

**MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON MONDAY 15<sup>TH</sup>**  
**NOVEMBER 2004 AT 7PM**

**PRESENT**                    Councillors     H. Cadd  
   Mrs. P. Desorgher  
   D. Isham  
   R. Lehmann (Chairman)  
   Ms. H. Saul  
   P. Strain-Clark  
   R. Stuchbury (Mayor)

Also attending: Cllr. H. Mordue

For the Town Clerk    Mrs. K.W.McElligott

**APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Ms. R. Newell and Mrs. P. Stevens.

**53/2004                    DECLARATION OF INTEREST**

There was no declaration of interest for items on the agenda.

**54/2004                    TO RECEIVE THE MINUTES FROM THE LAST MEETING**

Members accepted the minutes of the last meeting held 4<sup>th</sup> October 2004 and ratified on 25<sup>th</sup> October 2004.

**55/2004                    ACTION REPORTS AND UPDATES**

55.1 (33) Christmas Parade

It was reported that trailer-owners were slow in producing their insurance documents; contact with the NFU was suggested, and this would be passed on to Mr. & Mrs. Heywood. Members felt that if this was a Town Council event, the Council should see copies of the insurance; the Clerk to look into the circumstances of the Council's original involvement in the Parade.

**ACTION THE CLERK**

The Mayor asked if he was required to judge the parade: this will be ascertained at the next meeting of the Parade Committee (23<sup>rd</sup> November).

**ACTION CLLR. P. STRAIN-CLARK**

55.2 (35.2) Charter copies – response from schools

Buckingham Primary School has displayed an interest; they had been sent an indemnity form to sign, to cover any damage while the Charter copy was in their possession.

55.3 (17.4) To consider the purchase of translations of the Charters

The County Archivist had quoted £1.10 for a photocopy of the translation of the Mary I Charter and £5.60 for one of the translation of the Charles II Charter. As there was a minimum charge of £5, and sufficient funds in the Charter budget, Members decided to purchase both.

55.4 (36) Community Fair

29 bookings had been received so far.

**56/2004 REPORT ON THE TWINNING VISIT 29-31 OCTOBER 2004**

The Mayor reported that the visit had gone very well, although so much was packed into the weekend it had not been possible to get to know their hosts well. The Business meeting had been very interesting - the French give much more support to their business community - and he had also attended the schools debate conducted in French and German. There had been time for a quick visit to the mediaeval city of Bruges before a formal evening dinner, at which he'd made a speech, and then on the Sunday there had been a Civic lunch to which he and the Town Crier had worn their robes, which had impressed their hosts. The visit had been very well organised, and the children's behaviour a credit to the town.

A reciprocal visit was scheduled for November 2005 for which budget provision should be made.

*Cllr. Mordue arrived*

**57/2004 (35.1) 'WELCOME TO BUCKINGHAM' SIGNS**

Sample signs offered by BCC had been circulated to Members; a larger one (including the words 'Home of the University of Buckingham') for the A roads and a reduced version without those words for minor roads.

Members discussed the wording and whether University of Buckingham or University at Buckingham was correct [*Clerk's note: 'of' is correct*]; when this had been checked the County Council would be asked to obtain quotations. The University would be asked for a contribution to the costs.

**ACTION THE CLERK**

**58/2004 (37) REVIEW OF THE CHARTER FAIR 2004**

The Chairman reported that he had been present at both set-ups and everything had proceeded very smoothly. Only one car had had to be towed away. The meeting held prior to the Fair weekend with the Nichols, the Police and other entities involved had been most useful.

The parking of Fair vehicles on the Cattle Pens side of the High Street was queried, as it restricted traffic flow severely on the Saturday: it was pointed out that these were the necessary generator wagons brought in on the Saturday afternoon. These used to be parked within the Cattle Pens but this was no longer possible because of the bollards.

In future when the disabled groups are contacted they will be asked for a named representative and sent the appropriate number of labels for their clients to wear.

Cllr. Mordue noted that though the Lions would not formally exist as a Club, there would be some sort of organisation which would be able to help with the disabled groups as formerly.

