

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 19th May 2014** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.25pm following the Extraordinary Full Council.

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

Also attending Mr. C. Robson - Deputy Town Clerk
Mrs. A. Brubaker - Events Co-ordinator
Mrs. K. McElligott for the Committee Clerk

Cllr. Stuchbury took the chair for the start of the meeting.

49/14 Election of Chairman for 2014- 2015

Proposed by Cllr Stuchbury, seconded by Cllr. Bloomfield, and **AGREED** unanimously, that Cllr. Mahi be Chairman for the forthcoming year.

Cllr. Mahi took the chair for the remainder of the meeting.

50/14 Election of Vice Chairman for 2014 - 2015

Proposed by Cllr. Bloomfield, seconded by Cllr. Cadd, that Cllr. Isham be Vice Chairman;
proposed by Cllr. O'Donoghue, seconded by Cllr. Mahi, that Cllr. Stuchbury be Vice Chairman;
Voting was 4 : 5; Cllr Stuchbury was declared Vice Chairman for the forthcoming year.

51/14 Apologies for Absence

Apologies were received and accepted from Cllr. H. Mordue and Cllr. Ms. Newell.

52/14 Declarations of Interest

There were no declarations.

53/14 Minutes

To receive the minutes of the Meeting held on Monday 24th March 2014 ratified at Full Council on 6th May 2014. (TCE/07/13)
Noted.

54/14 Action List

(554.1/13) The Events Co-ordinator reported that Cllr. Newell had completed the Foreword for the Memory Book and this could now be progressed.
(851.2/13) Cllr. Bloomfield was in touch with Mr. Checkley of Buckingham Athletic about the venue for next year's Pancake Race.

55/14 Event Reviews

55.1 May Day. The written report from the Events Co-ordinator was Noted. There had been a good turnout despite the early rain

55.2 Comedy Night. The written report from the Events Co-ordinator circulated with the agenda was supplemented by a sheet of many positive comments received by email and Facebook at the meeting. The headline act had been so well received that the Events Co-ordinator was seeking to rebook them for later in the year.

56/14 Forthcoming Events

To receive verbal updates from the Events Co-ordinator as follows –

56.1 Music in the Market Sunday 25th May

The participating bands would give the event a more Country/Folk/Roots feel this year. The SAG group were happy with the Event Management Plan, and the Whale would be advised that blocking the passage next to the pub (as last year, when a barbeque was set up) was not acceptable.

The Events Co-ordinator appealed for more Councillors to help with the post-event litter picking.

56.2 Fringe Week 14th – 22nd June

Members had received a copy of the programme in their folders, and the bulk had been couriered for insertion into the *Advertiser* editions covering Buckingham, Winslow, Bicester, Brackley & Towcester.

31 tickets had already been sold for the Comedy Night.

Cllr. Stuchbury noted that the Events Co-ordinator had thought up the 40's Dance, and that he had tweeted about it, and advised other Councillors to tweet to their own contacts as well.

56.3 Dog Awareness Event Sunday 6th July.

There would be a Dog Show, with winners rosettes provided by Windmill Vets; the Dogs Trust were offering microchipping; Rescue Dogs and Canine Hydrotherapy would also attend. Two Portaloos had been arranged, to be delivered and removed the same day, as the event was all-day; the Environment Committee (from whom the event had been transferred) had offered to pay the hire charge.

ACTION ENVIRONMENT COMMITTEE AGENDA

56.4 Bikeingham – Cycling event Sunday 27th July

The Deputy Town Clerk had been in touch with AVDC about the use of the Heartlands, as a communication had been received about payment for the use of AVDC land (this would also affect the Youth Council's Skatepark event). There would be a Family Ride using the Circular Walk and possibly a BMX event, although this may conflict with the Youth Council event (see Min.63.2). The meeting of the Destination Buckingham group on 20th May would seek to recruit stands etc.

56.5 Play Around the Parishes Thurs 31st July, Thurs 14th August, Wed 27th August
Members noted the dates. The funding of these play-days by the Town Council should be publicised in the advertising. **ACTION EVENTS CO-ORDINATOR**

56.7 Bandjam Sunday 24th August

Organisation was similar to Music in the Market; as above, volunteers to clear up were requested. A meeting with Sean Allen would be set up to finalise details.

ACTION EVENTS CO-ORDINATOR

57/14 Budget

Cllr. Stuchbury complained that the virements were not included and asked for a list for the next meeting to save confusion later in the year. *[Clerk's note: the virements had been made, but as many were to cover shortfalls in particular budgets, they had been spent accordingly].*

58/14 Markets

The written report from the Deputy Town Clerk was noted. There was sufficient budget for some more promotion.

59/14 (853/13) Spring Fair

The written report from the Events Co-ordinator was discussed by Members despite the absence of Cllr. Newell. Members agreed that it was a successful event, but too much of the organisation, both beforehand and on the day, had fallen to Council staff and Councillors who volunteered to help. Nothing had been learned from the difficulties encountered with the first Fair.

