

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 24th March 2014** in the Council Chamber, Cornwalls Meadow, Buckingham at 8pm

Present: Cllr. T. Bloomfield
Cllr. H. Cadd
Cllr. D. Isham
Cllr. A. Mahi - Vice Chairman
Cllr. L. O'Donoghue
Cllr. M. Smith
Cllr. Mrs. C. Strain-Clark
Cllr. R. Stuchbury - Chairman

Also attending: Cllr. M. Try
Mrs. C. Bolton Committee Clerk
Mrs. A. Brubaker Events Co-ordinator
Mr. R. Robson Deputy Town Clerk

845/13 Apologies for Absence

Apologies were received and accepted from Cllrs G & P Collins, Newell and Mordue.

846/13 Declarations of Interest

None

847/13 Minutes

The minutes of the meetings held on Monday 3rd February 2014 ratified at Full Council on 10th March 2014 were received and accepted. There were no matters arising.

848/13 Action List

Cllr O'Donoghue informed Members that the letter for the Dog Event had been done, and the Events Co-ordinator was sending them out to potential interested parties.

Hanging Baskets – Cllr Bloomfield queried whether the 3 year tender had gone ahead. The Events Co-ordinator would chase up.

ACTION: EVENTS CO-ORDINATOR

Cllr Strain-Clark informed Members that the Access for All group had written to the Cabinet member on a number of items, but no response had been received. Cllr Stuchbury requested a copy to chase up.

ACTION: CLLR STUCHBURY

849/13 Budgets

Received

850/13 Forthcoming Events

The Events Co-ordinator commented as follows:

May Day 1st May – The Buckingham Primary, Bourton Meadow Academy and Buckingham School would be taking part in the event.

Music in the Market 25th May – help was needed with the clean up after the close of the event at 10pm – all Councillors were requested to contact the Events Co-ordinator.

Fringe Week 14-21st June – The Events Co-ordinator reported that a 1940's dance would take place in the Community Centre, to commemorate the anniversary of the D Day landings. A swing band had been booked and a fish and chip supper would be included. Tickets would go on sale in May.

The Woolpack pub was also looking at putting on a karaoke night during the Fringe week.

Dog Awareness Event 6th July – The Events Co-ordinator was waiting replies from prospective attendees.

851/13 Event Reviews

851.1 Food Fair 22/23 February 2014 to receive a written report from the Events Co-ordinator

Members **AGREED** the recommendation within the report.

851.2 Pancake Race 4th March 2014 to receive a verbal update from the Events Co-ordinator

The Events Co-ordinator thanked all Councillors who had taken part in this fun event, but noted it hadn't been as well attended by children as in previous years. Cllr Bloomfield suggested an alternative venue next year may help numbers – the possibility of the Athletics club was discussed. Cllr Bloomfield would investigate and report back.

ACTION: CLLR BLOOMFIELD/MAY AGENDA

852/13 The Big Tidy Up

To receive and discuss an email from AVDC

Members agreed that due to an already full events calendar it would be difficult to give specific time to the Big Tidy Up but **AGREED** that the Town Council would assist in promoting the event and include Buckingham events such as the River Rinse as the town's part in the program.

853/13 Spring Fair

To receive a verbal update from the Mayor.

Cllr Newell was not present to give a report; the Events Co-ordinator would prepare a report to bring back to the next meeting.

Cllr Stuchbury and Smith commented on an overall successful and enjoyable event. Cllr Smith suggested a protocol be drawn up for the town council's support to external events. The Events Co-ordinator would report back at the next meeting and would request comments from Councillors who attended.

ACTION: EVENTS CO-ORDINATOR

Thanks was recorded to both the Events Co-ordinator and Deputy Town Clerk who had spent considerable time at the event, and to all those Councillors who helped.

854/13 Fireworks 1st November

To note a quotation from Pa-Boom!

AGREED to go with Pa-Boom.

Members noted that the supplier was preferred by the Town Council as had been supplying the event for a number of years and were fully compliant with all requirements of an event of this nature.

855/13 Music in the Market/Bandjam

To receive a verbal update from the Events Co-ordinator on the bins
Mrs Brubaker reported that she had not been informed it was AVDC's intention to charge for the refuse bins this year; but had also not found any historic agreement mentioning they were supplied free of charge – as they had been for a number of years. Mrs Brubaker had therefore contacted 2 further companies, one of which was less than half the price quoted by AVDC. Biffa would be supplying both events at a cost of £153.60 per event for 4 bins, inclusive of all delivery, landfill and collection charges. The District Council had quoted £400 to supply just one event.

Members **AGREED** that a letter should be written to AVDC advising them of the Town Council's intention to source the bins elsewhere and recording their dissatisfaction that AVDC were not commercially competitive. In addition the letter would also ask whether there were any other services that the Town Council would have to find funds for that had been previously provided, in the coming financial year.

ACTION: EVENTS ASSISTANT

856/13 (815/13) Automated External Defibrillator Project

Deferred from Full Council. To discuss the request and confirm siting.

Cllr Stuchury reported that the discussion of where to site the defibrillator would be under the TC&E Committee, whilst the ongoing maintenance and replacement issues would be referred to EP&H.

