

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 20th October 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
Cllr. G. Collins
Cllr. H. Mordue
Cllr. R. Newell
Cllr. C. Strain-Clark

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

422/14 Apologies for Absence

RESOLVED to receive and accept apologies from Cllr. L. O'Donoghue

423/14 Declarations of Interest

There were no declarations of interest.

424/14 Minutes

The minutes of the meetings held on Monday 1st September 2014 ratified at Full Council on 6th October 2014 were received and accepted.

425/14 Action List

425.1 Pancake Race: Cllr. Bloomfield confirmed he had contacted Tony Checkly in regards using Stratford playing fields and had also considered using the Netball park, however both areas were considered inappropriate and the event should remain at the Church Green. Cllr. Bloomfield requested that an item be placed on the next agenda to discuss having the event on Pancake Day itself and involving the Church in the event.

425.2 Access for Disabled: Cllr. Strain-Clark stated she would address access issues concerning venues later on the agenda, but highlighted an access issue from Church Street to Church Hill and that a dropped kerb should be installed. Cllrs considered the issue and asked that a letter be written to Transport for Bucks.

425.3 Public Entertainment Licence: Cllr. Smith reported that regulations were due to change next year and it would be helpful to know what date this will arise and that the events coordinator considers this when progressing the matter.

425.4 Memory Book: Cllr. Newell stated she had completed the forward for the book some time ago and had previously reported this to committee. The events coordinator confirmed this was the case and that she would look into progressing the project.

Action: Events Coordinator

426/14 Budgets
Noted

427/14 Christmas Lights

To receive and discuss a report from the Events Co-ordinator.
The events coordinator explained the report was in relation to pea lights in trees within the cattle pen area. Councillors considered the quotes and **Agreed** that the office check the suitability of the lights and make the appropriate decision.

Action: Events Coordinator

428/14 (171.5) Painting Railings, Bollards, and Chains – Town Centre

To receive correspondence from Bernard Pratt and Tracey Aldworth at AVDC.
The Deputy Town Clerk confirmed AVDC would carry out painting work on the Cattle Pen railings and the area in front of the Old Gaol, and work would begin in spring 2015. Cllrs stated they were pleased to see the work was going to go ahead as it had been a long time coming. Cllr Stuchbury asked that a letter be sent expressing thanks and that we look forward to this work been completed by a specified date. Cllr Smith suggested by Easter.

Action: Deputy Town Clerk

429/14 Forthcoming Events

To note the following dates

429.1 Charter Fair	18 th & 25 th October
429.2 Comedy Night	19 th October
429.3 Bonfire & Fireworks	1 st November
429.4 Remembrance Sunday	9 th November
429.5 Christmas Lights & Carols	29 th November
429.6 Christmas Parade and Community Fair	13 th December

Noted.

430/14 Event Reviews

430.1 River Rinse – Cllrs received a written report on this years River Rinses. The events coordinator thanked those that helped and reported that the second event attracted 22 volunteers. Cllr. Mahi stated it was gratifying to see so many of the town's young people attending.

430.2 Comedy Night - The Events Co-ordinator reported that the comedy night had gone well with 76 people attending, and that ticket sales covered the cost of the comedian.

431/14 Spring Fair

To receive a verbal update from Cllr Newell.

Cllr. Newell reported that there were now only three members of Green Buckingham and they did not feel they would be able to run the fair as they had previously, and that it was felt it would be easy to have it organised by one body, rather than two.

Cllr. Mahi asked if Cllr. Newell was proposing the Town Council take over the organising of the event. Cllr. Newell Confirmed this was the case and Green Buckingham would be still be willing to help and support. Cllr Stuchbury seconded the proposal. Cllr. Collins stated the Council had agreed to facilitate events, not take

them over, and this would create more work for the Events Coordinator. Councillors discussed the issue and the resource implications for the Council.
Cllr. Bloomfield suggested the matter should come back to committee with all the relevant facts and implications. Cllr. Collins stated the issue should go to Full Council for decision, Cllr. Stuchbury responded that the matter had previously been dealt with by TC&E and confirmed he was happy to second Councillor Newell's proposal.

Proposed by Cllr. Newell, seconded by Cllr. Stuchbury that the Town Council take on the running and hosting of the Spring Fair.
Cllr. Smith proposed the amendment that this be subject to further consideration of the implications and resources involved, seconded by Cllr. Mahi and **Agreed** by Council.

Votes For 7
Votes Against 3
1 Abstention

432/14 Access

To receive a verbal update from Cllr Strain-Clark.
Cllr Strain-Clark reported that comments had arisen about two venues frequently used by the Town Centre and Events Committee. Cllr. Strain-Clark went through her report and detailed access issues that had arisen relating to the Community Centre and Old Town Hall.

