



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, CORNWALLS MEADOW,
BUCKINGHAM. MK18 1RP

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Town Clerk: Mr. C. P. Wayman



Dear Sir/Madam,

You are summoned to a meeting of the Town Centre & Events Committee of Buckingham Town Council which will be held on **Monday 31st January 2011** in Room MB1 in the Masons Building, University of Buckingham, Hunter Street, Buckingham at 7.00pm.

Mr. C.P.Wayman
Town Clerk

Please note that the Town Centre & Events Committee meeting 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 6th December 2010 ratified at Full Council on 4th January 2011. **Copy previously circulated**

4. Action List

To receive action reports and updates.

Appendix A

5. Markets

5.1 To review the Street Market rents in preparation for the next financial year.

5.2 To receive for information the current bookings of the charity space in the Saturday market.

- 12th March Fair Trade
- 19th March The Old Gaol Trust

6. Hanging Baskets and Planting

6.1 Hanging Baskets

To receive a verbal report from Cllr. Bloomfield regarding provision of hanging baskets for 2011 and agree the colour scheme for this year.

6.2 Hanging Basket Sponsorship

To agree that sponsorship from businesses be sought as usual for hanging baskets and agree a price to charge.



- 7. Budgets**
7.1 To note the Committee Budget. **Appendix B**
7.2 To note earmarked reserves. **Appendix C**
7.3 To note for information the Committee Precepted Budget for 2011/12. **Appendix D**
- 8. Charter Fair**
Charter Fair Contract.
To note that the Town Clerk is seeking legal advice from Ms Diana Davies at Chandler Ray to gain a perspective on its legal validity. It is recommended that any costs be charged to 901/9015 Earmarked Reserves, Charter Fair.
- 9. Traders Association**
To receive a report from the Traders Association.
- 10. Temporary Road Closure cost**
To note the cost of the TTRO this year, discuss the portion of cost to St Peter & St Paul Church for their events and agree any action. **Appendix E**
- 11. Freedom Parade 15th March 2011**
To receive a verbal update report from Cllr. Mordue on the progress of this event.
- 12. Forthcoming Events**
12.1 Pancake Race Tuesday 8th March 2011.
To hear a verbal report on the progress of this event from Cllr. Bloomfield and receive an email from Mr. Rodney Blackall regarding a suggestion for the Pancake Race. **Appendix F**
12.2 May Day Sunday 1st May 2011.
To receive an email from Mrs Judith Bundock of St Peter & St Paul Church regarding the timing of this event. **Appendix G**
12.3 Buckingham Fringe 18th – 25th June 2011.
To receive a brief report regarding the progress this week of events and to consider quotations for new Buckingham Fringe banners and the cost of a brochure for the event. **TC/51/09**
- 13. Gazebo**
To agree to seek quotations for the replacement of the current events gazebo.
- 14. Event Dates for 2011**
To receive an updated report detailing next year's Buckingham Town Council events and agree any action. **Appendix H**
- 15. Event Reviews**
Christmas Parade 11th December 2010.
To note the date of a meeting with Mr & Mrs Heywood for the review of the Christmas Parade as 7th February 2011 at 3pm.
- 16. Christmas Light Working Group**
To note the minutes of the first meeting of the Christmas Light Working Group.
Copy previously circulated.

17. Quotations and costs

To discuss requirements and agree that the Deputy Town Clerk seek quotations/costs for:

- i) Planters (summer and winter).
- 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 Community Fair.
- vii) Sealed Knot appearance at the Bonfire & Firework Display.
- viii) Hanging baskets.

18. Youth Council

18.1 To hear a verbal report from Cllrs. O'Donoghue and Mordue on the progress of the Youth Council.

18.2 To receive a report on the need to have CRB checks carried out on Silent Councillors and the Deputy Town Clerk in preparation of the forming of the Youth Council and refer the required Recruitment of Ex Offenders Policy to Full Council for a decision.

TC/52/09**19. Youth Drama Project – 10th June 2011**

19.1 To receive a verbal report from Cllr. O'Donoghue regarding the progress of this event.

20. Correspondence

20.1 To receive literature regarding a request to organise an event for The Great Poppy Party Weekend to raise money for the Royal British Legion. **Appendix I**

20.2 To receive a proposal from Ms. Deborah Bottomley regarding an event to mark the Countdown of the Olympic Games in 2012. **Appendix J**

20.3 To receive an email from Mrs. Katharine McElligott regarding flying the union flag for the Royal Wedding Day. **Appendix K**

20.4 To receive an email from Mrs. Margo Parfitt regarding a request for young carers to be added to the free rides session during the first hour of the first Charter Fair. **Appendix L**

20.5 To receive a request from Mr. Andy Pelling to stand with his flower stall on the Bullring on Valentine's Day, Monday 14th February 2011. **Appendix M**

21. News Releases**22. Chairman's Items****23. Date of the next meeting: Monday 14th March 2011**

Cllr. T. Bloomfield – Vice Chairman
 Cllr. H. Cadd
 Cllr. P. Hiron
 Cllr. D. Isham
 Cllr. A. Mahi
 Cllr. R. Stuchbury - Chairman
 Cllr. W. Whyte

Cllr. H. Mordue
 Cllr. Ms. Newell
 Cllr. L. O'Donoghue
 Cllr. M. Smith - Town Mayor
 Cllr. P. Stevens