

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 1st September 2014** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

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

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

295/14 Apologies for Absence

Apologies were received and accepted from Cllrs Collins, Newell, Strain-Clark and Mordue.

296/14 Declarations of Interest

None

297/14 Minutes

The minutes of the meetings held on Monday 14 June 2014 2014 ratified at Full Council on 18th August 2014 were received and accepted.

298/14 Markets

298.1 To discuss the future of Buckingham Artisan Market

The Deputy Town Clerk reported feedback from Members of the Artisan Market that they did not feel the current format of the market was working and would like to be included on the regular Saturday market stalls.

Members discussed and **AGREED** that representatives from the Artisan Market were free to go onto the regular market, but would be required to pay the going rate for stalls and abide by all market rules and policies.

298.2 To receive and accept an amendment to the Market Rules – details attached
The Deputy Town Clerk reported an ongoing issue with a trader calling out; the market rules stated no demonstrating. Members **AGREED** to amend rule number 29 to 'No trader shall use the method known as 'calling or 'pitching' with immediate effect. Should the trader in question not adhere to the rule then notice to leave would be given.

ACTION: DEPUTY TOWN CLERK

299/14 Action List

Due to the late start of the meeting Members agreed to carry this item forward to the next meeting.

ACTION: OCTOBER AGENDA

300/14 **Budgets**

300.1 To receive the latest budget figures

Noted.

Cllr Stuchbury commented that the Bandjam budget for 2015/16 would need to be increased due to the cost of paying for bins.

Proposed by Cllr Stuchbury, seconded by Cllr Isham and unanimously **AGREED** that the Twinning Budget be used to cover the cost of buying a gift for the forthcoming visit to Mouvaux; and that the cost of travel to the event be covered for the Mayor.

Cllr O'Donoghue reported that Cllr Mahi had suggested a gift of one of the Charter Fair photographs be suitable as a gift on canvas. Cllr O'Donoghue had obtained the photographer's permission, and was awaiting costs for the canvas.

ACTION: CLLR O'DONOGHUE/DEPUTY TOWN CLERK

300.2 (173.14) Cllr. Stuchbury suggested that the adequacy of budgets be reviewed at the September or October meeting, with a view to adjustment as necessary before making the Precept request.

Cllr Smith commented that adjustments would be picked up at the Precept proposal meetings.

300.3 To discuss any new budgets required for new events (i.e new Dog Event)

Members agreed new events would also be built into the budgets at Precept.

301/14 **Protocol for Working with External Organisations**

To receive and discuss a report from the Events Co-ordinator

Councillors briefly discussed the document and agreed that it was to be used for external organisations, not the Town Council's events.

Members **AGREED** the document.

ACTION: EVENTS CO-ORDINATOR

302/14 **River Rinse**

To receive a verbal update from the Events Co-ordinator

The Events Co-Ordinator confirmed the first date for River Rinse as 14th September, starting at 10.15am at Stratford Fields car park, proceeding up to Cornwall's Meadow car park. The Events Co-Ordinator had written to residents and land owners along the river banks for assistants.

Volunteers are welcome at the event to help.

303/14 **Forthcoming Events**

To note the following dates

303.1 River Rinse	14 th September & 5 th October
303.2 Charter Fair	18 th & 25 th October
303.3 Comedy Night	19 th October
303.4 Bonfire & Fireworks	1 st November
303.5 Remembrance Sunday	9 th November
303.6 Christmas Lights & Carols	29 th November
303.7 Christmas Parade and Community Fair	13 th December

Noted.

304/14 Charter Fair

304.1 To receive a verbal update from the Events Co-ordinator
The Events Co-Ordinator reported that the Charter Fair would arrive in the town on Friday 17th October. Help was requested from the start of the road closure at 7am. Letters would shortly be going out to all residents and traders affected by the road closure. Marshall Nicholls would be in Buckingham on or around 20th September to meet with representatives from the Council to confirm details and conduct a walk-through of the town.

Cllr Stuchbury requested that a document marked for 'Councillors information only' regarding the history of the Town Council and Charter Fair, how it evolved and ran, be circulated and recorded in the minutes.

304.2 To note an email from Stuart Labross for information ref illuminated bollards
Noted.

305/14 Multi-Agency Events

To receive a verbal update from the Events Co-Ordinator
High attendance and big successes were reported.

Members went on to discuss that a lot of out of date posters were still up around the town; All staff and Councillors were kindly requested to remove any old posters or cable ties around the town and parks. **ACTION: ALL**

306/14 Play Around the Parishes

To receive a verbal report from the Events Co-Ordinator
The Events Co-Ordinator reported a very good summer of events; many participants bringing picnics and making a day of the sessions.

307/14 Event Reviews

BandJam To receive a written report from the Events Co-Ordinator
Received and noted.

308/14 Fly a Flag for the Commonwealth 9th March 2015

To receive a communication and discuss participation
Members discussed whether to take part and **AGREED** to send for the information pack and bring the item back to the next meeting.

ACTION: EVENTS CO-ORDINATOR

309/14 Local Democracy Event

To receive a verbal update from Cllr O'Donoghue
Cllr O'Donoghue would chase up the Buckingham School once the new terms begins. **ACTION: CLLR O'DONOGHUE**

310/14 Christmas Lights Tender

To receive a written report from the Events Co-ordinator
Councillors **AGREED** the recommendation of Company 1.

ACTION: EVENTS CO-ORDINATOR

311/14 Access

To receive a verbal update from Cllr Strain-Clark
Cllr Strain-Clark had sent apologies, carry forward to next meeting.

ACTION: OCTOBER AGENDA

312/14 Spring Fair

To receive a verbal update from Cllr Newell
Cllr Newell had sent apologies, carry forward to next meeting.

ACTION: OCTOBER AGENDA

313/14 Camera Report

Proposed by Cllr Smith, seconded by Cllr Bloomfield and **AGREED** to proceed with the Nikon Coolpix as per the recommendation.

ACTION: EVENTS CO-ORDINATOR

314/14 Ownership of Events

To receive the updated list and agree additional help where needed.
Noted.

315/14 Visitor Information Centre

To receive the latest visitor and accommodation statistics, and a written report from the Events Co-ordinator.

Members **AGREED** a press release on the benefits of the Town Council supporting Buckingham's tourist information centre; with comparatively low costs to the taxpayer compared to Aylesbury.

ACTION: CLLR SMITH

316/14 Lights Out 4th August 2014

To receive a verbal update from The Chairman
Cllr Mahi reported a successful, if somewhat muted response.

317/14 Twinning

Discussed above in Action reports.

318/14 Correspondence

318.1 To receive for information a letter from Buckinghamshire Best Kept Village for information.

Cllr Smith commented that a principle area of the town had been let down – the Cornwall's Meadow car park, maintained by AVDC. Councillors **AGREED** that an appropriate open letter to Neil Blake, Leader of AVDC should be sent asking why the area had not been properly maintained.

ACTION: CLLR SMITH

318.2 To receive a letter for information from Bucks County Council
Noted.

319/14 News releases

Tourist information Centre
Best Kept Village

320/14 Chairman's Items

None

321/14 Date of the next meeting: Monday 20th October 2014

Meeting closed at 9.55pm

Signed Date

Chairman