

**MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON  
MONDAY 24<sup>th</sup> SEPTEMBER 2007 AT 7.00pm**

<b><u>PRESENT</u></b>	Councillor	T. Bloomfield D. Isham A. Mahi H. Mordue (Mayor) R. Newell M. Smith Mrs. P. Stevens R. Stuchbury (Chairman)
	Co-opted member	Mr.M. Foster, Chairman, Buck'm Traders' Assoc <sup>n</sup> .
	Invited Guest	Mr. C. Pollard, BCC Youth Services
	For the Town Clerk	Mrs. K. McElligott
	In attendance	Miss L. Fahey, Deputy Town Clerk

**APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors H. Cadd, Mrs. P. Desorgher and P. Hirons.

**441/2007 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda

**442/2007 TO RECEIVE THE MINUTES OF THE LAST MEETING**

Members accepted the minutes of the last meeting held on 6<sup>th</sup> August 2007, which were ratified at the Council meeting held on 20<sup>th</sup> August 2007.

*Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** to take item 5 next.  
Proposed by Cllr. Stevens, seconded by Cllr. Bloomfield, and **AGREED** to suspend Standing Orders to allow Mr. Pollard to address the meeting.*

**443/2007 YOUTH SERVICES IN BUCKINGHAM**

Mr. Pollard stated that the Youth Centre in London Road was now running well and in use most days of the week. The Youth and Community Group ran clubs on Mondays for younger children and on Thursdays for older children. They were developing sports activities, particularly basketball, with the help of coaching from AVDC's Leisure staff. The Clearly Speaking Club for young people with disabilities would be taking over the adjacent old caretaker's house on a peppercorn lease from mid-October.

There was also to be a detached team running clubs in the villages, using Parish Halls – starting with Steeple Claydon, but extending to other villages in the north of the country over the next 12 months. In addition to the existing fire service bus,

there would be a smaller bus with IT and music facilities which could visit the smaller villages.

This summer there had been a Youth Camp at Green Park; 12 youngsters from Buckingham had attended, about half from the Youth Club and half from Clearly Speaking. It had been challenging but a success, and would be repeated.

Mr. Whatmore, the Youth Centre supervisor, had been working on various projects within the town – a possible site for a BMX track, an after-school music club – and was hoping to form a Youth Council for Buckingham to involve the youngsters in decision-making and would look to liaise with the Town Council over this.

The Mayor mentioned the attractive garden he had seen on a recent visit.

Members discussed the Youth Council, noting this had been tried before; it was suggested that Mr. Pollard contact AVDC Chief Executive's office to link into the Partnership, possibly attending the proposed combined Forum/Annual Town Meeting next March.

A list of Town Council events would be sent to Mr. Pollard with a view to BCC participation; similarly any he would suggest ways the Council could promote BCC events or campaigns.

The grant received by the Centre was based on a formula; it had remained static, which some Councillors saw as effectively a cut, but Mr. Pollard felt was reasonable. Many of the services for young people go for commissioning next year, with unknown consequences. Members would regret any diminution of services and would discuss later in the meeting what help the Council could offer.

Mr. Pollard was thanked for attending and left the meeting.

**ACTION THE CLERK**

*Proposed by Cllr. Stuchbury, seconded by Cllr. Stevens, and **AGREED** to reinstate Standing Orders.*

## **444/2007 ACTION REPORTS AND UPDATES**

### 444.1 (425.1) Pancake Day

Mr. Foster reported that organisation was in hand, although a limited number of traders would be available on a Tuesday afternoon. Rotaract would assist. He would report to the next meeting.

### 444.2 (425.3) Coach Parking

Councillors and the Town Clerk would meet with representatives of AVDC, BCC and Buckingham Athletic on Friday 28<sup>th</sup> September.

### 444.3 (425.4) Signposts

Cllr. Mills had been asked to investigate progress, but had not yet reported back. Members were advised that AVDC required a licence agreement for the site by the Old Gaol, although this was felt to be unjust as AVDC via the Partnership had asked the Town Council to install the posts. A letter of protest would be sent to the Chief Executive; the Committee Clerk would also check with the new owners of Cornwall Place that the Willowlake permission held.

**ACTION THE CLERK**

Proposed by Cllr. Stuchbury, seconded by Cllr. Newell, and **AGREED** that – as the signposts were an asset to trading in the town – the licence should be funded from Market budget 302/4227.