Cllr. Mrs. Collins thought that it had been agreed that no new events were to be taken on due to lack of staff time (the dog event had been transferred from the EP&H Committee). The requisite Minute would be traced and brought to the next meeting.

ACTION JULY AGENDA

It was **AGREED** that a protocol for working with external organisations should be drawn up, clearly stating what was expected of the organisation and what help the Town Council was willing/able to provide. **ACTION EVENTS CO-ORDINATOR**

60/14 Multi Agency Meeting

Cllr. Smith reported that an initial meeting had been held, but no particular dates or events had been decided. There would be some youth events in the summer, and he hoped to have more details for the next meeting. If AVDC were insisting on payment for the use of their land this could prove a problem.

ACTION CLLR.SMITH/JULY AGENDA

61/14 Remembrance Day

The Deputy Town Clerk's report and draft protocol was approved by Councillors who recommended that the protocol be signed by the Mayor and the Chairman of the Royal British Legion branch.

ACTION DEPUTY TOWN CLERK

62/14 Hanging Baskets

The Events Co-ordinator reported that the baskets would be delivered on the 23rd May and arrangements for additional help with watering had been made.

The Committee agreed the recommendation about a contract with Preston Bissett Nurseries for three years' supply of baskets at the price quoted.

ACTION EVENTS CO-ORDINATOR

63/14 Youth Council

63.1 To receive a verbal update from Cllr O'Donoghue

The Mayor reported that a new Chairman of the youth council had been appointed.

63.2 Skate park event – Sunday 27th July

Mr. Robson had discussed the Event Management Plan with Youth Councillors, but the recent demand from AVDC for £200 for use of the skatepark had put the event in jeopardy. He was hoping to negotiate a waiver as this was a Youth Council initiative. Costs were being kept down by using two staff members from MK Boarding Centre and just one from Team Extreme.

Members asked for information about what the charges were being levied for, whether other Parishes/Towns were being asked to pay such fees, pointing out that the Youth Council were minors and the event was intended to be cost neutral. A letter would be sent to the Leader of the District council, asking for a breakdown of the costs (the demand for hire fees for the skips bins used for events had included a sizeable administration fee), copying the letter to Mr. Small.

ACTION EVENTS CO-ORDINATOR

It was suggested that perhaps the Town Council might reciprocate by levying a fee for the use of Chandos Park for play in the Parishes.

64/14 (835/12) 2015 Anniversaries

Mr Hewitt had provided further information about his Magna Carta Trail – visiting Buckingham on Friday 5th June 2015. Members decided that if he could refine the exact timing of his passage through Buckingham, the Mayor and Town Crier could be organised to welcome him. However his request for a recommendation of a b&b would be better met by the Visitor Information Centre. The Events Co-ordinator could obtain a list and enclose it with her reply.

ACTION EVENTS CO-ORDINATOR

65/14 Access

Cllr Strain-Clark reported on the meeting of the Access Group held that afternoon, the first for some time. Particular areas of difficulty had been discussed:

1. The metal studs at Barclays; tactile pavements did not have to be metal that became slippery when wet.
2. The slick that formed on the York stone paving in the wet was unpleasant and dangerous.
3. The Market Hill roadway between the kerb drops by the Kings Head was used by pedestrians on Market Days, and was the best access for crossing to the Cattle Pens, and had severe potholes and trip hazards.
4. The slope of the pavement across the front of Jardine's was so steep so that it was difficult to control a wheelchair.

The Access Group would be holding its AGM in October and hoped to relaunch the group and increase its membership.

Cllr. Stuchbury described the path maintenance scheme to which he and Cllr. Whyte had input. Most of the path problems had turned out to be in Cllr. Whyte's Ward and he appealed for information on any in Buckingham West that needed attention. He handed Cllr. Strain-Clark details of the East and West Wards at her request.

66/14 Ownership of Events

Members noted the list circulated; Cllr. Smith had already said that he would help with any event if available, but not necessarily for the whole time. Cllrs. Strain-Clark and Donoghue reiterated that they were happy to help with ticket collection at events.

67/14 Visitor Information Centre

To receive the visitor and accommodation statistics for March and April 2014.

Noted.

Members agreed that an email be sent to AVDC enquiring about their spending on tourism in the Vale, so that Town Council spending could be compared.

ACTION EVENTS CO-ORDINATOR

68/14 Correspondence

An email from Trevor Cocks regarding Temporary Traffic Regulation Orders indicated that police help could not be guaranteed when an Order was in place unless – like the Christmas Parade and the Charter Fair – a parked vehicle was also a hazard.

Members wondered if this was compatible with the terms of the Legal Order.

ACTION EVENTS CO-ORDINATOR

69/14 News Releases

Apart from the usual event publicity it was agreed in principle to draft a release on the AVDC demand for fees for use of the skatepark by the Youth Council for use if they did not agree to a waiver.

70/14 Chairman's Items

Cllr. Mahi expressed his thanks to Cllr. Stuchbury for his long service as Chairman of the Committee, Cllr. Bloomfield echoing this on behalf of the rest of the Committee.

71/14 Date of the next meeting: Monday 14th July 2014

Meeting closed at 8.55pm

Signed Date
Chairman