

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 15th October 2018** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

Present:

Cllr. T. Bloomfield	Chair
Cllr. Mrs. G. Collins	
Cllr. P. Collins	
Cllr. J. Harvey	Town Mayor
Cllr. D. Isham	
Cllr. A. Mahi	Vice Chair
Cllr. L. O'Donoghue	
Cllr. Mrs. Strain-Clark	

Also attending	Mrs. A. Brubaker	Events Co-ordinator
	Mrs. N. Stockill	Committee Clerk
	Mr P Hodson	Town Clerk
	Mr S. Staley	Market Manager

PUBLIC SESSION

Mr John Russell Chairman of Access for All spoke in support of Cllr. Strain Clark's motion at agenda item 8; expressing his concerns about the poor accessibility to the Villiers' Town Hall and Ballroom. Mr Russell encouraged Members to support Cllr. Strain-Clark's motion.

416/18 Apologies for Absence

Members received and accepted apologies from Councillors Gateley and Stuchbury.

417/18 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.

418/18 Minutes

To receive the minutes of the Meeting held on Tuesday 28th August 2018 ratified at Full Council on Monday 1st October 2018. (TCE/03/18)

AGREED

419/18 Action List

Members received and noted the Action List.

420/18 Markets

Members received a verbal update from the Market Manager, Steve Staley. The Market Manager reported on ongoing issues encouraging new traders to fill vacant pitches on the Tuesday and Saturday Street Markets.

Proposed by Cllr. Mahi, seconded by Cllr. O'Donoghue and unanimously **AGREED** for the Town Clerk to investigate the installation of brown tourist signs, advising visitors of the times of Buckingham's street markets. **ACTION TOWN CLERK**

Members discussed and AGREED to take agenda items 9 (Generator), 13 (Christmas Light Installation & Maintenance Contract) and 11.3 (Charter Fair) at the end of the session in confidential setting.

421/18 Motion – Cllr. Harvey

The Buckingham War Memorial was unveiled and dedicated on 20 May 1920 (<https://www.iwm.org.uk/memorials/item/memorial/7965>). This Town Council resolves to invite the Lord Lieutenant, the Bishop of Oxford and other suitable dignitaries (as soon as possible) 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 community lunch on that day for the descendants of those named on the memorial from WW1.

Cllr. Harvey spoke to the above motion, explaining that he had already discussed the event proposal with the Bishop of Oxford, High Sheriff and Lord Lieutenant. Cllr. Isham seconded Cllr. Harvey's motion. Cllr. Harvey suggested working in partnership with the Royal Legion to organise an event.

A vote was taken and the results were:

In favour: 6

Against: 1

Abstentions: 1

Motion carried

ACTION TOWN CLERK

Market Manager left the Chamber at 19.20pm

422/18 Budget

422.1/18 Members received and noted the latest budget figures.

422.2/18 Members received, discussed and noted the proposed budgets for 2019/20 (Precept). The Town Clerk **AGREED** to prepare a precept report for the committee, including staffing costs and any projected overtime figures for TC&E.

ACTION TOWN CLERK

423/18 Motion – Cllr. C. Strain-Clark

Due to the inadequate disabled access to the Ballroom in the Old Town Hall and the lack of disabled facilities in Villiers, this committee resolves not to use either of these venues for Town Council events until the access problems are resolved

Cllr. Strain-Clark explained that Committee may choose to recommend the motion to Full Council as the motion, currently, only applies to events within the control of the Town Centre & Events Committee. Cllr. Strain-Clark described the disabled access to the Old Town Hall Ballroom along an alleyway, across a dirty drainage gully and up a steep camber into the back of the kitchens. Cllr. Strain-Clark said that it was not unreasonable, given the recent investment in the hotel, that access would have been improved. However, access to the old Town Hall Ballroom and conference facilities has not been improved and Cllr. Strain-Clark urged Members to support the motion, recognising that all residents of Buckingham, including the disabled and those with mobility issues, should have equal access and enjoyment of Town Council events.

Cllr. O'Donoghue seconded Cllr. Strain-Clark's motion.

Cllr. P. Collins proposed the following amendment to the motion, seconded by Cllr. Mahi: '...this committee endeavours not to use...'

Cllr. Harvey spoke against the amendment stating that it was a matter of discrimination and the Town Council needed a clear policy not to use either of these venues for Town Council events until the access problems are resolved. A vote was taken on the amendment and the results were:

In favour: 2

Against: 5

Motion fell

A further vote was taken on the original motion and the results were:

In favour: 7

Against 1

Motion carried.

