

17 February 2009

Dear Member

You are hereby summoned to attend a meeting of the Events Committee which will be held in Room MB1, University of Buckingham, Hunter Street, Buckingham, on Monday 23rd February 2009 at 7pm.

The public are invited to attend

Signed: Mr. C. P. Wayman
Deputy Town Clerk

There will be a public session of no more than 15 minutes held at the start of the meeting.

AGENDA

1. To receive apologies for absence
2. Declaration of interest for items on the agenda
3. To receive the minutes of the meeting held on 12th January 2009, ratified on 2nd February 2009
4. To receive Action reports and updates
5. (659) To receive an update on the Youth Drama event, 13th March 2009
6. To discuss and agree the Youth Project for 2009-2010
7. (671.4) To receive a report on the Buckingham Bag launch – Cllr. Newell
8. To receive BCC's new requirements for Road Closures, and decide on attendance on the appropriate course at a cost of £95.40 +VAT
9. (643) To agree to pay £23 to change the designated holder of the Chandos Park Alcohol Licence plus £37 for a 10-year personal licence for Mr. Davey
10. To agree to invite Mr. & Mrs Watkins, Buckingham Acoustic Club, to the 14th April meeting re the Music in the Market
11. (661) To receive a report on the Civic Twinning Gift – Cllrs. Mordue & Stuchbury
12. (667i) To discuss and agree the quotations for planters and hanging baskets, and agree the specifications for plants, colours, etc.
13. (667) To agree the other quotations received as per Action List numbering:
 - (iii) Bucklands
 - (iv) Mews
 - (vi) Shaun Winter Marionettes
14. To note the dates and room hire costs of the Festival Fortnight Meetings
15. To receive an offer from Local Authority Publishing, to produce a Town Guide free of charge in alternate years to the Town Map
16. To review the spending on 2008-9 Budget, and 2009-2010 amounts awarded at Precept
17. (657) To receive a report on the meeting arranged re retailing in the town
18. To receive information from AVDC on their Arts Development Action Plan 2009 - 2010
19. Markets: to receive a report from the Market Subgroup
 - 19.1 To agree a request for the use of the Charity stall on 9th May from the Friends of Buckingham Primary School
 - 19.2 To receive a request from Mr. Roger Proctor, Tuesday & Saturday market flower trader, to stand on Mothers Day Sunday 22nd March and Christmas Eve, Thursday 24th December
 - 19.3 To receive a request for the Charity stall on 19th December 2009 from the Old Gaol Museum
20. To discuss and agree the Committee's title, remit and Terms of Reference.
21. Press Releases
22. Chairman's Items for information

Members are reminded that they must declare a prejudicial or personal interest as soon as it becomes apparent in the course of the meeting.

To:

Cllr. T. Bloomfield

Cllr. H. Cadd

Cllr. P. Desorgher

Cllr. P. Hiron

Cllr. D. Isham

Cllr. A. Mahi

Cllr. H. Mordue (Mayor)

Cllr. R. Newell

Cllr. M. Smith

Cllr. P. Stevens

Cllr. R. Stuchbury (Chairman)

Mr. M. Foster (Buckingham Traders' Association)

Events - Action list (Clerk = Committee Clerk unless Town Clerk specifically noted)

Minute	Subject	Action to be taken		Response/ Agenda no.
		Date	Action	
565.7	Coach Parking	6/10/08 29/12/08	Write to Total requesting use of land Reminder sent Reply	Done 14/1 & 17/2/09
584.1	Youth Art Project	6/10/08	Clerk to write to Cllr. Polhill – request for support	Email 10/2/09 - no support
598	Letter re events		Mayor to respond as minuted	
602.3	Buckingham in Bloom		Mayor to arrange presentation and press coverage	
610	Freedom Parade		Cllr. Mahi to investigate costs for manuscript	
611	2009 Events	Done	Clerk to circulate list, put on website, and advise Town Crier/Jester	Crier & Jester OK.
612	Town Map	6/10/08 30/1/09	Clerk to write to LAP Prompt sent	New map OK
614	Additional planting	6/10/08 30/1/09	Clerk to write to AVDC for permission to use North End verge Prompt sent	Passed to VAHT 9/2/09
617	Continental markets	3/10/08 – enquiry 29/12/08 17/2/09	Clerk to book for 2009 Reminder sent Other organisers contacted	9/1 Brunomarts cannot do any
618	River rinse		Cllr. Newell to provide receipts for reimbursement	
635 659	Youth Drama Project	16/2/09	Cllrs. Smith, Stuchbury to arrange meeting with schools; Invitations to CCllrs/DCllrs/Mayor/MP Chairmen/Leader/Cabinet Members AVDC & BCC	
636	Buckingham Bag Project		Cllrs. Smith/Newell to advise of launch date	Launched 14/2/09
637	River Rinse	30/1/09	Letters to BCC, EA re old bridge	BCC:9/2/09
639	Bonfire & Fireworks	tba	Arrange meeting in New Year for 2009 event	
658	Waitrose sponsorship	30/1/09	Write to local manager	
643	Chandos Park Alcohol Licence		Letter to AVDC Licensing	Agenda 9
645	Website Film		Cllr. Try to speak to Mr. Stotesbury	Done – unsuitable for

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				purpose
648.1	Town centre signs		Cllr. Whyte to supply details of suggested signs	
648.2	Fingerposts	21/11/08 30/1/09	Check with AVDC re shrub bed Check with Fair re other site	23/12/08 11/2/09
649, 661	Twinning Gift		Mayor to investigate Old Gaol crystal Chairman to investigate handmade jug	Agenda 11
653.2	Pancake Race		Clerk to supply Cllr. Bloomfield with info.	Done; to be postponed to later in year for 2010 event
657	Woolworths	In hand	Respond to all correspondents Organise meeting	
660	Extended Services	30/1/09	N Brennan to set up meeting	
662	Christmas Lights & Carols	30/1/09 30/1/09 (phone)	Note to file – invite all 3 clerics Contact AVDC re leaning tree Remind Eon re quote Contact WGS to advise of delay re pealights	9/2/09
666	Bonfire & Fireworks		Arrange payment to cadets Contact PSL (& other events)	21/1/09
667	Quotations	30/1/09	i) hanging baskets and planters (summer and winter) (& obtain permission from BCC to hang baskets on lamp posts) ii) bin or skip provision/ litter clearance after the May and August music festivals iii) skips for the River Rinses iv) removal of road signs etc for the Charter Fair v) post-Fair litter clearance vi) entertainment for the Teddy Bears Picnic & Community Fair vii) Sealed Knot appearance at the Bonfire and Firework Display viii) provision of signs for Freedom Parade, Charter Fair and Christmas Parade ix) provision of barriers for Charter Fair and Bonfire x) town centre signage (details to be sought from Cllr. Whyte as above)	Agenda 12 11/2/09 17/2 (verbal) AVDC: skip provision foc 3/2/09 ag.13 4/2/09 ag.13 10/2/09 ag.13 Email 16/2:OK
668	Meetings	6/2/09	i) the Charter Fair ii) the Christmas Parade iii) Festival Fortnight iv) Remembrance Parade	25/2/09

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669	Advice of budget	After precept	All event colleagues	
670	Precept request	13/1/09	Advise Dep. Town Clerk	done
671	Farmers Market	February market	Advise traders January rents waived	Done

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