

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 22<sup>nd</sup> May 2017** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

Present:	Cllr. T. Bloomfield	Vice Chair
	Cllr. D. Isham	
	Cllr. A. Mahi	
	Cllr. H. Mordue	
	Cllr. L. O'Donoghue	
	Cllr. M. Smith	Chair
	Cllr. R. Stuchbury	

Also attending

Ms. C. Childs	Deputy Town Clerk
Mrs. N. Stockill	Committee Clerk

#### **50/17 Election of Chair/man**

To elect a Chairman of the Committee for 2017-2018

Proposed by Cllr Isham and seconded by Cllr Stuchbury to appoint Cllr Bloomfield to the position of Chairman.

Proposed by Cllr O'Donoghue and seconded by Cllr Mordue to appoint Cllr Mahi to the position of Chairman.

Cllr Mahi withdrew his nomination in support of Cllr Bloomfield

Members AGREED to appoint Cllr Bloomfield as the Chairman of TC&E Committee for the forthcoming year.

*Cllr Bloomfield took the Chair.*

#### **51/17 Election of Vice Chair/man**

To elect a Chairman of the Committee for 2017-2018

Proposed by Cllr O'Donoghue, seconded by Cllr Stuchbury and unanimously AGREED to appoint Cllr Mahi as Vice-Chairman of the TC&E Committee for the forthcoming year.

#### **52/17 Apologies for Absence**

Members received and accepted apologies from the Events Coordinator, Cllrs. Strain-Clark and Gateley.

#### **53/17 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.

There were no declarations of interest.

#### **54/17 Minutes**

To receive the minutes of the Meeting held on Monday 27<sup>th</sup> April 2017 ratified at Full Council on 8<sup>th</sup> May 2017. (TCE/07/16)

AGREED

### 55/17 Terms of Reference

To review and agree the terms of reference as agreed at Full Council  
Cllr. Smith proposed correction of a typographical error at section 10.5. AGREED

### 56/17 Section 106

Committee Members to discuss and propose Section 106 projects (minute 915/16 refers)

Members discussed and proposed the following additional projects:

- Bridge over A421 linking Lace Hill to Badgers Estate.
- Parking and traffic movement study from Brackley Road

### 57/17 HS2 Community Environment Fund

Committee Members to formulate innovative project suggestions that would be of benefit to the town. Suggestions are to be feedback to the next Resources Committee meeting (minute 969/16 refers).

Members agreed to add Cllr Bates' suggestion to develop the area at the rear of 13 High Street (The Grand Junction) for additional car parking and a riverside picnic area.

### 58/17 Action List

To receive action reports and updates

Visitor Information Centre – in fact, the redecoration had been funded via the Destination Buckingham Group, but this item could now be deleted.

Relocation of Desperate Dan – matter resolved, to be deleted.

Events Report – Cllr Smith said this action was originally proposed by the Town Clerk and nothing has transpired, despite repeated requests for a report. Members discussed and AGREED that the Town Clerk be asked to confirm if and when a report will be provided.

**ACTION TOWN CLERK**

Charter Fair 100<sup>th</sup> Anniversary – Cllr Smith asked for confirmation that it was in fact the 100<sup>th</sup> anniversary.

**ACTION EVENTS COORDINATOR**

Best Kept Village – Cllr Smith reported that Buckingham Garden Centre was going to sponsor the planters outside of the Old Post Office.

Staff costs – Cllr Smith said that an action needed to be added to the list for the allocation of staff costs against events.

**ACTION EVENTS COORDINATOR**

Following an update from the Deputy Town Clerk it was AGREED by Members to remove the breakdown of wages and salary information from the TC&E budget report, as it provided incomplete and misleading information. Members further AGREED that actual staff costs be included in future event reports as an interim measure, while the Deputy Town Clerk, Events Coordinator and Chair explore alternative approaches to providing a fuller picture of actual event costs.

**ACTION EVENTS COORDINATOR/DEPUTY TOWN CLERK**

### 59/17 Flea Market

To receive a written report from the Deputy Town Clerk on the sale of restricted or prohibited items.

Members discussed and AGREED the report recommendations.

*[Recommendations: That the Street Market Rules and Regulations be amended to cover the Flea Market.*

*That the list of prohibited items be extended to include antique guns, knives and swords.*

*That a letter be sent to all Flea Market, and Street Market Traders, confirming the complete prohibition of items of this type.]*

#### **60/17 Market Trader Contract**

To receive an update to the Market Trader Contract

Members discussed and AGREED the updated Market Trader Contract.

#### **61/17 Budget**

To receive the latest budget figures

Proposed by Cllr. Smith, seconded by Cllr Mahi and AGREED Cllr Smith to delete lines 3997, 3998 and 3999 from the budget report (as per 58/17 above).

