

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 19<sup>th</sup> October 2015** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

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

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

#### 477/15 Apologies for Absence

Apologies were received and accepted from Cllrs P and Mrs G Collins and Cllr Isham

#### 478/15 Declarations of Interest

None

#### 479/15 Minutes

The minutes of the meetings held on Tuesday 1<sup>st</sup> September 2015 ratified at Full Council on 5<sup>th</sup> October 2015 were received and accepted. There were no matters arising.

#### 480/15 Western Avenue Parking (Charter Fair)

To receive an email and to receive a verbal update from the Events Co-ordinator  
 The Event Co-ordinator reported that the Town Clerk had spoken with Mr Phillips and was unable to change the road closure parameters until next year's event. Members discussed the parking problems that residents encounter during the Charter Fair and **AGREED** to write to both AVDC and BCC regarding the inappropriate parking on verges and highways. Members also discussed the possibility of putting up more signage to warn speeding drivers of children playing. Cllr Stuchbury commented that the LAF may be in a position to help with funding for signs.  
 Cllr Smith said it may also be possible to look at setting up a Speedwatch exercise on Western Avenue, subject to TVP approval of site suitability.  
 Members requested copies of the photographs Mr Phillips had taken which highlighted the issue. **ACTION: EVENTS CO-ORDINATOR**

#### 481/15 Action List

To receive action reports and updates  
 The Events Co-ordinator reported that the Memory Book was now complete and would shortly be available for purchase from the Old Gaol.

Public Entertainment Licence – updates due in 2016.  
Market video – complete, waiting for delivery.

**482/15 Markets**

To receive a written report from the Deputy Town Clerk  
The Deputy Town Clerk reported that takings were down slightly on the same period in 2014, and that the general trend across the country was also down. The available promotion budget was limited for the remainder of the financial year; the market bags had been well received and may be re-ordered. The Deputy Town Clerk would also look into further advertising, such as the MK18 magazine or similar.

**ACTION: DEPUTY TOWN CLERK**

**483/15 Teenage Market**

To receive a written report from the Deputy Town Clerk  
The Deputy Town Clerk discussed his ideas for a Teenage Market with Members, mentioning that it would be an ideal project for the Youth Council, a project to inspire them to do something exciting. Members agreed the concept a good idea, but felt that a lot more information and organisation was needed. Suggestions included running alongside the main markets and involving the youth enterprise schemes from the schools, but concerns were expressed about monitoring the activity. It was agreed to keep the item on the Agenda, continue to work on ideas via the Youth Council and look into the 'You Tube' link in the report.

**ACTION: DEPUTY TOWN CLERK**

**484/15 Budgets**

To receive the latest budget figures  
9015 – Earmarked reserves, Charter Fair. Cllr Stuchbury said this should be discussed soon.

**485/15 Forthcoming Events**

To receive verbal updates from the Events Co-ordinator -  
Bonfire & Fireworks  
The Events Co-ordinator reported there had been considerable discussion on social media about the event running on 31<sup>st</sup> October. The fireworks had been fixed in the diary for 12 months, running it the following weekend was not possible due to the Town Council's involvement in the Remembrance Parade. In addition, the set-up and clearing away of the fireworks event involved great effort by staff and volunteers, so could not be run the following weekend of the 7/8<sup>th</sup> November due to the conflict with Remembrance Parade commitments.  
Members agreed that the event had been advertised for a long time via various media, it was a free event lasting just an hour or so during the evening, and that sparklers were discouraged. There was therefore no reason why it could not mesh with Halloween celebrations.  
The Events Co-ordinator asked for Councillors to come out on the morning of Saturday 31<sup>st</sup> from 10am to help build the bonfire, and to encourage members of the public to help.

Best Dressed Guy/Best Carved pumpkin contest  
The competitions will be run outside the Old Gaol at 1pm on 31<sup>st</sup> October.

### Remembrance Day Parade

The Events Co-ordinator reported that more volunteer marshals were needed to help at the Parade.

Cllr Mordue had asked for help from the Rotary organisation.

