

MINUTES OF THE EVENTS COMMITTEE MEETING HELD AT THE UNIVERSITY OF BUCKINGHAM, HUNTER STREET, ON MONDAY 23RD FEBRUARY 2009 AT 7pm

PRESENT Councillor H. Cadd
Mrs. P. Desorgher
D. Isham
A. Mahi
H. Mordue
R. Newell
M. Smith
Mrs. P. Stevens
R. Stuchbury (Chairman)

For the Town Clerk Mrs. K. McElligott

Also attending Ms. P. Lightfoot, Buckingham Traders' Association

APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors T. Bloomfield and P. Hiron.

674/2009 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

There were no declarations of interest for items on the agenda.

675/2009 TO RECEIVE THE MINUTES OF THE LAST MEETING

Members accepted the minutes of the last meeting held on 12th January 2009, which were ratified at the Council meeting held on 2nd February 2009.

Members agreed to suspend Standing Orders so that Ms. Lightfoot could address the meeting, and move item 15 on the agenda to be taken next.

676/2009 TO RECEIVE AN OFFER FROM LOCAL AUTHORITY PUBLISHING, TO PRODUCE A TOWN GUIDE FREE OF CHARGE IN ALTERNATE YEARS TO THE TOWN MAP

Ms. Lightfoot explained that the Traders' Association had been discussing the production of a really comprehensive map for visitors, to encourage them to visit shops in streets fringing the town centre which they might not be aware existed. The success of the Buckingham Bag had pointed up the fact that, when the town centre businesses had run out of bags, many people did not know where the other shops were.

The Association had already made a list of shops and businesses in the town. Copies of the map would be displayed at several places in the town – the car park, the Old Town Hall, outside the Gaol – and they were also thinking of a brochure with some description of the town and its history incorporating the map with the

shops and business marked. Other means of promoting the town like a website and loyalty cards had also been considered.

Following the meeting at lunchtime that day (Min. 689) she had looked at the existing town map and the last Town Guide booklet (c1980) and it might be possible to work together on the one brochure.

Standing Orders were reinstated.

Copies of sample guides provided by the publisher were circulated round the table. Members were pleased to note that the advertising all seemed to be appropriate to the town featured.

It was pointed out that the website buckinghamuk.info listed shops and businesses. The maps and brochure would need to be kept up to date. Biennial publication would aid this. Cllr. Stevens noted that Bath TIC had a large map with pockets round containing literature on the shops featured, which could be readily changed with change of occupier.

Proposed by Cllr. Smith, seconded by Cllr. Isham, and **AGREED** that the proposal be explored further and the Traders' Association map supported.

Members also agreed that if Mr. Foster was unable to attend regularly the co-option be changed to "a member of the Buckingham Traders' Association".

APRIL AGENDA

For the convenience of the Mayor who had another engagement items 14 and 11 on the agenda were taken next.

677/2009 TO NOTE THE DATES AND ROOM HIRE COSTS OF THE FESTIVAL FORTNIGHT MEETINGS

Cllr. Stuchbury reported that AVDC funding was £1000 less than last year's, leaving £4000, and proposed viring funds from another budget to fill the deficit. 301/4078 Barriers was suggested. Members discussed whether putting more BTC funds in would encourage AVDC to reduce their contribution further next year, but agreed that the event, particularly the Family Day, would suffer this year if the funding gap were not to be filled.

Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **AGREED** to move £1575 from 301/4078 to 301/4206.

678/2009 (661) TO RECEIVE A REPORT ON THE CIVIC TWINNING GIFT

Cllr. Mordue had sourced a suitable gift at the Old Gaol shop.

Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** that the Mayor purchase the gift selected. (303/4260)

679/2009 TO RECEIVE ACTION REPORTS AND UPDATES

678.1 (565.7) Coach Parking

Total UK were happy to allow coach parking providing the planning condition re HGV-only parking was varied, in writing, by AVDC. The Clerk had contacted AVDC Planning North, who were looking into this.

678.2 (657) Closure of Woolworths

Members were informed that the Traders' Association was meeting with the MP and landlords on Friday 27th to discuss, amongst other things, the parking situation and how it affected trade. The meeting earlier in the day had also suggested using empty shops as advertising space, to enhance the look of the town centre. It was suggested that AVDC be provided with a draft letter to send to landlords on the Business Rates database with the various suggestions.

