

**MINUTES OF THE BUCKINGHAM TOWN COUNCIL EVENTS COMMITTEE HELD
AT THE COUNCIL CHAMBER ON MONDAY 27 NOVEMBER 2006 AT 7.00PM**

PRESENT	Councillor	H. Cadd	
		P. Collins	(Mayor)
		Mrs. P. Desorgher	
		D. Isham	
		Mrs. R. Newell	
		Mrs. P. Stevens	
		P. Strain-Clark	
		R. Stuchbury	(Chairman)
	Clerk to the meeting	Mr. M. J. Skinner,	Deputy Town Clerk
	In Attendance	Mrs. K. W. McElligott,	Administrative Assistant

APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs. H. Mordue and Mrs. H. Saul.

318/2006 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

There were no declarations of interest from any Members present.

319/2006 THE MINUTES OF THE PREVIOUS MEETING

The minutes of the last Events Committee held on 9th October 2006 and ratified by Full Council on 23rd October 2006 were received. There were no matters arising not listed under Action Reports.

320/2006 ACTION REPORTS AND UPDATES

320.1 (306) Villiers Hotel

Receipt of letter of apology noted; the invitation to attend the Forum had been forwarded to the previous owner, in error.

320.2 (313) AVDC Grants System

It appeared that requests from the Environment & Property Committee were more likely to qualify for a grant under the criteria listed. Cllr. Isham asked for details of the AVDC criteria; these are available in the office. Cllr. Cadd informed the meeting that the award of a grant should be able to show a benefit for the wider public. The AV North Sports Council had also had a substantial cut in its grants. He asked permission to take the issue up in another forum. He felt that perhaps AVDC were not being so generous to Buckingham TC due to money being spent on the Buckingham Circular Walk project. Cllr. Stevens proposed writing to traders to ask if they benefited from events held and if sufficient positive replies were received they could be used as proof of benefit to the town should the Committee apply for another grant for an Event. A questionnaire would be sent to all traders.

ACTION ADMIN. CLERK

320.3 (315) Purchase of Plants

The use of the garden vouchers given by AVDC was discussed. It had been agreed they should be used to introduce some colour into the planters outside the Old Post Office. It was agreed that Cllr Newell would obtain the most suitable plants.

ACTION CLLR. NEWELL

Cllr. Lehmann arrived during the following item.

320.4 (316) Twinning Visit

Unfortunately Cllr. Mordue was not present to provide the meeting with an update of the latest situation. There was some discussion about the budget implications of the next Civic Twinning occasion. April 2007 would be the 5th anniversary of the start of the Twinning. It was pointed out that if it was in the 2007-8 budget and not used it could be held over and used in the following year.

321/2006 (304) TOWN CENTRE SIGNAGE

As Cllr. Newell was not present it was agreed to defer this item to later in the meeting.

Cllr. Newell arrived during the following item

322/2006 (309) REVIEW 2006 CHARTER FAIR

The debrief meeting was still to take place. It was felt there had been no significant problems. The debrief meeting with Marshall Nichols was yet to take place. It was noted that many of the electric cable protectors were both large and black, presenting a considerable trip hazard. Members agreed that this would be discussed at the debrief meeting; Cllrs. Cadd and Stuchbury indicated that they wished to attend this meeting.

ACTION DEPUTY TOWN CLERK

323/2006 (310) REVIEW 2006 BONFIRE & FIREWORKS

The Chairman said he thought Cllr. Mordue, John Jones, and the Cadets had done a good job contributing to an enjoyable and successful evening. The Chairman proposed sending a letter of thanks to the above, which was agreed.

ACTION DEPUTY TOWN CLERK

321/2006 (304) TOWN CENTRE SIGNAGE

Cllr. Newell now having arrived it was agreed to proceed with this item.

The quote totalling £3441 from Broxap had been received. This was considerably higher than expected. The 2006-7 budget was £1500. After some discussion it was felt by Members present that installing the signage as proposed would be of benefit to the town and the expense was justified. The excess on the budget could best be dealt with by arranging for Broxap to send two invoices. One would be paid in the current financial year, the second shortly after the start of the 2007/8 financial year. £1500 would be included in next year's budget. The balance of £441 would be vired from elsewhere within the Events budget.

Proposed by Cllr. Lehmann, seconded by Cllr. Isham, and **AGREED** to place the order with Broxap as per quote, subject to two invoices being sent, one to be paid in each of the current and forthcoming financial years. £1500 would be included in next year's budget. The balance of £441 would be vired from elsewhere within the Events budget.

324/2006 (311) REVIEW CHRISTMAS LIGHTS SWITCH-ON

The switch-on had gone smoothly. In future years the children's choir would be better placed on the steps so they could be seen more easily. There seemed to be a shortage of Carol Sheets – it was agreed to print more next year. Some of the pea-lights were not working. The Chairman undertook to have an explanation by Full Council.

