something you would see when out for a walk such as bugs, flowers, bees or even a picture of

themselves out for a walk. Fifty drawings are required for the Children's Workshop to produce an 8ft x 4ft mural which would be displayed at the Lace Hill Community Centre. A large number of entries have been received including several from Reception and Year 1 at Marsh Gibbon Primary School.

**3.4. Star Gazing From Your Back Garden** – Saturday 13<sup>th</sup> July Ross Hockman, from the Charity UK Astronomy gave a live presentation on Zoom and YouTube. Ross talked about the different planets and what you can see in the night sky during July. To take part members of the public were asked to e-mail the Events Coordinator for the log in details. 20 people took part in this and 105 watched via YouTube.

**3.5. Isolation Examination Fringe Week Special Quiz Night** – Organised by Mikey Dyson who has been running a Quiz Night all through Lockdown put on a special Quiz Night for the The event was live on Facebook and 400 people took part.

**3.6. The Oxford Fiddle Group** – The Fringe Week would not be the same without the Oxford Fiddle Group who have performed at the Fringe for over 10 years. They pre-recorded their 40-minute set from someone's back garden and instead of the usual 10 or 12 members only 6 performed using social distancing. This performance was shown on Buckingham Town Council's You Tube channel over the weekend and watched by 135 people.

The following comments were left:

*The wonderful Oxford Fiddle Group - fantastic as always x*

*What a treat. Thank you Tom and co.*

**3.7. Rock Hunt** – A rock hunt was organised for Saturday 18<sup>th</sup> July. Eight rocks were decorated by the Lace Hill Sports and Community Centre Coordinator and the Administrative Apprentice and hidden around the town by the Events Coordinator. The clues were posted on social media.

£10 book tokens were purchased from the University Book Shop who gave us a 10% discount and were very pleased to be included in the Fringe Week. Winners had to let the Events Coordinator know that they had found a rock in order to claim their prize. Four rocks were found over the weekend. The remaining four rocks are still in the town waiting to be found.

**3.8. Online Karaoke** – It was hoped that we would be able to hold an online karaoke night. Two weeks before the Fringe Week started Cllr Jon Harvey and Cllr Martin Try looked into and tried different ways such as Zoom and Sync Tube. Unfortunately, after a lot of time spent trying to get round the technical hitches, it was agreed that the event would not take place.

3.9. **Spoken Word** – The Events Coordinator spoke to the Bard of Buckingham Dean Jones, in the hopes that he would be able to help organise a Spoken Word evening which would go out live on You Tube. Dean set up a page on Facebook in the hope that people would post their poems, songs, stories etc. on the page. Unfortunately, the up take was poor and the event did not take place.

#### 4. Advertising

4.1. The events were advertised mainly on social media including the Town Council's Facebook, Twitter and Instagram accounts and web site. From the social media accounts we were able to share the posts onto other pages such as Buckingham What Matters, Buckingham What's On and Discover Buckingham (TIC). The events were also advertised in the Buckingham & Winslow Advertiser.

#### 5. Costs for The Events

<b>Fringe Budget 303/4221</b>	<b>£6,000.00</b>
Design and Produce Mural	£420.00
8 x £10 book tokens	£ 72.00 (10% discount given)
1 bag of rocks	£ 8.00
Donation to UK Astronomy	£200.00
Donation to Oxford Fiddle Group	£100.00
Donation to Mikey Dyson	£ 50.00
<b>Total Spent</b>	<b>£850.00</b>
<b>Balance Remaining</b>	<b>£5,150.00</b>