

TCE/02/21

Minutes of a meeting of the **Town Centre and Events** Working Group of Buckingham Town Council held on Monday 21st June 2021 at 7.00pm online via Zoom.

Present:

Cllr. F. Davies
Cllr. Mrs. M Gateley (Town Mayor)
Cllr. A. Mahi
Cllr. L. O'Donoghue (*from minute 158/21*)
Cllr. R. Stuchbury Chair
Cllr. R. Willett (*until minute 157/21*)

Also attending:

Mr. P. Hodson Town Clerk
Ms. C. Molyneux Deputy Town Clerk
Mrs. A. Brubaker Events Co-ordinator
Mrs. N. Stockill Committee Clerk
Cllr. S. Hetherington

PUBLIC SESSION

A member of the public attended the meeting to raise Councillors' awareness of a flooding incident at March Edge, Linden Village on the 18th June 2021. Residents had to pump sewerage from overflowing drains to prevent flood waters from entering their properties. Anglian Water were contacted but only the Town Council's Estates Manager attended the scene, who arranged for his team to assist with sand bags. It was suggested that the Town Clerk might forward an account of the public session to the Chair of Environment and Buckinghamshire Council's Strategic Flood Team.

142/21 Apologies for Absence

Members received and accepted apologies from Councillors Ahmed and O'Donoghue.

143/21 Declarations of Interest

Cllr. Gateley declared an interest in agenda item 23 (Twinning) as a Member of the Twinning Association.

144/21 Clarification of the Status of the Meeting

Members received a verbal report from the Town Clerk and **AGREED TO RECOMMEND** to continue with the current arrangements, probably until September 2021, but for this to be reviewed again at the meeting of Full Council to be held on 28th June.

145/21 Minutes

Members received and **AGREED** the minutes of the meetings held on:

- Monday 12th April 2021
- Wednesday 2nd June 2021

146/21 Covid 19

The Town Clerk reported that current restrictions were still in place until the 19th July 2021.

147/21 Action List

Members received the updated action report.

Budgets & Councillor Recognition (1206/20) - Proposed by Cllr. Mahi to commission a trophy in recognition of Cllr. Bloomfield's year's of service, to be awarded at future Buckingham in Bloom competitions. It was **AGREED** to discuss the matter within agenda item 14 (Buckingham in Bloom).

148/21 Promenade

Members discussed to following motion from Cllr. Harvey:

"The Town Council should seek to work with Stowe National Trust to arrange another 'Promenade' from the Town to the School via the Corinthian Arch - as carried out once before: <https://themayorofbuckingham.blogspot.com/2019/03/the-buckingham-to-stowe-promenade.html>"

Members **AGREED TO RECOMMEND** for Cllr. Gateley to progress with arrangements for the 2021 Promenade with Stowe National Trust and report back to a future meeting of TC&E.

ACTION TOWN MAYOR

149/21 Budget

Members received the latest budget figures.

Cllr. Stuchbury noted the success of the town's street and flea markets.

Youth Council – Town Clerk to arrange a meeting of committee members this week.

ACTION TOWN CLERK

150/21 Motion – Cllr. G. Collins

"I propose that the Town Council hold a multicultural celebration evening."

Members **AGREED TO RECOMMEND** the motion of action, and to refer the motion to the Diversity and Inclusion Working Group for their input and for a report to be brought back to a future meeting to consider any budget implications.

ACTION EVENTS COORDINATOR

151/21 Bounce Back Events

The Deputy Town Clerk explained that due to the recent change to postpone the easing of restrictions until the 19th July 2021 it was necessary to move the Celebrate Buckingham event until a later date in 2021. The Events Coordinator has been in contact with relevant stakeholders and the 4th September 2021 was proposed as the preferred date.

Members **AGREED TO RECOMMEND** to postpone the event until the 4th September 2021.

ACTION EVENTS COORDINATOR

152/21 Celebrate Buckingham

Members noted a written report from the Events Coordinator.

153/21 Summer Youth Programme

The Deputy Town Clerk explained that Action4Youth have been commissioned to run a programme of events from the 27th July to the 26th August 2021.

Members noted the verbal report and **AGREED TO RECOMMEND** to allow the Deputy Town Clerk and Events Coordinator to progress with the Summer Youth Programme and to issue a press release at the appropriate time.

