

TCE/06/19

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 30th March 2020 at 7pm** at the following url:

<https://zoom.us/j/116720555?pwd=eW81WVRYd1kyZkY4aXdxWERJeHVLdz09>

Present:

Cllr. T. Bloomfield	Vice Chair
Cllr. M. Cole	Mayor
Cllr. Mrs. M. Gateley	
Cllr. A. Mahi	Chair
Cllr. L. O'Donoghue	
Cllr. Mrs. Strain-Clark	
Cllr. R. Stuchbury	

Also attending

Ms. C. Molyneux	Deputy Town Clerk
Mrs. A. Brubaker	Events Co-ordinator
Mrs. N. Stockill	Committee Clerk

871/19 Apologies for Absence

Members received and accepted apologies from the Town Clerk and Cllr. Harvey.

872/19 Declarations of Interest

There were none.

873/19 Minutes

The minutes of the Meeting held on [Monday 2nd December 2019 and received at Full Council on 27th January 2020. \(TCE/04/17\)](#) were **AGREED**.

874/19 Action List

Members noted the action report.

875/19 Markets

Members received an End of Year Report from the Deputy Town Clerk, noting that the Main Market was still trading but only those stalls which sell essential supplies such as food and household goods were now taking part. Strict handwashing measures are in place and 2m markings are drawn in chalk to enforce social distancing. As the number of stalls has been greatly reduced they are spaced as far apart as possible and the chalk markings will direct queues to form apart from each other. The Deputy Town Clerk explained that Mr. G. Geen was offering vegetable box home deliveries to Buckingham and neighbouring villages. Members thanked the Deputy Town Clerk for a positive market budget noting that the markets have increased their annual net income by £1,472. This came from an increase in stalls on the Main Market and a reduction in infrastructure expenditure.

876/19 Budget
Members received and noted the latest budget figures

877/19 COVID-19 update
Members received a verbal update from the Events Coordinator and the Deputy Town Clerk noting that many events had been cancelled over the next few months but the office were working on a new digital and distance event offering.

Cllr. Mahi reported that the Events Coordinator was in the process of producing the 2020 Fringe brochure and asked Members to consider whether it was prudent to cancel the event. Cllr. Stuchbury said as the subject was not on the evening's agenda then it couldn't be discussed and a report should be brought to the next meeting of TC&E in June 2020. The Events Coordinator explained that these were exceptional circumstances and the first proof of the Fringe Brochure needed to be with the designer by Good Friday. Members **AGREED** with Cllr. Gateley's suggestion that it was valid to discuss the cancellation/postponement of the Buckingham Fringe within agenda item 7 (Covid-19 update). Cllr. Strain-Clark agreed with Cllr. Gateley adding that it would be irresponsible to spend any money planning a public event for July 2020 and that it would raise people's expectation unnecessarily.

Cllr. Try joined the meeting at this point in the agenda.

Cllr. Stuchbury said what legal basis is there around the Charter Fair if we have to cancel in law. The Events Coordinator said that in order to protect the Charter, Nicholls Amusements only one stall need to be present in order to constitute a Charter Fair. The Events Coordinator said she would liaise with the Head Showman and Showman's Guild nearer to the date.

Cllr. Stuchbury suggested a virtual event to be set up during the week of the Fringe Festival. Members **AGREED** for the Deputy Town Clerk to ensure the unspent funds from the Fringe Festival were placed within Ear-Marked Reserves.

Proposed by Cllr. Gateley, seconded by Cllr. Strain-Clark and unanimously **AGREED** for the Buckingham Fringe 2020 to be cancelled and for the Events Coordinator to investigate outline plans for an appropriate celebration event to mark a significant turning point in the fight against Coronavirus at the appropriate time.

ACTION EVENTS COORDINATOR

878/19 Litter Picking
Members **AGREED** to move the date of the litter picking to 27th September to fit in with the revised date for the Keep Britain Tidy Campaign.

ACTION EVENTS COORDINATOR

Cllr. Stuchbury asked for guidance from the office, nearer to the time, on whether the Greenspaces Team could run a River rinse in the absence of any members of the public or Stowe Sub Aqua Club.

879/19 Forthcoming Events

879.1/19 Buxplore Launch Sunday 26th April, Cattle Pens TBC
Members **AGREED** that the Buxplore community heritage app launch still takes place on the 26th April but as a virtual event across social media channels, not as a physical launch. Members also **AGREED** that a Buxplore app end of project celebration take place instead, date to be decided.

ACTION COMMUNICATIONS CLERK

879.2/19 Spring Fair Sunday 26th April, Cattle Pens
Members discussed the report recommendation and **AGREED** to cancel the event

879.3/19 May Day Friday 1st May 11am Church Green
CANCELLED

879.4/19 VE Day Friday 8th May POSTPONED

879.5/19 Re-dedication of War Memorial Wednesday 20th May TBC

879.6/19 Litter picking Saturday 14th June

879.7/19 Music in The Market Sunday 24th May 1pm-10pm
Bullring CANCELLED

880/19 Event Reviews

880.1/19 Pancake Race – Members discussed and **AGREED** the following report recommendations:

It is recommended that we continue to hold the Pancake Races as they are enjoyed by both young and old.

It is recommended that the adult race is split into a Men's race and a Women's race. Currently the adult race is combined, but there are enough adult participants that could warrant the split.

It is recommended that the Team relay be for anyone who can make up a team rather than just businesses, as the small businesses are unable to enter, as they do not have enough staff to keep the business open and take part in the event.