Members **AGREED** that the Town Council would support the project in principle but there was considerably information and discussion required before going any further. Members felt that further detail was needed on the ongoing maintenance – such as heating of the box, running cost, replacement of parts, and replacement of whole unit after limited time; the effectiveness statistics of such a unit if placed in the town centre.

Proposed by Cllr Smith, seconded by Cllr Bloomfield and **AGREED** that more information and in-depth discussion was required at EP&H Committee

ACTION: CLLRS SMITH AND STUCHBURY

857/13 Access

To receive a verbal update from Cllr Strain-Clark

Cllr Strain-Clark advised Members that a meeting of the group had not been held since 17th February, but ongoing issues had been moved on and letters had been sent to Transport for Bucks regarding the issues with the pedestrian crossing including the very slippery and worn brass studs at the sides of the crossing meant to help those with visual impairment. Mr Grimsdale had also written to the Town Clerk about the number of A boards around the town. Cllr O'Donoghue and Cllr Strain-Clark were to carry out a survey of dropped kerbs around the town.

Cllr Stuchbury would follow some of the safety items up with representatives of Bucks County Council and suggested Cllrs O'Donoghue and Strain-Clark put together a press release regarding the Town Council's work with Access for All.

ACTION: CLLRS STUCHBURY, STRAIN-CLARK AND O'DONOGHUE

858/13 Ownership of Events

To receive and update the spreadsheet

Cllr O'Donoghue asked the Events Co-ordinator whether help was needed for any events not covered. The Events Co-ordinator commented that it would be useful for

all Councillors to review the spreadsheet, Members were encouraged to work with the officers in advance of the events, helping to plan.

ACTION: EVENTS CO-ORDINATOR

859/13 Youth Project

859.1 (743/13) To receive a verbal update from Cllr O'Donoghue; to discuss further youth events

Cllr O'Donoghue reported on a recent meeting at the Royal Latin to discuss the drama and art project; Rachel Hunt from the Buckingham School was also present. The group had agreed to put on a play on the effect of the families from WWI – it would concentrate on local families and what had happened to those left behind. Research would be carried out using the war memorial and information held by the Old Gaol.

The Local Democracy Event date had been set, the event would be held at The Buckingham School, the Events Co-ordinator would progress.

ACTION: EVENTS CO-ORDINATOR

859.2 To receive a report from the Deputy Town Clerk; review of current position. To make recommendations for the way to go forward –Cllr Stuchbury

Mr Robson had given an overview of the Youth Council's meetings and activities and had recently met with members of the Youth Council in an attempt to motivate members further to get back on track with new events and initiatives. Membership was felt to be lacking, and needed increasing.

Cllr O'Donoghue thanked the Deputy Town Clerk for his work and support and commented it was good to have the perspective of a new officer to the Council. Cllr O'Donoghue felt that youth council members were keen to take part in and generally help with events such as the river rinse and dog awareness; the Events Co-ordinator urged that commitment was required to help at these events.

Members discussed ways of invigorating the Youth Council, the possibility of encouraging younger year groups perhaps. Cllr O'Donoghue discussed the possibility of encouraging other local schools to become involved in the Youth Council such as Akeley Wood and the Buckingham School for example. Cllr O'Donoghue would also approach the Youth Centre to see whether members of the Youth Council could attend Youth Club nights to get further ideas to take back and work on. Cllr Stuchbury said that the Committee **AGREED** the recommendations of the Deputy Town Clerk's report and that further feedback would be welcomed at future meetings.

Cllr O'Donoghue also said that the Youth Council should be encouraged to focus on and be proactive in local issues, rather than just attempting to hold their own events.

ACTION: CLLR O'DONOGHUE/DEPUTY TOWN CLERK

860/13 Accrington PALS Drama Event – Royal Latin

To discuss and agree possible funding

Members discussed the request, following Mr Cooper's comments earlier in the Public Session. Members agreed that although the Council was broadly supportive of the event, they could not financially support outside the remit of the grants process. The Events Co-ordinator would reply by letter.

ACTION: EVENTS CO-ORDINATOR

861/13 Visitor Information Centre

861.1 To receive the latest visitor and accommodation statistics

Members discussed the format of the current bar chart. Members **AGREED** they would prefer to receive the statistics in number format only.

ACTION: COMMITTEE CLERK

861.2 Cllr Stuchbury proposed a press release notifying the public that the Town Council were continuing to help fund the Tourist Information Centre in Buckingham for the next 12 months. Cllr Smith would pass the information for a press release with the Deputy Town Clerk.

ACTION: DEPUTY TOWN CLERK/CLLR. SMITH

862/13 Shop Buckingham

To receive a report from the Traders Association

None received.

863/13 Twinning

To receive the minutes of meeting 05/02/2014

Noted.

The Events Co-Ordinator would write to the Twinning Association for an update the on its future events.

ACTION: EVENTS CO-ORDINATOR

864/13 Correspondence

None

865/13 News releases

Cllrs O'Donghue and Strain-Clark – Access Issues and survey

866/13 Chairman's Items

The Chairman reported funds possibly available to assist with transport issues – he had forwarded the item to the Town Clerk.

867/13 Date of the next meeting: Monday 19th May 2014

Meeting closed at 9.30pm

Signed Date
Chairman