ACTION DEPUTY TOWN CLERK

324.1 Vandalism of lights above Tesco's.

However, it was very disappointing to note that the string of lights running from Tesco's to Subway was not working. This was apparently due to vandalism. There will be expense cost incurred in rectifying the problem. A Member asked, assuming they had been vandalised, whether the Council would be covered by insurance. The office was asked to ensure a proper engineer's report was obtained in the event a claim was made on our insurance policy. As this was an unexpected expense it would be reasonable to transfer the cost from contingency.

ACTION DEPUTY TOWN CLERK

325/2006 (300) UPDATE ON 2006 CHRISTMAS PARADE

There was likely to be a similar number of floats as in previous years. Some had been deterred by problem of obtaining insurance. The office was asked to check that sufficient barriers were available. The parade planning meetings were being held on a Wednesday evening. Any interested Councillor was welcome to attend. Cllr. Lehmann asked why there was a budget overrun showing. This would be investigated by the office and an explanation provided as soon as possible.

ACTION DEPUTY TOWN CLERK

Compliments were made about the Christmas Parade signs placed on the approaches to the town. However, there was some discussion as to why while they mention Connell's Estate Agency no mention is made of the support given by Buckingham Town Council. Cllr. Lehmann asked that this be taken back to the Parade Organisers. The Chairman suggested Cllr Lehman ask this question again at Full Council.

ACTION CLLR. P. STRAIN-CLARK

326/2006 REPORT ON THE COMMUNITY FAIR

Cllr. Lehmann informed the meeting that 26 tables were booked. This was slightly down on last year. As he was unable to be there at the end of the Fair he would be grateful if other Councillors could be there to help with clearing up. The Chairman volunteered himself and Cllr Isham to do so. Cllr. Lehmann also advised that the Marionettes will be performing in the Community Centre during the Fair.

327/2006 (216) UPDATE ON FAIR TRADE

Cllr. Newell briefly updated Members on this. The steering group currently has four members. They are hoping to achieve Fair Trade Town Status by next March. The required number of shops are now selling Fair Trade Goods, but too few cafes and restaurants are selling Fair Trade products. The group's work is now focused on trying to sign up the required number.

328/2006 (274) FUTURE OF PANCAKE RACE

A letter from Rotaract had been received and circulated to members. They had stated they were unable to continue to organise this event.

The Chairman asked the meeting how they felt the Council should proceed with this event. This was explored at some length; the key points that resulted were that a small group of Councillors could run it, that it has a small expenditure limited to purchase of pancakes and Easter Eggs as prizes. This was a tradition the Committee would like to support, possibly in collaboration with other entities. A Press Release would be prepared appealing for organisers for the event.

The Chair suggested and it was agreed that The Council would write to Rotaract thanking them for their efforts.

ACTION DEPUTY TOWN CLERK

329/2006 (312) MARKETS

329.1 Street Market

Cllr. Stevens reported that the Saturday Market was struggling for traders. Traders are retiring, and many were finding it difficult to make a living. Both the Tuesday and Flea Markets were doing well. A Member pointed out that one trader was continually “calling his wares” in contravention of the Council’s rules. Members agreed that, providing there were no complaints, the rule should not be enforced.

The Chairman proposed trying to fill spaces by bringing in other traders. He pointed out that there was space for a charity stall.

Cllr Lehmann queried the rates bill given on the Committee’s budget, feeling the outturn was too low. The Deputy Town Clerk undertook to investigate and provide corrected figures if this were necessary.

ACTION DEPUTY TOWN CLERK

There followed a lengthy discussion concerned with how best to promote the market. The advertisement budget had been set at £1000; of this only £175 had been spent but provision had to be made for an advertisement listing the Christmas market dates. A suggestion was made that vouchers for use in the market be made available to Old Age Pensioners. While this proposal received considerable support it was pointed out that there were some practical difficulties to overcome. It was not known whether the market traders would be willing to operate such a scheme. Instead of a single ten pound voucher it would need to be split into ten one pound vouchers. The question was asked whether Section 137 could be used. The Chairman suggested that he liaise with the office to set up the scheme.

[NB The Town Clerk, who was not at the meeting, has subsequently advised that the Council has no powers to operate a scheme such as that described.]

329.2 Flea Market

Nothing to report.

329.3 Farmers’ Market

A problem had arisen in that four traders had refused to pay on the grounds that the yellow advertising signs had not been put up before the market; two had subsequently paid. The Deputy Clerk stated that, in his view, their complaint was not justified: the Council had in the past offered to put up the signs but this offer had been refused by the traders. The Caretaker had put up the banner promoting the market. The Council’s view is that their contractual liability is limited to providing the space for the traders to operate from.

The problem of non- payment had been addressed by invoicing the non-payers with a covering letter warning that unless their arrears were not cleared before the next market they would not be permitted to trade. The Caretaker would be provided with a list of those traders permitted. Any others will not be permitted to trade, unless payment is made for both the arrears and the December Market.