**ACTION DEPUTY TOWN CLERK**

#### **62/17 Buckingham in Bloom**

It was AGREED to return to judging front gardens rather than just hanging baskets. In order to decide how the Councillors will select nominations, Cllr. Smith proposed (seconded by Cllr. Stuchbury) and it was AGREED for Members to nominate two front gardens from their allocated areas from the "Town Audit" map breakdown used previously.

Members discussed and AGREED for Cllr. Stuchbury to talk to the Buckingham Allotments Society and see if they would be interested in participating in the competition for 2018/19.

**ACTION CLLR. STUCHBURY**

Cllr. Bloomfield explained that each nomination would require a maximum of two gardens with accompanying photographs and the address. Viewing of gardens to commence on the 15 June, Cllrs to return photographs and paperwork by the 7<sup>th</sup> July. Judging to take place week beginning 10<sup>th</sup> July

#### **63/17 Fringe Week update**

To receive an update report from the Events Co-ordinator

Cllr. Bloomfield explained that he would be the Quizmaster and this year would also include a short quiz for children. The Events Coordinator was awaiting quotations for catering and Cllr Smith suggested contacting the WI.

**ACTION EVENTS COORDINATOR**

Members also discussed and AGREED for the Events Coordinator to investigate a local Public house sponsoring the event and providing catering.

**ACTION EVENTS COORDINATOR**

#### **64/17 Forthcoming Events**

64.1 Music in the market – 28<sup>th</sup> May 2017

64.2 Dog Show – 16<sup>th</sup> July 2017

Cllr. O'Donoghue reported that Vets for Pets would be hosting stalls, activities at the event. Maids Moreton vets would also be providing rosettes and there had been expressions of interest from other local business to sponsor the event.

64.3 Fringe Week – 15 - 23<sup>rd</sup> July 2017

64.4 Bandjam - 27<sup>th</sup> August 2017

64.5 River Rinse - 10<sup>th</sup> September & 1<sup>st</sup> October 2017

#### **65/17 Event Reviews**

65.1 To receive a written report from the Events Co-ordinator – Spring Fair

Members AGREED the report recommendation

*[I recommend that we continue with the Spring Fair again next year and continue to introduce new organisations but change the location of the event so that we can introduce some new ideas and hopefully encourage groups that will be able to give demonstrations.]*

65.2 To receive a written report from the Events Co-ordinator – May Day

Members AGREED the report recommendation

*[I recommend that we continue with this event as it is enjoyed not only by the students who spend a lot of time practicing before the day but by members of the public who come to watch.]*

65.3 To receive a written report from the Events Co-ordinator – Scouts' Parade

Members AGREED the report recommendation.

*[As the 3<sup>rd</sup> Buckingham Scouts and Town Council worked well together on the event, I recommend that if we are approached by the Scouts for a St George's Day Parade next year that we consider supporting the event again.]*

Cllr. Smith noted the 2018 Scout's Parade would probably be a larger event involving a more extensive road closure. Cllr O'Donoghue said that 2018 Spring Fair should take place on a weekend that did not follow or precede any other weekend events; otherwise, the Greenspaces team would again be unable to assist with the set up.

#### **66/17 Ladies Fun Run**

To note this event is organised by the Winslow Warriors' Running Club and will take place on Sunday 14<sup>th</sup> October 2017.

Noted

#### **67/17 Planters outside of the Old Post Office**

To note Buckingham Garden Centre will plant with summer plants to match planters and hanging baskets (see 58/17 above).

Noted

#### **68/17 Buckingham Action Group (BAG)**

To receive a verbal update from Cllr. O'Donoghue

Cllr O'Donoghue reported on a successful meeting and confirmed that any unspent LAF funding from last year would be put towards future events in 2017/18.

#### **69/17 Festival of Health**

To receive a verbal update.

The Deputy Town Clerk said that the Town Council was leading on the recruitment of a Project Coordinator and interviews were due to take place on Thursday 25<sup>th</sup> May 2017. Cllr Smith added that the Destination Buckingham Group had earmarked some funding for publicity, should this be required.

#### **70/17 Access**

Cllr. Smith said the new Disabled Go window stickers were printed and ready to be circulated to participating shops and restaurants.

#### **71/17 Visitor Information Centre**

To receive the visitor and accommodation statistics up to the end of April 2017

Noted

**72/17 Twinning**

Cllr. Mordue said that a small group from the Twinning Society would be visiting Mouveau in September 2017.

Members discussed and AGREED that the Boules competition on 14 July be added to the list of Fringe Week events.

**ACTION EVENTS COORDINATOR**

**73/17 Correspondence**

None

**74/17 News Releases**

Members AGREED press releases on the following subjects:

Best Kept Village competition.

Buckingham in Bloom.

**75/17 Chairman's Items**

Cllr Bloomfield thanked the Committee for welcoming him as the Chair for 2017/18.

**76/17 Date of the next meeting:**

Monday 10<sup>th</sup> July 2017

Meeting closed at 20.12pm

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