

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 13<sup>th</sup> July 2015** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

Present: Cllr. Ms. J. Bates  
Cllr. T. Bloomfield Vice Chairman  
Cllr. C. Mrs. Strain-Clark  
Cllr. D. Isham  
Cllr. A. Mahi Town Mayor  
Cllr. H. Mordue  
Cllr. L. O'Donoghue  
Cllr. M. Smith Chairman  
Cllr. J. Quayle  
Cllr. R. Stuchbury

Also attending: Mrs. A. Brubaker Events Co-ordinator  
Mr. C. Robson Deputy Town Clerk  
Mrs. C. Bolton Committee Clerk

At the start of the meeting the Chairman announced the sad and sudden death of Sean Allen, organiser of Bandjam, who had passed away at the weekend.

**218/15 Apologies for Absence**

Apologies were received and accepted from Cllrs Newell and Collins

**219/15 Declarations of Interest**

None

**220/15 Minutes**

The minutes of the meetings held on Tuesday 26<sup>th</sup> May 2015 ratified at Full Council on 29<sup>th</sup> June 2015 were received and accepted. (TCE/01/15)

Agreed

**221/15 Action List**

Memory Book – The Events Co-ordinator reported that this did not need an ISBN number, and that it was proposed to order an initial print-run of 100 copies to be sold via the Town Council Office and Buckingham Old Gaol at a suggested unit cost of £6.95. The library had also agreed to stock a copy for loan.

Noted and Agreed.

**222/15 Terms of reference**

221.1 To review and agree the terms of reference for the Fringe Committee

221.2 To review and agree the terms of reference for the Christmas lights Committee

Both were Agreed without amendment.

**223/15 Markets**

The Deputy Town Clerk reported that stall numbers had increased and takings were up slightly on the same time last year. Further advertising had been successful with

a new fish trader, women's accessories and china stalls all recent additions. Some new casual traders had also come to the market on occasion; the charity stall place was in high demand throughout the summer.

The flea market had also seen increased demand with advertising focussing on both the flea market and general events running in the town. The Buckingham Acoustic Group were performing fortnightly on a Saturday outside the Old Gaol.

A couple of complaints had been dealt with regarding traders not being clear of the flea market area by 9am, and this was being addressed.

Cllr Stuchbury tabled the idea of making a short promotional film about the markets which could be used for advertising on the Council's website and social media pages. Members **AGREED** a budget of £500 from the Market Infrastructure budget, and Councillors Quayle and Mahi both agreed to work with the Events Co-ordinator to progress the idea. **ACTION: EVENTS CO-ORDINATOR**

#### **224/15 Budgets**

Members discussed the potential for using the Youth Project budget, Cllr O'Donoghue said she would raise with members of the town's Youth Club.

Cllr Bates suggested using a budget to join in with the 'big lunch' proposed for the Queen's 90<sup>th</sup> birthday celebrations in 2016. The item would be on the agenda of the next meeting for discussion.

**ACTION: EVENTS CO-ORDINATOR/SEPTEMBER AGENDA**

#### **225/15 (61/15) Venues**

To receive a verbal update from the Deputy Town Clerk about disabled access to various venues in the town.

Members discussed what to do with the information collated by the Deputy Town Clerk, and the possibility making it available on the Town Council's website for public reference. Cllr Strain-Clark enquired about use of the meeting room on the mezzanine floor at the Verney Centre on a Monday.

*Clerks note: the room is not available on a Monday due to the building being closed on that day.*

It was agreed to add further information on car parking and bring the document back to the next meeting. **ACTION: DEPUTY TOWN CLERK**

#### **226/15 Buckingham in Bloom**

To receive a verbal update from Cllr Bloomfield

Cllr Bloomfield reported the judging had been completed and prizes would be awarded shortly. He commented on the dwindling number of entries over the last few years. Members discussed how to re-invigorate interest; there were many attractive gardens throughout the town but nominations were few. Members **AGREED** that next year, each would choose up to two gardens each, and the judging would be based on photographs taken by them.

**ACTION: ALL TC&E COMMITTEE MEMBERS**

#### **227/15 Forthcoming Events**

226.1 To receive a verbal update on Bandjam from the Events Co-Ordinator  
The Events Co-ordinator announced that Colin Saunders would be taking over organising the event, and urged as many Town Councillors as possible to attend as it would be a very special year and a poignant event.

226.2 To note the following forthcoming events –  
Play Around the Parishes 30<sup>th</sup> July, 13<sup>th</sup> and 27<sup>th</sup> August – Chandos Park

Bandjam	30 <sup>th</sup> August
River Rinse	13 <sup>th</sup> September – location to be confirmed
River Rinse	4 <sup>th</sup> October – location to be confirmed
Charter Fair	17 <sup>th</sup> & 24 <sup>th</sup> October
Noted.	