## **59/2004 (38) CHRISTMAS LIGHTS**

### 59.1 Lighting Scheme

The lights had been ordered and the company had collected a spare tree bracket so that their fittings could be custom-made.

### 59.2 Electricity supply

Difficulty was being experienced getting action from Central Networks in the matter of an unmetered supply, necessary to keep the size of the supply pillars minimal.

### 59.3 Lighting-up ceremony and carol service

Arrangements were in hand to provide chairs for the band; these would be borrowed from the Old Gaol, and stored in the Police Office until required on the Sunday.

It was noted that representatives from Mouvaux would be attending the Craft Fair; at least one French carol would be included in the programme. Grenville Combined School had also indicated that they would provide an item.

The sample carol sheet circulated to the Committee had been reduced from A4 to A5: this had been criticised last year as being too small to read in the dim lighting. A new carol sheet would be produced by the Clerk incorporating the French carol(s) and a running order for the programme at A4 size if possible.

**ACTION THE CLERK**

## **60/2004 (40) REVIEW OF THE BONFIRE AND FIREWORKS EVENT**

Cllr. Mordue reported that the event had gone well; the Round Table had sold assorted goods and cleared up the site on the Sunday. About 2500 people are estimated to have attended and the 'bucket' collection raised £723.

A procedure list was in hand for Cllr. Saul and a copy would also be kept in the office Procedure file.

The Chairman thanked Cllr. Mordue for the organisation of this event over the last few years.

### 60.1 Remembrance Day Parade

Cllr. Mordue wished to draw attention to the possibility of the Parade having to be cancelled at the last minute; the British Legion had been advised by the Police that each road closure barrier would have to be manned by a marshal and they had not the manpower not involved in the Parade itself. Cllr. Mordue had fortunately managed to find enough volunteers. Without that help it would have been extremely difficult to get all the barriers in place, and impossible if they had all been left in one area as is usual. He suggested that a purchase of lightweight barriers, that could be folded up and transported by car, could be considered, but it was pointed out that these would not be suitable for the Fair.

The Town Council had run the Parade during a period when there was no local British Legion branch and the suggestion was made that an approach be made to the Legion

offering Town Council help in areas they felt appropriate, especially bearing in mind the age and infirmity of many of their members.

An agreed programme and prior run-through would also be helpful.

*Cllr. Mordue left the meeting*

## **61/2004      MARKETS**

### 61.1 Street Market

Traders had requested the use of the electricity supply to provide lighting and extend the trading day in winter without the use of generators. Members agreed this.

### 61.2 Flea Market

There was nothing to report.

### 61.3 Farmers' Market

A company called Simply Herbs making cosmetics and toiletries prepared from home-grown herbs had asked to attend the Farmers' Market; they were based in St. Neots. Members decided that though the company was well out of the normal catchment area, no similar stall existed on the market and they should be permitted to attend.

### 61.4 To consider the offer from Busy Streets to organise a themed market

Details of the various themed markets organised by this company had been circulated to Members.

It was agreed to enter discussions on the provision of a French Market on a Tuesday when the Farmers' Market wasn't occupying the Cattle Pens.

### 61.5 To consider an article on Buckingham Markets for *District Link*

Members had been circulated with the article and agreed that it should be submitted to the *District Link* for the next issue.

## **62/2004      CRAFT FAIR**

Cllr. P. Strain-Clark reported that this, his last Craft Fair, was healthier than any previous one, with all 22 tables filled (one for the Mouvaux visitors who would be selling French foods) and a waiting list of 35. Their popularity had led to another organiser expressing interest in staging craft fairs in the Community Centre.

The Committee expressed gratitude to Cllr. Strain-Clark for his work in bringing the Craft Fairs from nothing to the success they clearly were.

## **63/2004      (43) DECEMBER NEWSLETTER**

Cllr. Lehmann had circulated a list of suggested topics.

- Cllr. Mordue had agreed to provide an article on the Environment & Property Committee, similar in content to the Events Committee item in the last Newsletter.
- The Mayor would outline why the Council had adopted Fair Trade practices.
- The Town Clerk had been asked to write about Quality Parish Status.
- Cllr. Barnett would be asked for an update on the Community Plan, and

- Mrs. Betts for progress with the Twinning

Other subjects suggested at the meeting were

- The new Councillor
- The Buckingham Centre for the Arts Cinema Project

The print size will be larger than in the previous edition. Copy should be with Cllr. Lehmann by 30<sup>th</sup> November.