Cllr. Stevens proposed, seconded by Cllr Isham, that unless payment was made promptly, interest should be added to the sum outstanding; if necessary a claim being made through the Small Claims Court. Members concurred. In addition it was agreed to warn other local markets that these traders had refused to pay.

329.4 French Market

The banner advertising the recent French Market had been removed shortly after display the previous weekend. It had been returned via the Police, having been left at the police station. There had been a significant problem over cars parked within the area subject to road closure, including one driver who insisted on moving his car while the market was in progress, causing considerable inconvenience. The discussion widened to include the problem of cars parked in the Street Market; frustration was expressed at the inability of the Police Control centre at Kidlington to recognise that parking on market days was subject to a by-law and not the responsibility of the AVDC parking wardens. Repeated attempts made by the office and Cllr. Stevens to arrange a meeting with the Rural Inspector had met with no response. It was suggested that the matter be taken up with her superior.

Proposed by Cllr. Isham, seconded by Cllr. Stuchbury, and **AGREED** that the Council use any means available to resolve the problem.

ACTION DEPUTY TOWN CLERK

329.5 Possible future Speciality Markets

Investigations by the office had resulted in contact from an organiser of Continental Markets; details were circulated with the agenda. Subject to not including French food suppliers, it was agreed to explore the possibility of including a general Continental Market in the market programme. References supplied by the firm would be checked.

Proposed by Cllr. Lehmann, seconded by Cllr. Stevens, and **AGREED**.

329.6 Christmas Market Dates

There was to be no Street Market on Boxing Day – Tuesday 26 December, no Flea Markets from 23rd December until 13th January and no Farmers' Market in January.

Mr. Pelling, a flower seller, had requested permission to trade on Sunday 24th December. This was agreed, but it was emphasised that this was not to be regarded as a precedent. The office would write to him advising that he might trade for the usual fee.

ACTION DEPUTY TOWN CLERK

330/2006 YOUTH ARTS PROJECT

The Chairman reported on discussions he had had with the Librarian, the heads of the arts departments at the Royal Latin School and The Buckingham School, and staff at the Junior Schools. In outline the proposal was to create some artwork for the new library. Cllr. Stuchbury has in mind some painted glass panels to be displayed inside the library windows which had recently been vandalised.

The primary schools would contribute art displays for the Children's Library. The Council would be asked to fund the cost of the materials. He agreed to continue to work up the proposal.

Proposed by Cllr Lehmann, seconded by Cllr Isham, and **RECOMMENDED** that a budget of £750 be set aside from the Youth Budget for this project.

331/2006 NEW EVENTS

The Chairman put forward two possible events for the committee's consideration.

331.1 May Day

If approved, this would consist of Maypole Dancing on the grassed area near the church by pupils from Page Hill Combined School. It was hoped other schools might become involved. A road closure order would be required for this, for safety reasons. The proposal received support. The Chairman would continue to work up the proposal in conjunction with the office.

331.2 Teddy Bears Picnic

The Chairman explained that he would like to see another child-orientated event. Children were to be invited to bring a picnic and their Teddy Bears. The Council's role would be to provide a safe place at Church Hill. It might also provide an entertainment, such as Punch and Judy. The office would liaise with the Chairman and approach a local maker of teddy bears to find out if they wished to support the event.

ACTION CHAIRMAN/ DEPUTY TOWN CLERK

Members pointed out that if using this area the Council would need to ensure good maintenance of the grassed area, so that it was mown and in a clean and fit state for the purpose intended. A road closure order would need to be obtained for each event, and the Church approached to avoid a clash of events. An offer would be made to include church occasions such as the Holiday Club and Fete on the Council's Order.

ACTION DEPUTY TOWN CLERK

332/2006 PARK EVENT 2007

The Chairman reported that this had worked well as a fortnight. There was a need to keep all parties involved and a meeting early in the New Year was suggested with Mr. Barham or Mr. Clucas of the AVDC Cultural Team. It was agreed to investigate sources of funding, in particular with AVDC and Buckinghamshire County Council.

ACTION DEPUTY TOWN CLERK

333/2006 NEW SYSTEM OF ROAD CLOSURES

Members noted the AVDC Road Closure Protocol that had been circulated with the agenda. This gave rise to a discussion about the need to amend future Road Closure Orders. It was agreed this was not the place to discuss details. These should be left to event debriefs.

334/2006 BUDGET

The Chairman noted that the budget proposal for 2007/2008 was discussed and agreed at the last meeting (Min. 316).

335/2006 PRESS RELEASES

The Chairman said he would agree any press releases needed with the office.

336/2006 CHAIRMANS ITEMS FOR INFORMATION

There were no Chairman's items.

The meeting closed at 8:50pm.

CHAIRMAN DATE