ACTION THE CLERK

680/2009 (659) TO RECEIVE AN UPDATE ON THE YOUTH DRAMA EVENT, 13TH MARCH 2009

Cllr. Stuchbury reported that Well Street Church was providing the lighting for the event, free of charge; the Licence for refreshments had been applied for; the Advertiser would help with the promotion; BCQ were co-operating with the schools over the programme, and the intention was to ask for donations rather than make a charge for tickets or programmes so that people could pay what they wished or could afford. This money would then be divided between the schools for use in their next drama project. Cllrs. Bloomfield Newell and Smith would be available on the nights, but any other help would be welcome.

The project might be repeated next year, with the students writing their own play.

681/2009 TO DISCUSS AND AGREE THE YOUTH PROJECT FOR 2009-2010

Cllr. Stuchbury reported that the Art teacher who had been involved with the Library window project had suggested the next project might be sculpture.

He also suggested the planting of fruit trees at different places in the town. Members discussed suitable sites, suggesting primary school gardens which would give the children 'ownership' of the tree, and in due time, fruit to eat. Other places noted were beside Berties' Walk, the ground between Maids Moreton Avenue/Woodland Crescent/Orchard Dene/Addington Road and Holloway Spinney.

ACTION CHAIRMAN/VICE CHAIRMAN

Proposed by Cllr. Stuchbury, seconded by Cllr. Cadd, and **AGREED** to commit £500 from 301/4094 for the art project.

Proposed by Cllr. Smith, seconded by Cllr. Mahi, and **AGREED** to contact youth organisations to ask for suggestions for a youth project the Committee could support, and schools to ask if they would support a fruit tree planting project and to set aside £500 from 301/4094 for this project.

The remaining 4094 budget would be rolled over.

682/2009 (671.4) TO RECEIVE A REPORT ON THE BUCKINGHAM BAG LAUNCH

Cllr. Newell reported that the launch had been on Saturday 14th February in the market; 129 vouchers from the Advertiser had been exchanged on the day. Bags may now be exchanged at 10 shops in the town, and the sponsors all received free bags. Cornstarch (biodegradable) bags were also given to traders and market traders. She expressed thanks to all the sponsors. The traders would now carry the project onward, ordering bags for themselves.

Cllr. Smith indicated that the Bag Group would be meeting to consider what other projects might be carried out.

Members discussed the supply of plastic bags for dog owners' use; these bags also went to landfill. Biodegradable bags were apparently available in Winslow; the Clerk would investigate with a view to making this information available.

ACTION THE CLERK

683/2009 TO RECEIVE BCC'S NEW REQUIREMENTS FOR ROAD CLOSURES, AND DECIDE ON ATTENDANCE ON THE APPROPRIATE COURSE AT A COST OF £95.40 +VAT

Members agreed that there was no choice but to have a member of staff or a Councillor attend the course. It was left to the new Town Clerk to decide which would be best.

It was **AGREED** to vire the cost of the course from 301/4232 Barriers to 301/4229 Sundry Expenditure.

684/2009 (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

Members **AGREED** to vire £60 from 301/4202 Fireworks to 301/4229 Sundry Expenditure to cover the costs.

685/2009 TO AGREE TO INVITE MR. & MRS WATKINS, BUCKINGHAM ACOUSTIC CLUB, TO THE 14TH APRIL MEETING RE THE MUSIC IN THE MARKET

AGREED.

ACTION THE CLERK

686/2009 (667I) TO DISCUSS AND AGREE THE QUOTATIONS FOR PLANTERS AND HANGING BASKETS, AND AGREE THE SPECIFICATIONS FOR PLANTS, COLOURS, ETC.

Plantscape had offered winter planters for the White Hart island at the same price as the summer planters – Members agreed.

Members also agreed to have 8 planters as last year, summer and winter for the Bull Ring and bus station from Darthuizer UK Ltd.; the colour chosen for the geranium towers was red. The damaged planter could be replaced for the price of carriage, £55. Members asked if this was covered by insurance. The Clerk would look into it.

The planter orders would be placed.

ACTION THE CLERK

The quotation for hanging baskets from North End Nurseries was accepted; they had recommended that 14" baskets retained more water than 12". (All the lamppost brackets will take 14" baskets, many of the brackets attached to buildings are too short). The maintenance staff would be asked to check the length and safety of all brackets, and businesses with shorter brackets given the opportunity to change them. Members discussed colour schemes; the Clerk would ask Mr. Pelling in the Tuesday market for his advice on what colours had been affected by the recent cold weather. Choices lay between red/white/blue and red/yellow.

[Clerk's note: red/orange/yellow was recommended by Mr. Pelling]

687/2009 (667) TO AGREE THE OTHER QUOTATIONS RECEIVED AS PER ACTION

LIST NUMBERING:

(iii) Bucklands

(iv) Mews

(vi) Shaun Winter Marionettes

AGREED. The Clerk would place the orders.