880.2/19 Food Fair – Members discussed and **AGREED** the following report recommendations:

It is recommended that the Council continues with the Food Fair again next year as it is very popular with local residents and also brings people into Buckingham from outlying villages.

It is recommended that the Council increases the signage on the day and look at purchasing an A- Board and a new banner that could be put outside by the Council Chamber on the day advertising the event.

880.3/19 Death Café/Good Endings Fair (CANCELLED) – Members noted a written report from the Events Coordinator.

880.4/19 Lace Hill Tabletop Sale – Members **AGREED** that the Council supports a similar event in 2021. **ACTION LHSCC COORDINATOR**

881/19 Access

Cllr. Strain-Clark explained there had not been any recent meetings of the Access4All group and shared individual's concerns regarding access to shopping and prescriptions.

882/19 Tourist Information Centre Temporary Closure

The Deputy Town Clerk explained that The virtual Tourist Information Centre was fully operational. They are taking regular calls from the public, seeking help with issues such as essential transport and establishing which local services are open or delivering. Councillors were asked to promote the details: Call 01280 823020 or email tic@buckingham-tc.gov.uk

883/10 Tourist Information Centre Website

Members discussed a written report from the Deputy Town Clerk and **AGREED** the Town Council continues to support the development of a tourism website and on-line tourism presence to promote Buckingham as a high quality destination. Members noted the budget for this project was agreed at precept. **ACTION DEPUTY TOWN CLERK**

884/19 Youth Council

Cllr. O' Donoghue said the Town Clerk was writing to local schools requesting expression of interest. Members **AGREED** to postpone the agenda item until the Town Clerk was in a position to report back. **ACTION TOWN CLERK**

885/19 Alternatives to Buckingham in Bloom (min 740/19 refers)

Cllr. Stuchbury suggested asking if there was any land under ownership of the Buckingham and Gawcott Charitable Trust that could be used for community planting. Cllr. O'Donoghue said there were four large raised beds at the Youth Centre that could be made available. Members **AGREED** to postpone an event until after social distancing restriction had passed. Cllr. Stuchbury suggested writing to the Unitary Authority asking if they were happy to support the event.

Proposed by Cllr. Bloomfield, seconded by Cllr. Mahi and unanimously **AGREED** that the Town Council investigate the viability of a Community Gardening project, by contacting the Buckinghamshire Council and VAHT to ask for their support. **ACTION DEPUTY TOWN CLERK**

886/19 Climate Emergency Event

Members received a written report from the Committee Clerk and discussed the recommendations therein. An amendment to the report recommendation was proposed by Cllr. Gateley, seconded by Cllr. Strain-Clark and unanimously **AGREED** to read:

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.

To encourage attendees to input into the creation of Buckingham's 'Green Gauge', a local green directory that would allow residents to make sustainable/eco friendly choices in their purchases and lifestyle.

To encourage participants to sign up to the formation of a Buckingham Climate Action Group, to lead on carbon reduction measures in the wider community.

ACTION COMMITTEE CLERK

887/19 Twinning

Members received a verbal report from the Events Coordinator regarding the proposed civic event on 12 December 2020. The Events Coordinator explained that the Community Centre would not be available for a Civic lunch on Saturday 12th December as the Community Fair would be taking place on the same day.. Members discussed postponing the visit until an appropriate time in 2021. The Events Coordinator said she understood that this specific weekend was chosen for the visitors to see the Christmas Parade but it would only allow staff to have a short break in the afternoon, working from early in the morning until later in the evening. Cllr. Cole said the visit had to take place within a year otherwise the agreement become invalid. Cllr. Cole added that the German delegation had expressed an interest in dining at the Buckingham Fort or another restaurant in Buckingham.

Proposed by Cllr. Mahi and seconded by Cllr. O'Donoghue that the office, following the Town Council's procurement rules, investigate local restaurants to host the Twinning Association's meal on Saturday 12th December 2020. Town Councillors would pay for their own meals and the price of the visitors' meals to be taken from the Twinning budget.

An amendment was proposed by Cllr. Stuchbury that the office follows the Town Council's procurement rules and ensure three quotations are sought.

Cllr. Gately suggested Lace Hill Sports and Community Centre as an alternative location, though accepted that this didn't solve the issue of excess staff hours. Members stressed that it was important that the chosen venue was fully DDA complaint. The Events Coordinator said the previous event involved 120 attendees and if a similar sized event was expected then it would require an entire restaurant. Cllr. Cole said he anticipated that the Germany delegation would be no more than 6-8 people. Members asked for the Events Coordinator to investigate three local restaurants that could cater for vegan and gluten free diets, to host a civic meal on Saturday 12th December 2020, subject to Town Council procurement requirements.

Cllr. Mahi withdrew his original motion and Cllr. Stuchbury's amendment fell.

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 12-13th December 2020 and investigate all possibilities

for catering a Civic event, without putting any additional load on Town Council staff and in line with Town Council procedures.

A vote was taken and the results were:

In favour: 5

Abstention:1

ACTION EVENTS COORDINATOR

888/19 Best Kept Village Competition 2020

Members noted that this event had been cancelled. The Events Coordinator said the summer hanging baskets and planters would need to be cancelled as watering the baskets would not be an essential service. The Events Coordinator said she would be investigating as to whether the planter and Hanging Basket contracts could be extended by a year.
Cllr. Bloomfield moved next item of business. **AGREED**

889/19 News Releases

None

890/19 Chair's Items

None

891/19 Date of the next meeting: Monday 8th June 2020

Meeting closed at 20.23pm

Signed Date
Chair