## **228/15 Event Reviews**

227.1 To receive a written report on Fringe Week from the Events Co-ordinator  
The Events Co-ordinator reported on a very successful week.

Cllr Stuchbury urged more people to attend future youth events, which showcased the abilities and skills of the town's young people at the Buckingham School and Royal Latin School.

Members thanked all staff involved in the Fringe Week for their hard work.

227.2 To receive a verbal update on the Dog Show from the Events Co-ordinator.

118 dogs had been entered into this year's show, with over £170 raised from entry fees. It was estimated that between 200 and 300 people had attended the event, with very positive feedback. People had enjoyed the friendly, non-competitive environment; traders had happily supported the day and would do so again. Helen Holland, who judged some of the various classes, would help again next year, with the likely addition of an agility event.

Members **AGREED** to donate £50 from the takings back to the Vet Centre, Maids Moreton who had been the main sponsor of the Dog Show, for them to donate to an animal charity of their choice. The remaining takings would be put back into the Dog Show budget for 2016.

Councillor Stuchbury commented on how difficult it had been to raise enthusiasm when the project was tabled last year, but it had nevertheless grown to a hugely successful and positive event in 2015 and looked like growing in the future.

## **229/15 Music in the Market**

Figures for the running costs of the event for 2013, 2014 and 2015 were tabled, and it was noted that these costs were slightly reducing year on year. When attendance figures each year were considered, Councillors were satisfied that the event remained viable and was running to budget.

The Chairman advised Members that the next event to undergo scrutiny would be the Fringe week (excluding Comedy nights).

## **230/15 Youth Project**

Cllr O'Donoghue reiterated previous comments about the Youth Project put on during Fringe Week, which regrettably only two Councillors and one member of staff had attended this year.

Cllr O'Donoghue thanked the Events Co-ordinator.

## **231/15 Access**

Old Town Hall – to receive a verbal report from Cllr Strain-Clark following a meeting with Jean Rush, Manager, Villiers Hotel.

A letter from members of the public had been circulated in Members' folders regarding access difficulties at the Charter Fair event. Members briefly discussed the letter and the Chairman said he would raise the comments for consideration with Marshall Nicholls at the first meeting of the Charter fair.

Cllr Strain-Clark reported on successful meetings with Colin Stotter from Buckingham University Estates department, regarding ability for wheelchair users to view properly at the FilmPlace; and Jean Rush and the MD of Villiers Hotel, both meetings bore positive outcomes. Discussions with FilmPlace were ongoing, whilst changes had already been made at Villiers to accommodate requests.

An outstanding issue at Villiers involved the placing of the refuse bins after emptying and a fly tipped mattress which prevented those of limited mobility using the accessible side route to the lift. A letter would be written to the District Council, (copied in Jo Loftus, Community Safety; and District Members to progress the matter to a satisfactory conclusion.

**ACTION: EVENTS CO-ORDINATOR**

**232/15 Commonwealth Flag**

To receive an email from NALC and decide whether to purchase and display a flag

Proposed by Cllr Smith, seconded by Cllr Bloomfield and RECOMMENDED to Full Council to appoint a budget and approve the purchase of a Commonwealth Flag

**233/15 Ownership of Events**

To receive the updated list and agree any changes

Changes as follows:

Community Fair	R Lehmann (subject to his agreement) and Cllr Bloomfield
River Rinse 13 September	Cllr Bloomfield
River Rinse 4 October	Cllr Newell (subject to her agreement)
Best Dressed Guy	Cllr O'Donoghue
Christmas lights switch on	Cllrs Smith and Mahi
Christmas Parade	Cllr G Collins and Cllr Quayle
Local Democracy Week	Cllrs O'Donoghue and Stuchbury

**234/15 Remembrance Day Parade**

Members noted a meeting on 14<sup>th</sup> July with the new Chairman of the Royal British Legion, Robb Broomfield.

**235/15 Gazebo Hire Agreement**

To remind Members of the terms of the agreement and enquiries for out of town loans

Members **AGREED** that providing the organisation requesting a gazebo was from the town, and then gazebos could be loaned to events taking place outside the town.

**236/15 Visitor Information Centre**

To receive the latest visitor and accommodation statistics

Following his question about the value that AVDC put on maintaining high visitor numbers, Cllr Stuchbury agreed to contact Lyn Purdie to obtain further information in respect of Buckingham.

**ACTION: CLLR STUCHBURY**

**237/15 Twinning**

To receive the Minutes of the Twinning Association meeting 6<sup>th</sup> May 2015  
Received.

**238/15 News releases**  
Dog show event

**239/15 Chairman's Items**  
Bastille Day on Tuesday 14<sup>th</sup> July, Boules competition in the cattle pens.

**240/15 Date of the next meeting:** Tuesday 1<sup>st</sup> September 2015

Meeting closed at 8.10pm

Signed ..... Date .....  
Chairman