ACTION EVENTS COORDINATOR

154/21 Otter Trail

Members received a written report from the Lace Hill Sports and Community Centre Coordinator (LHSCC) The Deputy Town Clerk explained that each otter will be displayed throughout the town centre and surrounding green spaces for residents and visitors to discover. When the initial budget was, The LHSCC Coordinator has managed to secure sponsorship money totalling £1,160 from eight sponsors. These are: The Buckingham Canal Society, Gawcott Community Solar Project CIC, University of Buckingham, MyFutureSelf Matters, Bucks Radio, Barratt and David Wilson Homes, Heritage & Sons and Howes the Florist. Sponsorship details are acknowledged on the Town Council website, and will be announced on our social media platforms and included in press releases. At the end of the event, each sculpture will remain the property of the Town Council to use for future events or at a public auction.

Cllr. Stuchbury thanked Officers for their work obtaining the sponsorship. Draft plans for the launch event would take place outside the Buckingham Community Centre on the 23rd July, depending on restriction in place at the time, with use of the Council Chamber for promotional items.

Members noted the updates and **AGREED TO RECOMMEND** the new proposed budget. Members **AGREED TO RECOMMEND** any underspend be transferred to the Lace Hill Family Funday Budget.

ACTION LACE HILL SPORTS AND COMMUNITY CENTRE COORDINATOR

155/21 Fringe Week

The Events Coordinator noted that Fringe Week would commence with Oxford Fiddle Group on the 20th July 2021.

It was noted that this year's Music in The Market has been rebranded as Music Not in the Market, and confirmed for Saturday 24th July at Buckingham Rugby Club. The event is being organised by The Buckingham Acoustic Club, Buckingham Rugby Club and Buckingham Town Council. The event is also sponsored by Buckingham Town Council. The move away from the town centre is a one off move and the event will return to its usual slot in May for 2022. Moving the event will incur additional costs, for example for extra security, portable toilets and additional lighting. It was not possible to give the precise figures at this stage.

Members **AGREED TO RECOMMEND** to move the unspent budget of £508 for the Spring Fair from 301 4208 to the budget for Music in the Market, 301 4220 and to issue a press release.

ACTION FINANCE OFFICER

156/21 Bard of Buckingham

The Town Clerk reported that a Bardic election would take place on Tuesday the 5th October 2021 at the Woolpack, Buckingham and the office would be supporting Mr. D. Jones to promote the event. Councillors noted that Cllr. Willett was a representative on the Bardic Council and could feedback to future meetings of the Town Centre and Events Working Group.

157/21 The Queens Platinum Jubilee 2022

Members received and discussed a written report from the Events Coordinator. It was

noted that in November 2020 the Culture Secretary announced plans to mark Her Majesty the Queen's Platinum Jubilee in June 2022. The late May Bank Holiday Weekend will move to Thursday 2nd June 2022 and an additional Bank Holiday on Friday 3rd June will be held, which will then see a four-day weekend to celebrate the Platinum Jubilee.

The following report recommendations were **AGREED TO RECOMMEND**:

- It is recommended that the Town Council takes part in the events planned for the nation on Friday 3rd June 2022 as shown below. The Town Crier be invited to take part as described.
- A bugler be invited to be involved in Buckingham's celebrations.
- The town be dressed in red, white and blue to mark the celebrations. This will include the flying of the Union Flags, planters and hanging baskets to have red, white and blue flowers and the town to have lots of red white & blue bunting.
- The beacon/bonfire should be built in the paddock in Bourton Park where Bonfire and Fireworks is held. The Town Council did the same for the marking of the 1st World War and also for the last Jubilee.
- Residents be encouraged to hold Big Lunches on Sunday 5th June.
- A Celebrate Buckingham event be held on Saturday 4th June, to enable community groups and residents to celebrate their activities and mark the jubilee in Bourton Park during the day

ACTION EVENTS COORDINATOR

Members discussed whether it would be possible to hold Music in the Market if the events proposed went ahead. Members **AGREED TO RECOMMEND** for the Events Coordinator to discuss arrangements for the 2022 Music in The Market and to revise the proposed programme for the weekend, with an update to be brought back to a future meeting of TC&E.

ACTION EVENTS COORDINATOR

20.02 Cllr. Willett left the meeting.

158/21 Buckingham in Bloom

Members received and discussed a written report from the Events Coordinator. The Events Coordinator explained that a silver cup was introduced in 2013 for the winner of the Best Kept Garden and this is kept by the winner until the following year. The winner's names are engraved on the cup. The cup has been won every year by Mr Wilkins of Meadow Row since 2013. This year judging will take place the week of 12th July. Members **AGREED TO RECOMMEND** for Cllr. Davies, Hetherington, Stuchbury and Gateley to judge the nominated gardens in July 2021.