Members **AGREED** to include item 11 under this heading and noted the Christmas Parade minutes.

### Christmas Parade

To take place on 12<sup>th</sup> December, marshals were also needed for this event.

### Community Fair

Cllr Bloomfield had taken over as lead Councillor from ex-Cllr Lehmann. A new deputy was also required.

## **486/15 Event Reviews**

486.1 River Rinse - To receive a written report from the Events Co-ordinator  
Received.

Cllr Stuchbury reported his ongoing concern that the University had not cleared out the area of the river known as The Leat. The section was now very silted up and could be very dangerous for young children. The Events Co-ordinator would write to the new Head of Estates to progress.

### **ACTON: EVENTS CO-ORDINATOR**

486.2 Democracy Event – To receive a verbal report from the Events Co-ordinator  
Cllr O'Donoghue reported that the event went well, though it was unfortunate that the University had not become involved until the last minute.

Cllr Stuchbury said that the organisation of the event should be re-visited; it may work better to debate a motion and then ask for the panel's response. Members agreed that the approach would be suggested to the schools.

The Events Co-ordinator suggested the mixing the students from the Buckingham School and the Latin may also work well.

### **ACTION: EVENTS CO-ORDINATOR/CLLR O'DONOGHUE**

486.3 Charter Fair – To receive a verbal report from the Events Co-ordinator  
The Events Co-ordinator thanked Cllrs Smith, Mahi, Stuchbury and O'Donoghue for coming out and helping with bringing the Charter fair into the town on the first weekend and noted that the outdoor team were on the scene from 6am putting barriers out and working through till 2pm.

The fair came into the town successfully, and a new pavement access ramp was installed outside the White Heart pub. Siting for additional ramps was discussed and agreed.

Cllr Stuchbury thanked the office staff and Members who had helped, noting the good understanding between fair staff and all involved aided such a smooth operation.

It was reported that a complaint had been received from a County Councillor that he had not been invited to the opening of the fair. After due consideration by Members, it was considered unnecessary to invite individual town, county or district members as the fair was open to all.

## **487/15 Christmas Parade**

To receive the notes from the Christmas Parade Committee Meeting 8<sup>th</sup> October  
Noted as above.

**488/15 Access**

To receive a verbal update from Cllr Strain-Clark  
Cllr Strain-Clark commented that she was pleased at how accessible the fair had been, there had been plenty of space to negotiate the roads and paths throughout.

**489/15 Ownership of Events**

To receive the updated list and review  
Food fair – Deputy Cllr Bloomfield  
Pancake race – Deputy Cllr Smith  
Christmas Parade – Deputy Cllr Mordue  
Community Fair – Cllr Bloomfield to lead; Deputy Cllr Strain-Clark  
Bonfire & Fireworks – Deputy Cllr Stuchbury  
Street Party during Fringe Week – Cllr Bates to lead, Deputy Cllr Bloomfield

Members held a discussion over how to encourage more Councillors to help at the Town Council’s events. The Mayor would make a request at next Full Council.

**ACTION: FULL COUNCIL AGENDA CHAIR’S ANNOUNCEMENTS**

**490/15 Visitor Information Centre**

To receive the latest visitor and accommodation statistics  
Noted.

**491/15 Twinning**

To receive the minutes of the meeting 2<sup>nd</sup> September 2015  
Received.  
Cllr Newell confirmed the dates for a Civic Visit by Mouvaux as the weekend of 30<sup>th</sup> September – 2<sup>nd</sup> October 2016.

**492/15 News releases**

Bonfire and fireworks – publicised in various media for up to 12 months, a free event lasting just 1 hour and safety aspects included no sparkler allowed.

**493/15 Chairman’s Items**

Cllr Smith noted that provision for local traders to either attend or send a report for consideration had been omitted from the Agenda, and asked that this be reinstated for future meetings. He also said that the feasibility of winter floral baskets would be considered, and that the Charter Fair figures would be scrutinised.

**494/15 Date of the next meeting: Monday 7<sup>th</sup> December 2015**

Meeting closed at 8.20pm

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