**ACTION: AS LISTED ABOVE**

#### **64/2004      TOURING ARTS EXHIBITION**

Members had been circulated with copies of the information on the various initiatives. After discussion, it was felt that the Exhibition was more suited to the villages than the Town, but the senior schools might be interested and copies of the literature would be sent to them.

**ACTION THE CLERK**

#### **65/2004      HANGING BASKETS 2005**

Prices for hanging baskets had been obtained from companies and local nurseries, and quotations for watering.

Members felt that local sourcing was to be preferred, and the costs of leasing a handbarrow watering system be pursued.

The businesses would be circulated for sponsorship of baskets at £35 each as last year.

#### **66/2004      SAVE 2005**

The Buckingham Society had already been approached to schedule their annual litterpick with SAVE month.

AVDC would be asked to put on another Open Day at the Sandpit.

Grendon Prison camera recycling unit would be invited to participate.

A similar cycle event to last year's could be included.

Members would like a battery recycling initiative again, but there could be problems with the need for a Waste Disposal Licence. The Clerk to investigate whether the licence could be waived, as last year, as the public were willing to recycle batteries if means were available.

#### **67/2004      BUCKINGHAM IN BLOOM 2005**

Members agreed to retain the same classes and prize structure - £75 in garden vouchers for the winner, certificates for the second & third – as in 2004; the judging committee to be composed of the Chairman, another member of the Events Committee and a representative from the *Buckingham Advertiser*; and the Business Class to be in the gift of the judges.

The Chairman would liase with Cllr. Newell on Aylesbury Vale in Bloom.

*Cllr. Saul left during the following item*

**68/2004 BUDGET 2005-2006**

Members had received details of the 2004/5 budget and spend to date for information. The following were agreed to take to Precept:

4201 Christmas Lights	£11,000	1001 Street/Flea Market	average
4202 Fireworks	£3800		of last 3 years to be calculated
4203 Community Fair	£175	1002 Market bags	£0
4204 Charter Fair	£0 +	1003 Craft Market income	£0
	£250 traffic order	1004 Farmers Market	£900
4205 Christmas Parade	£2150 +	4224 Refuse	£20,000
	£250 traffic order	4225 Rates	2004/5 total +
4206 Week in the Park	£2500 <sup>1</sup>		% for inflation
4207 Town Guide	£500 <sup>2</sup>	4226 Supervisors	£1100 <sup>4</sup>
4208 Spring Festival	£3000 +	4227 Adverts	£200
	£250 traffic order	4229 Market Sundry	£500
4209 Traffic Order:	£0 <sup>3</sup>	4231 Craft Market exp.	£0
4228 Entertainments	£1500	4602 Farmers Market elect.	£400
4210 Pancake Race	£200	4257 Video Project	£0 <sup>5</sup>
4104 Town in Bloom	£8000	4260 Twinning	£1500 <sup>6</sup>
4107 Pride of Place	£400	4261 Monuments	£0
4113 Best Kept Town	£0	4262 Jubilee	£0
4114 Sustainability	£0	4263 Charters	£0
4115 River Rinse	£150		

Members decided not to buy litterpickers so long as AVDC were willing to lend them as needed.

<sup>1</sup> Week in the Park – Members felt that any underspend on AVDC’s budget should be copied proportionately in the cost to the Town Council; this budget figure could be adapted accordingly when the costs were known.

<sup>2</sup> as per 2004 Precept meeting

<sup>3</sup> Members decided this should be split and calculated with the individual event budgets

<sup>4</sup> Street Market supervisor £800 + equivalent of Flea Market supervisor’s stall charge

<sup>5</sup> Members would like to see results of previous expenditure on this project.

<sup>6</sup> £3000 was suggested – Members voted 4:2 against; £1500 was voted for 4:2

**69/2004 CHAIRMAN’S ITEMS**

There were no Chairman’s items.

Meeting closed at 8.50pm

CHAIRMAN ..... DATE .....