Proposed by Cllr. Mahi, seconded by Cllr. Stuchbury and unanimously **AGREED TO RECOMMEND** to purchase a trophy, engraved with 'The Cllr. Bloomfield Award' to be awarded at future Buckingham in Bloom competitions to youth organisations and schools.

ACTION EVENTS COORDINATOR

Cllr O'Donoghue joined the meeting at 20.08

Members discussed the following categories to be considered in future years:

- Allotment Awards
- Wildlife friendly gardens

159/21 Climate Emergency Action Plan

Members received and discussed relevant updates to the Climate Emergency Action Plan

160/21 Litter Picking 18th July 2021

Councillors received a verbal update from the Greenspaces Administrator
Cllrs. Gateley, O'Donoghue and Davies **AGREED** to attend the session.

161/21 Forthcoming Events

Members noted the following events for 2021 and **AGREED TO RECOMMEND** to issue a press release on the programme of events for 2021:

ACTION EVENTS COORDINATOR

- Celebrate Buckingham TBC
- Buckingham Fringe Week 19th – 25th July
- Play Around the Parishes 26th July, 9th August, 23rd Aug
- Children's Outdoor Theatre, 16th August
- Bandjam 29th August
- River Rinse Sept Date to be confirmed
- Dog Show 12th September
- River Rinse October date to be confirmed
- Local Democracy Event 15th October
- Charter Fair 16th October
- Charter Fair 23rd October
- Halloween Disco 30th Lace Hill event
- Bonfire & Fireworks 6th November
- Remembrance Day Parade 14th November
- Winter Fair Lace Hill 21st November
- Christmas Light Switch On 27th November
- Christmas Parade 11th December
- Community Fair 11th December

162/21 Event Ownership

Food Fair – Cllr. Davies to deputise.

Members **AGREED TO RECOMMEND** to allow Full Council additional time to consider who is to be lead councillor on each event.

ACTION EVENTS COORDINATOR

163/21 Access

To discuss any access matters relevant to the Working Group. Cllr Willett is the new lead on Access4All.

164/21 Additional Banners

Members noted a written report from the Communications Clerk which had been discussed and recommended for agreement by the Communications Strategy Group (*Minute 108/21*)

Members discussed suggestions for reusable advertising materials. Cllr. Davies suggested using a chalk board for advertising future events.

165/21 Tourist Information Centre

Members received and noted the latest visitor statistics for the Buckingham Tourist Information Centre.

166/21 Town Centre Management

The Deputy Town Clerk reported on the following:

The Tourist Information Centre will open on Sundays through the summer from the 4th July 2021

The Shopmobility service will remain closed on Tuesdays until lockdown is fully lifted

The Town Centre Manager has been liaising with traders to complete surveys on the relationship between local businesses and the Town Council

Additional benches are to be installed within the town centre and the parks, including one outside of the Old Goal.

Directional signs to the public toilets are to be added in Cornwall's Meadow car park.

The shop local raffle is to be launched on the 1st July, with the prize draw to take place on the 31st July 2021.

Members **AGREED TO RECOMMEND** for the Town Centre Manager to attend the TC&E Committee in September 2021 to discuss the Tourist Information Centre.

167/21 Twinning

The Town Mayor reported that she had scheduled a call with the Mayor of *Neukirchen Vluyn* with a view to arranging a visit to Buckingham on the 23-24th October 2021 to discuss the signing of Buckingham's part of the Twinning agreement.

Members noted the £2,000 budget for Twinning Association Civic events and **AGREED TO RECOMMEND** to fund any luncheon arrangements between the Town Mayor of Buckingham and Mayor of *Neukirchen Vluyn* from the Mayor's civic budget.

168/21 News Releases

As agreed within the minutes.

169/21 Chair's Items

170/21 Date of the next meeting: Monday 6th September 2021

171/21 COMMITTEE IN PRIVATE SESSION

Exclusion of Public and Press

172/21 RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

173/21 Summer Entertainment Programme

Members received and discussed a written report from the Town Centre Manager. Proposed by Cllr. O'Donoghue, seconded by Cllr. Mahi and unanimously **AGREED TO RECOMMEND** that the town centre entertainment is postponed until Saturday 24th July when it is hoped that that Covid 19 restrictions will be lifted. Those acts already booked

will be offered alternative dates. It was **AGREED TO RECOMMEND** to extend the entertainment to the first Saturday of September 2021 and transfer any underspend to Music not in the Market.

Meeting closed at 20.58pm

Signed

Date