

Tuesday 1st September 2009

Sir/Madam,

A meeting of the Town Centre and Events Committee of Buckingham Town Council will be held on **Monday 7th September 2009** at 7 p.m. in Room MB1 in the Masons Building, University of Buckingham, Hunter Street, Buckingham.

Anne Wilson
Town Clerk

Please note that the meeting of the Town Centre and Events Committee will be preceded by Public Question time in accordance with Standing Order 1.2, which will last for a maximum of 15 minutes.

AGENDA

- 1. Apologies for Absence**
Members are asked to receive apologies from members.
- 2. Declarations of Interest**
To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Parish Councils (Model Code of Conduct) Order 2001.
- 3. Minutes**
To receive the minutes of the Meeting held on Monday 20th July 2009, ratified on 17th August 2009.
Copy previously circulated
- 4. Action Reports**
To receive action reports and updates
Appendix A
- 5. Traders' Association**
To receive an update from the Traders' Association
- 6. Town Wide Events Leaflet**
To discuss and agree if a town wide leaflet detailing events for the year should be made
- 7. Parking**
 - 7.1** To discuss if the committee is agreeable to a donation that may be requested for the new coach park signage in the town.
 - 7.2** To receive any response from AVDC over car parking in the town.
- 8. Barriers and Signs**
Members are asked to consider the attached report and decide on any recommendations
TC/38/09/TCE
- 9. Event Dates**
To agree event dates for 2010-11 and to obtain a road closure order
Appendix B

10. Event Reviews

10.1. To receive Aylesbury Vale District Council's costs for Festival Fortnight 2009 and agree if we should pay the over budget spend once all their costs have been received.

Appendix C

10.2. To receive a verbal review of the Band Jam (30th August)

11. EVENTS - to receive updates on

11.1. Buckingham in Bloom - Cllr. Newell

11.2. River Rinse 13th September & 11th October – Cllr. Newell

To receive verbal report on progress

11.3. Charter Fair 17th & 24th October – Cllr. Stuchbury

Meeting has been arranged for the 22nd September 2009 at 5:30 pm with Marshall Nichols

To receive quotations for barrier and sign hire

Appendix D

11.4. Fireworks Display 31st October – Cllr. Mahi

To receive quotations for barrier hire

Appendix E

11.5. Remembrance Parade 8th November

To receive verbal report on progress

11.6. Christmas Lights 28th November Lights switch on

To receive a report on Feeder Pillar and Christmas Lights

TC/39/09/TCE

11.7. Christmas Parade 12th December

To receive correspondence from the Christmas Parade and agree on events for the Carnival Queen to attend.

Appendix F

11.8. Pancake Race

To discuss ideas for the 2010 event

11.9. Twinning Civic Event

To receive correspondence from Buckingham Twinning Association

Appendix G

11.10 Green Fair 20th March – Cllr. Newell

12. Hanging Baskets and Planters

To receive an update regarding the Hanging Baskets and Planters for next year – Cllrs. Bloomfield & Newell and agree to have a meeting with Councillors and the Officers to discuss hanging baskets and planters for next year.

13. Youth Projects

13.1. To receive a verbal report on Youth Projects – Cllrs. Stuchbury and Newell

13.2. To receive a report on Local Democracy Week and discuss ideas

13.3. To receive a verbal report on Tree Planting and cost – Cllr. Stuchbury

Appendix H

14. Town Map

To agree any wording changes, the map and the photographs for use

Appendix I

15. Power Outlet at the Old Gaol

Due to problems with the socket situated in the pavement by the Old Gaol with tripping out and subsequent access, Members are asked to discuss possible alternatives.

16. Fair Trade

To receive confirmation of the renewal of Fair Trade Status and suggestions to aide the goals achieved

Appendix J

17. Markets

17.1. To receive a copy of the NABMA newsletter August 2009

Appendix K

17.2. To note the date of the NABMA market health check – Saturday 26th September 2009

17.3. To receive a report on the Markets

TC/40/09/TCE

18. Budgets

To receive the current Town Centre & Events budgets

Appendix L

The earmarked reserves for this Committee are as follows:

Feeder Pillar	£6,500
Youth Projects	£2,262
Town in Bloom	£4,000
Charter Fair	£1,000
Barriers for Events	£1,000

19. News releases

To agree that in future a press release should be issued at least one week before each event and a follow-up press release after the event, any other press releases to be agreed by the office and the appropriate Councillor.

To agree that once a month to produce a report on events for the coming month to be sent to the Buckingham & Winslow Advertiser.

20. Chairman's Announcements

21. Dates of the next meetings:

Events Committee Meeting

- 26th October 2009;

To:

Cllr. T. Bloomfield
Cllr. H. Cadd (Mayor)
Cllr. P. Desorgher
Cllr. P. Hirons
Cllr. D. Isham
Cllr. A. Mahi
Cllr. R. Newell
Cllr. M. Smith
Cllr. P. Stevens
Cllr. R. Stuchbury (Chairman)

Ms. T. Lightfoot
(Buckingham Traders' Association)