*As the Mayor had another meeting to attend, he asked, and Members agreed, that item 8 be taken next.*

## **445/2007 BONFIRE & FIREWORKS**

### 445.1 November 3<sup>rd</sup>

Cllr. Mordue reported that he had copied Cllr. Mahi with the correspondence; St. John Ambulance First Aid cover was arranged; the Air and Army Cadets booked. The Girl Guides would do the barbecue; hot soup had been suggested but so far only Brian Stocker could do this, but he had no hygiene certificate. Cllr. Newell said she had. Arrangements should be made to collect for the charities at the entrances to the area as well as from the crowd.

*Cllr. Mordue left the meeting.*

Cllrs. Smith and Isham offered to work with Cllr. Mahi on the Saturday in the park; the Mayor would be in the town centre with the guy competition. The Friends of Railway Walk would be having a work party that day and pruned and cleared wood would be available for collection from the walk during the afternoon. The office would co-ordinate an appeal for other wood donations, and publicity and posters.

**ACTION THE CLERK**

### 445.2 Cattle Pen lights

Cllr. Mordue had also obtained a quotation for the replacement bulbs in the Cattle Pen uplighters. The Clerk reminded Members that these were AVDC lights in AVDC land; AVDC would be contacted with the information and asked if they wished the work to be done and invoiced to them. Members felt that for the good of the community the lights should be in working order as soon as possible.

Proposed by Cllr. Isham, seconded by Cllr. Bloomfield, and **AGREED** that if required the cost should be met from the Christmas Lights budget 301/4201.

**ACTION THE CLERK**

*Agenda order was reverted to.*

### 444.4 (425.5) Holocaust Memorial Day

Cllr. Newell had nothing to report.

### 444.5 (423.6) BTCV/Environment Month

A letter explaining the staffing problems at BTCV had been circulated with the agenda. For the time being Buckingham will have part-time cover, supporting the Friends groups, but will not have the extended organisation of events as in 2006.

### 444.6 (423.7) Remembrance Day 'lollipop' closure

Accredited approved traffic management companies can provide this service, with the agreement of the police. This would not be suitable (or necessary) for this year's parade; the Clerk would investigate the likely cost with a view to using this type of rolling closure for next year.

An appeal for marshals in the form of a letter would be emailed to the Advertiser, previous press releases having been ignored.

**ACTION THE CLERK**

#### 444.7 (426) Hanging Baskets

Amethyst have agreed the offer of £1000.

Cllr. Bloomfield reported that Mr. Archdeacon, who had provided holiday cover for Mr. Jones, thought that there might be a blockage in the bowser pipework, as the motor ran well but only a trickle of water emerged. He offered to obtain a quotation for the servicing of the bowser for the next meeting and the cost of a replacement.

**ACTION CLLR. BLOOMFIELD**

#### 444.8 (427) Buckingham in Bloom – presentation to winners

This would take place before the Full Council meeting on October 8<sup>th</sup>, in the Council Chamber at 6.30pm.

#### 444.9 (428) Thames & Chiltern in Bloom result

Buckingham had won the Silver Award in the Town Category, losing to Henley; Amersham and Marlow had also won Silver. Full details of the judging of individual areas in the town had been circulated with the agenda.

The competition entry requires considerable work (carried out this year by Cllr. Newell) and the Chairman suggested that it should be considered at the next meeting whether the competition was worth the effort and the expected entry fee.

**NOVEMBER AGENDA**

### **446/2007 YOUTH BUDGET**

The current project for the Library windows was delayed due to staff changes at the schools, but the Chairman was in contact with the art teachers and would see the project did not fold.

Members agreed that any project – such as a proposed BMX track on the Heartland – needed the support of the young people to make it viable. Their views should be canvassed before commitment to a project was made.

### **447/2007 CHARTER FAIR**

The Chairman reported on the meeting held earlier that day with Mr. Nichols and representatives from the Police and BCC; AVDC Parking Services had been unable to attend. Concerns arising from the 2006 Fair had been resolved. The police would not have a presence in the town during setting-up, but would be on call if required.

Cllr. Stuchbury had agreed to be at the Town Hall end, with Mr. Dudley from BCC, to ensure the dodgems were set up correctly, with Cllr. Bloomfield. Cllr. Cadd would be at the Old Gaol barrier, to allow the Royal Mail vehicles through as required, and redirect other traffic via the diversion routes, aided by Cllr. Smith. Councillors would meet in the Chamber on the 12<sup>th</sup> October at 9.30am to collect hi-vis waistcoats and a bundle of town maps to give away as required. Both caretakers, and the Town Clerk and Deputy Town Clerk would also be in the town during the morning.