ACTION THE CLERK

688/2009 TO REVIEW THE SPENDING ON 2008-9 BUDGET, AND 2009-2010 AMOUNTS AWARDED AT PRECEPT

Members agreed to carry 301/4201 over until Eon had sent their quote for the Bridge Street feeder pillar. It could then be seen if there was remaining budget for additional pealights.

Additional budget for the 25th Christmas Parade had been refused at Precept:

Proposed by Cllr. Cadd, seconded by Cllr. Isham, and **AGREED** that £500 be carried forward from 301/4228 Entertainments to 301/4205 Christmas Parade.

It was agreed at Precept & ratified by Council on 2nd February (Min. 3240.5) that £1000 from market revenues be allocated for provision of entertainment in the market:

Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **AGREED** that £1000 be moved from 302/1001 into 301/4228 Entertainment.

Members also **AGREED** that any budget remainders be transferred into 301/4201 Christmas Lights in case the new feeder pillar was operational for Christmas 2009.

689/2009 (657) TO RECEIVE A REPORT ON THE MEETING ARRANGED RE RETAILING IN THE TOWN

The notes of the meeting held at 1pm on 23rd February 2009 were circulated at the meeting.

Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **AGREED** that the room hire fee of £35 would be vired from 301/4216 May Day.

Cllr. Smith expressed his disappointment that payment was demanded. Members concurred, pointing out that the room used was in a BCC-owned building, for a meeting with officers of other Councils fulfilling their remit.

689.1 Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **RECOMMENDED** that the Finance & Administration Committee makes a decision on how rooms for ad hoc meetings be paid for.

689.2 Proposed by Cllr. Stuchbury, seconded by Cllr. Stevens, and **RECOMMENDED** that the Finance & Administration Committee seeks co-operation with the other Councils on joint funding of room hire for meetings involving their officers or Councillors.

689.3 Proposed by Cllr. Stuchbury, seconded by Cllr. Smith, and **RECOMMENDED** that the Town Clerk be asked to find out why the Town Council had been asked to pay when BCC & AVDC officers had attended the meeting.

690/2009 TO RECEIVE INFORMATION FROM AVDC ON THEIR ARTS DEVELOPMENT ACTION PLAN 2009 - 2010

The only Buckingham event listed was the Festival Fortnight.

Proposed by Cllr. Smith, seconded by Cllr. Isham and **AGREED** that the Clerk would send a list of all the Town Council Events.

ACTION THE CLERK

691/2009 MARKETS: TO RECEIVE A REPORT FROM THE MARKET SUBGROUP

Cllr. Smith reported that there had been no recent meeting of the SubGroup but one was arranged for the following Saturday (28th February) at 10am. Arrangements had been made for Ceroc to perform outside the Old Gaol on March 7th, and the Town Jester on 11th April.

691.1 To agree a request for the use of the Charity stall on 9th May from the Friends of Buckingham Primary School

AGREED

691.2 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

AGREED

691.3 To receive a request for the Charity stall on 19th December 2009 from the Old Gaol Museum

AGREED

692/2009 TO DISCUSS AND AGREE THE COMMITTEE'S TITLE, REMIT AND TERMS OF REFERENCE.

Revised Terms of Reference agreed by the Committee at the 23rd June 2008 meeting had never been submitted to Full Council for ratification.

692.1 Proposed by Cllr. Stuchbury, seconded by Cllr. Newell, and **RECOMMENDED** that the name of the Committee be the Town Centre & Events Committee to reflect its remit.

692.2 Proposed by Cllr. Stuchbury, seconded by Cllr. Newell, and **CARRIED** by a majority that the revised Terms of Reference for the Events Committee agreed at the 23rd June 2008 meeting be **RECOMMENDED** to the Council for ratification.

693/2009 PRESS RELEASES

693.1 Members agreed that the Clerk prepare a release with Ms. Lightfoot about the meeting with the Traders' Association with the aim of getting it in the 27/2/09 edition.

ACTION THE CLERK

693.2 The Clerk would prepare a release about the results of the Festival Fortnight meeting scheduled for 25th February 2009 for the 6/3/09 edition.

ACTION THE CLERK

693.3 The Clerk would prepare a release about the additional planters to be ordered for the town centre for the 13/3/09 edition.

ACTION THE CLERK

694/2009 CHAIRMAN'S ITEMS FOR INFORMATION

The Chairman had no additional items.

Meeting closed at 9.40 pm

CHAIRMAN DATE