ACTION EVENTS COORDINATOR

RECOMMENDED to Full Council that due to the inadequate disabled access to the Ballroom in the Old Town Hall and the lack of disabled facilities in Villiers, this committee resolves not to use either of these venues for Town Council events until the access problems are resolved

424/18 Forthcoming Events

424.1/18 Charter Fair (2nd weekend) 20th October 2018

Noted

424.2/18 Bonfire Fireworks 3rd November 2018

Noted

424.3/18 Remembrance Parade 11th November 2018

Noted

424.4/18 Ice Rink 26th November 2018

The Events Coordinator reported that work was underway to attract sponsorship from local businesses. There are 27 spaces available for a 2m advertising banner: 7 day sponsorship £150, 3 days is £100 and £50 for 2 days. The Events Coordinator asked Members to help promote the event and sponsorship.

424.5/18 Christmas Lights Switch On 1st December 2018

Noted

424.6/18 Christmas Parade 15th December 2018

The Events Coordinator reported on a recent meeting with the Christmas Parade Committee and TVP Traffic and Operations, noting that Addington Road no longer be included within the diversion route. A traffic management company is to be hired to divert traffic from the Stratford Road roundabout

424.7/18 Community Fair 15th December 2018

Noted

424.8/18 Pancake Day 2nd March 2019

Noted

425/18 Event Reviews

425.1/18 Good Endings Fair

Members received a written report from the Events Coordinator.

Cllr. Harvey spoke in support of running the event and death café again in the spring of 2020. Members noted the report and **AGREED** the report recommendation: *[It is recommended that if we hold another Good Endings Fair that it would be in no less than 18 months time and that the event be held in January or February. We do not produce so many folders and that they do not have a date on them so that they can be used again if necessary and that we find a way to encourage the larger organisations and charities to attend the event or to get involved in it in some way.]*

425.2/18 River Rinses

Members received a verbal report from the Events Coordinator noting the event on the 7th October 2018 was one of the cleanest river rinses experienced.

425.3/18 Dog Show

Members received a written report from the Events Coordinator and **AGREED** the report recommendation *[It is recommended that we continue with the event next year as it is very popular with the residents of Buckingham. Holding the Dog Show in September this year proved just as successful as in July, so it is recommended that we change it to September for 2019. Kimberly Cox has offered to not only run the Dog Scurry again next year but also an agility course.]*

426/18 Armistice 100

Members received a verbal report from the Events Coordinator and expressed concern over the lack of a contingency plan for wet weather.

427/18 Ice rink

Discussed earlier in the agenda see minute 424.4/18

428/18 University of Buckingham opening of the Vinson Building

Members discussed details of the Town Council's stand, to be hosted by Cllrs. Stuchbury, Strain Clark and Bloomfield on the 28th November 2018 and suggested taking along brochures publicising the work of the Town Council.

429/18 Buckingham Action Group

Members received a verbal update from Cllr O'Donoghue noting that the Skate Park event was to be made an annual event.

430/18 Access

There were no issues to report.

431/18 Tourist Information Centre

Members received and noted the latest visitor statistics.

Proposed by Cllr. Harvey, seconded by Cllr. Bloomfield and unanimously **AGREED** for the Town Clerk to report on best practice performance measures for the Tourist Information Centre.

ACTION TOWN CLERK

Mr Russell left the Chamber at this point 20.08

COMMITTEE IN PRIVATE SESSION

Exclusion of Public and Press

RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

432/18 Charter Fair (1st weekend)

Members discussed the opening ceremony of the Charter Fair and the Town Mayor's award of a commemorative tankard to Mr. M. Nichols . Proposed by Cllr. Mahi and seconded by Cllr. O'Donoghue not to make any further presentations.

A vote was taken and the results were:

In favour: 3

Against: 3

Abstentions: 1

The casting vote fell to the Chair: Cllr Bloomfield voted in favour of the motion.

433/18 Generator

Members received and **AGREED** a written report from the Event Coordinator *[it is recommended to purchase the generator from Company 2. This generator even though the cheapest, has a higher power rating and the run time of 10 hours is adequate and would suit the needs of both events and outdoor maintenance. The generator would be purchased through an increase in the precept for 2019/20.]*

434/18 Christmas Light Installation & Maintenance Contract

Members received and **AGREED** a written report from the Event Coordinator *[It is recommended that we go with Company 2 This Company is very professional, efficient and provide an excellent service. They also have their own 'cherry picker' access platform, which is required to install the lights on some of the higher buildings in the town centre.]*

The Committee in private session closed at 8.32pm and the normal agenda order was resumed.

435/18 News Releases

No items were brought forward.

436/18 Chairman's Items

437/18 Date of the next meeting: Monday 3rd December 2018

Meeting closed at 8.40pm

Signed Date
Chairman