Mr. Nichols had been advised of the need to include refuse collection in his renewed contract; there would be a meeting on the 18<sup>th</sup> October to discuss and agree this. The current quotation for refuse clearance was £995 + VAT per Fair.

The Mayor would open the Fair at 1pm on the 13<sup>th</sup>; all Councillors were invited. The usual invitation would be extended to the disabled for the first hour of free rides.

## **448/2007 CHRISTMAS LIGHTS AND CAROLS**

See also 445.2 above.

### **448.1 (347) To receive the quote for additional feeder pillars**

Quotations for the installation of feeder pillars in Bridge Street, Castle Street and West Street had been circulated with the agenda.

Members unanimously decided to proceed with the installation in Bridge Street.

**ACTION THE CLERK**

### **448.2 To discuss details of the ceremony & carols**

Winslow Band had been booked; the primary schools would be contacted with a view to their contributing vocal and/or instrumental items. Other details would be for the Mayor's decision.

(In the absence of the Mayor) Members discussed whether a collection should be made for his charities at the event, as the public seemed to expect.

Proposed by Cllr. Isham, seconded by Cllr. Stevens, and **RECOMMENDED** that a collection be made for the Mayor's Charities at the Christmas Lights switch-on.

## **449/2007 CHRISTMAS PARADE**

Members agreed to invite Mr. & Mrs. Heywood to the next meeting.

**ACTION THE CLERK**

Another Councillor would be required for liaison due to pressure of other commitments on the Mayor and the Chairman.

## **450/2007 COMMUNITY FAIR**

Cllr. Bloomfield reported that the CAB would do refreshments and the Wine Circle mulled wine. The Marionettes were booked. Posters would be put up after the 26<sup>th</sup> November, and flyers prepared to hand out during the Parade. He estimated the hall could accommodate 34 tables. Letters would go out in October. Mr. Lehmann had been contacted for further information.

## **451/2007 NEW TOWN MAP**

A collection of photographs illustrating the town, events and markets was displayed on the computer screen in the Chamber; Members selected those they felt suitable, and one of Mr. Webster's 6 photographs of the Old Gaol for the cover. One of the River Rinse would be added to the list.

Cllr. Smith would liaise with the Clerk over changes to the text.

**ACTION CLLR. SMITH/THE CLERK**

#### 452/2007 DATES FOR 2008 EVENTS

Members agreed to follow the same pattern of dates, and to include the middle and last Sunday of the Festival Fortnight in the Road Closure Order for both the Bull Ring and Cattle Pens. 2008 dates are thus:

Pancake Race	Tuesday, February 5 <sup>th</sup>
May Day	Thursday, May 1 <sup>st</sup> (to be confirmed with the Church)
Music in the Market	Sunday, May 25 <sup>th</sup>
Continental Market	
Teddy Bears Picnic	Saturday, June 21 <sup>st</sup> (to be confirmed with the Church)
Midsummer event	
Band Jam	Sunday, August 24 <sup>th</sup>
Continental Market	
River Rinse	Sunday, September 14 <sup>th</sup>
Charter Fair	Saturdays October 18 <sup>th</sup> & 25 <sup>th</sup>
Bonfire & fireworks	Saturday, November 1 <sup>st</sup>
Remembrance Day	Sunday, November 9 <sup>th</sup>
Christmas Lights	Saturday, November 29 <sup>th</sup>
Continental Market	
Christmas Parade	Saturday, December 13 <sup>th</sup>

#### 453/2007 FUNDING FOR THE BUCKINGHAM SUMMER FESTIVAL

The Summer Festival had not received the expected grant to cover the work with local children on *Peter and the Wolf* and was consequently well over budget on this year's event. They had also hoped to have a starter balance for next year's event. AVDC had offered an additional £500 towards the over-run.

Members felt that the event should be supported and **AGREED** that the Chairman and Clerk should select an appropriate budget and vire £750 into the Festival Fortnight (301/4206) for the Summer Festival.

**ACTION CHAIRMAN/DEPUTY TOWN CLERK**

#### 454/2007 (432) CIVIC TWINNING FUNCTION

The Twinning Association had written to say that Sunday lunchtime would be the most convenient for the Civic events; the Chairman was happy to organise quotes for a lunch, and suggested a precept request for a budget of £2000. Members agreed. The Community Centre would be booked and paid for from this year's budget (303/4260).

**ACTION CHAIRMAN/CLERK**

#### 455/2007 (434) REVIEW OF FAIR TRADE TOWN LAUNCH (SEPTEMBER 15<sup>TH</sup>)

Cllr. Newell reported that the event had gone very well, with good attendance. She thanked the office for organising, and the Committee for paying for, the band.