Councillors discussed issues related to the Community Centre, specifically access to the centre and the disabled toilet. Cllr. Bloomfield stated the issues were due to be discussed at the next Community Centre Management (CCM) Committee meeting.

Cllr. Stuchbury stated that now a Community Centre lease had been agreed with Council the future funding of the Centre must be looked at. Cllr. Stuchbury proposed disability access issues are given funding priority and that this go to Full Council for decision.

Cllr. Collins confirmed the matters raised were on the next CCM committee agenda and funding for the Community Centre was in place up until March 2015, ongoing funding would be looked at after this and proposals would be submitted.

Councillors agreed they were all working towards the same goals.

Councillors considered access issues around the Old Town Hall, specifically disabled access to the rear of the building. Cllr. Stuchbury suggested discussions should begin with the hotel proprietors, via its manager, to look for long term solutions. Cllr. Smith suggested a letter by sent after Cllr. Strain-Clark had submitted her completed report to Council.

433/14 (308/14) Fly a Flag for the Commonwealth 9th March 2015

To note that no information pack is available and discuss whether than Town Council will take part.

Cllr. Smith stated an information pack of some form must exist and more details were required, the day must involve more than simply raising a flag. The events coordinator stated she was unable to find an information pack but would look again. Cllrs confirmed they had previously agreed to take part and **AGREED** contacting the Common Wealth Office and the Lord Lieutenants Office for more information.

Action: Events Coordinator

434/14 Bonfire and Fireworks

The Chairman briefly reported that the event was on schedule and that he hoped for clear weather and good attendance.

435/14 Remembrance Sunday

The Chairman confirmed the date of the event and asked for volunteer marshals. Cllrs Smith and Cllr Bloomfield volunteered. Cllr. Mahi suggested the request should go to Full Council so all members would get the chance to volunteer. The events coordinator confirmed a request would be sent to all members via email. Cllr. Stuchbury asked that the recently agreed and signed protocol be sent to all members prior to the parade.

Action: Deputy Town Clerk

439/14 Local Democracy Event

The Chairman stated Cllr. O'Donoghue had asked the events coordinator to provide an update in her absence. The events coordinator detailed this year's event stating that it had been a success and that students would be moving some of the items discussed forward, reporting back to the Committee via the Youth Council.

Cllr. Stuchbury stated that his only concern was that the format had been set late in the day and that in future the format should be agreed and sent out to students well in advance. Cllr. Smith stated the event should be youth led and that students previously involved in the event should decide on the format. Cllrs agreed that this should be done well in advance.

Councillors thanked both schools for their efforts.

440/14 Ownership of Events

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

Cllr. Smith asked if the list could be included on a rotation basis, only showing future events. The events coordinator agreed to amend for the next agenda.

Action: Event Coordinator

441/14 Visitor Information Centre

Members noted the visitor and accommodation statistics that had been circulated with the agenda.

Cllr. Stuchbury commented that it was good to see Cllr. Smith's recent article on visitor numbers in the paper. Cllr. Smith explained his role as guest columnist and that the numbers prove that despite the recession tourists are still coming to Buckingham.

Cllr. Smith thanked Cllr. Mordue for his recent letter in the advertiser, which supported the Buckingham Tourist Information Centre.

442/14 Charter Fair

The events coordinator reported that the Charter Fair came into the town and set up without any issues. Cllr. Smith noted some diversion signs had not been properly moved aside after the event which may cause confusion for drivers. Cllr. Stuchbury thanked staff and Councillors for their help on the day.

Cllr. Stuchbury informed members that an altercation had taken place on the Friday evening and a young man had been injured. Cllr. Stuchbury stated that the policing of the fair was done by the police, not the Council, but the Council do need to be aware.

Cllr. Isham mentioned there had been several trip hazards caused by uncovered cables at the fair; the events coordinator stated she would address this with the fair organiser.

443/14 Correspondence

To note an email from a member of the Public regarding this years town centre planters.
Noted.

444/14 New Releases

Cllrs. discussed the recent coverage of the Council’s Access Awareness event and agreed it was a good article.

445/14 Chairman’s Items

Cllr. H. Mordue reported that the Christmas Parade committee was on track and 40 floats had entered this year’s parade. The committee has established a new website following a change in personnel in the previous year.

Cllr. Mordue thanked the Town Council for their help on this joint project.
Cllr. Smith confirmed via the Chairman that the MK Dons mascots will be present on the day, but may arrive after the Road Closure and will need to be let through.

446/14 Date of the next meeting: Monday 8th December 2014

Meeting closed at 8.30pm

Signed Date
Chairman