The Chairman expressed the Committee's thanks to Cllr. Newell for bringing Fair Trade to the Council's attention and all the work involved in achieving Fair Trade town status.

#### **456/2007 (431) REVIEW OF RIVER RINSE (SEPTEMBER 16<sup>TH</sup>)**

Cllr. Newell reported that there had been a good turn-out especially of Councillors for this event. The section of river cleared (Stratford Fields to Cornwall's Meadow) had not been done before and the items retrieved more than filled the skip.

The following points were noted for next year:

- the quad bike shuttle was useful but people needed to be stationed at each end of the run to load and unload
- a squad should be organised to sort recyclables

She expressed her thanks to all the Councillors and volunteers who had helped.

The Chairman regretted that the newspaper had not credited Cllr. Newell with the organisation of the event, though the coverage was satisfying.

#### **457/2007 (429) REVIEW OF CIRCULAR WALK LAUNCH (SEPTEMBER 22<sup>ND</sup>)**

Cllr. Smith reported that the event had been a resounding success; approximately 120 people had completed the walk.

A letter of thanks would be sent to the Community Plan group for their efforts in getting the walk completed on time.

**ACTION THE CLERK**

#### **458/2007 (425.8) REVIEW OF BAND JAM EVENT (AUGUST 26<sup>TH</sup>)**

The Chairman reported that the performance had been very successful and for most of the day the considerable audience had given no trouble. Late in the evening there had been litter left about and only the Chairman available from the Council to clear it up. Due to unforeseen family commitments he had been unable to transport the rubbish bags to the tip, and skip disposal had had to be arranged. He suggested that the budget be increased to accommodate rubbish clearance.

Proposed by Cllr. Stuchbury, seconded by Cllr. Bloomfield, and **AGREED** that the skip be paid for from 302/4227.

A letter of thanks would be sent to Band Jam, with the suggestion that they organise rubbish collection for payment themselves next year.

The Clerk would also find out from Lift and Shift how much they would charge to clear the Bull Ring/Market Hill area for this event.

**ACTION THE CLERK**

#### **459/2007 (433) PLASTIC BAG-FREE TOWN**

Cllr. Newell had nothing new to report.

#### **460/2007 2012 EVENT FUND**

The Chairman felt that a fund should be built up to provide some event or project to mark the London Olympic year.

Members agreed in principle to ask for an annual budget of £5000 per annum.

## **461/2007 SUMMER SOLSTICE/LONGEST DAY EVENT**

The 21<sup>st</sup> June would be included in the Road Closure list for both Church Hill and the town centre. The Clerk pointed out that this date was pencilled in for the Teddy Bears Picnic. Members considered incorporating this in a family day, with a fete and barbecue to follow

## **462/2007 MARKETS**

Cllr. Stevens reported as follows:

### 462.1 Street Market

It was possible that the supervisor might be moving to another area. Nothing was finally decided. New traders had been recruited for the Saturday market.

### 462.2 Flea Market

The market was flourishing, as was normal in the summer.

The Clerk reported:

### 462.3 Farmers' Market

The market averaged 12 stalls each month; the game trader should attend in October, but the plant stalls would probably stop coming after the next market.

### 462.4 Continental Market (26<sup>th</sup> August)

The organiser had rather few stalls for the space; efforts would be made to book a larger market for the three dates in 2008. Members approved a suggestion that one be a Polish market.

## **463/2007 BUDGET**

Members had been provided with a table showing this year's budgets projected forward to 2012/13 with an addition of 5% each year. Members agreed the projected amounts. The Teddy Bears Picnic and May Day event, which this year had been paid out of the Entertainment budget, and the Solstice event and 2012 fund would be added as separate budget heads.

## **464/2007 PRESS RELEASES**

### 464.1 Parade Marshals

An appeal for parade marshals to man the barriers for road closures in the form of a letter from the Chairman would be sent, previous attempts to get an article having failed.

### 464.2 River Rinse

A letter thanking the public for their help would be sent as if from Cllr. Newell and the Chairman.



**465/2007 CHAIRMAN'S ITEMS**

(430) Supply of PA system for events

The chosen contractor (B) had been informed that he would not be covered by the Council's insurance policy, and had investigated his own cover costs.

Members agreed that if his tender + insurance was still less than the alternative tenders he would retain the contract.

*[ Clerk's note: the totals for three events would then become*

*A: £1770*

*B: £490*

*C: £755*

*so the selected contractor retains the contract].*

Meeting closed at 9.30 pm.

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