

TCE/04/21

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on Monday 6<sup>th</sup> September 2021 at 7.00pm in the Town Council Chamber, Cornwalls Meadow, Buckingham

**Present:**

Cllr. F. Davies	
Cllr. Mrs. M Gateley	(Town Mayor)
Cllr. A. Mahi	
Cllr. L. O'Donoghue	
Cllr. R. Stuchbury	Chair
Cllr. R. Willett	(until minute 341/21)

**Also attending:**

Mr. P. Hodson	Town Clerk
Mrs. A. Brubaker	Events Co-ordinator
Mrs. N. Stockill	Committee Clerk
Mr. R. Cross	Market Manager
Mr. D. Jones	University of Buckingham

**PUBLIC SESSION**

A member of the public attended Committee to inform Members of the forthcoming campaign, Great Big Green Week. The initiative will take place 18 – 26 September 2021, and will be the largest event for climate and nature ever seen in the UK. Thousands of events will celebrate how communities are taking action to tackle climate change and protect green spaces, and encourage others to get involved.

The Greenspaces Administrator said the office would be promoting the scheme in conjunction with the first River Rinse on Sunday 19<sup>th</sup> September 2021.

**323/21 Apologies for Absence**

Members received and accepted apologies from Cllr. R. Ahmed and received apologies from the Deputy Town Clerk.

**324/21 Declarations of Interest****325/21 Minutes**

Members received and **AGREED** the minutes of the Meetings held on Monday 21<sup>st</sup> June 2021 (TC&E/02/21)

Monday 27<sup>th</sup> July 2021 (T&CE/03/21)

**326/21 Action List**

Members received the update report and the following action was raised:

Promenade (148/21) – Cllr. Gateley informed Members that the National Trust were proposing to hold the promenade from Stowe to Buckingham town centre on September 24<sup>th</sup> 2021. The Town Clerk confirmed that the office would publicise the event but unfortunately the Town Mayor was not available. Members **AGREED** to check the Deputy Mayor's availability.

**ACTION EVENTS COORDINATOR**

TC&amp;E (06/09/2021)

Ratified

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*PUBLIC SECTOR EQUALITY DUTY 2010/CRIME AND DISORDER ACT, 1988: the decisions made during the course of the meeting were duly considered and it was decided that there were no resulting direct or indirect implications in respect of crime and disorder, or equalities considerations, other than those stated in the minutes.*

Initial.....

### 327/21 Committee Membership

Members discussed the co-option of a representative from Buckingham University to join the Town Centre & Events Committee. Mr D. Jones said it was a positive step for the University to become part of a Town Council committee and was happy to sit as the University's current representative.

Proposed by Cllr. Stuchbury, seconded by Cllr. Davies and unanimously **AGREED** to co-opt a representative of the University of Buckingham onto the Town Centre & Events Committee.

**ACTION COMMITTEE CLERK**

### 328/21 Buckingham University Events

Mr. Jones reported on the following:

Tales from the Riverbank – a series of talks hosted by the University Vice-Chancellor's, Professor James Tooley, with a host of interesting speakers. The talks can be booked through the University's website and will take place at the Vice-Chancellor's residence, with a wet weather contingency of the Radcliffe Centre.

The new cohort of students will be arriving during the first week of October 2021 and Members are invited to join the Friends of Buckingham University, Chaired by former Town Mayor Mike Smith. The Friends of the University are members of the local community that support the students and get involved with campus activities, such as:

- Cooking classes
- English lessons
- Animal interaction events
- Games nights

Proposed by Cllr. Stuchbury, seconded by Cllr. O'Donoghue and unanimously **AGREED** to **RECOMMEND** to Full Council that a Councillor be appointed to represent the Town Council on the [Friends of Buckingham University](#) group.

### 329/21 Motion – Cllr. Willett

*"I propose the Town Council sets a budget of £200 under the Town Centre and Events Committee from 2022/23 for a historical record and publishing of a Bardic Book. This is designed to keep a record of all future Bards' of Buckingham Poetry and literature, to bring and enhance history and culture to the Town. The cost of this I believe should be covered by the Town Council and one copy should be maintained in the Old Gaol and another in the Council offices. Mr. Dean Jones has played a vital role in this motion and we both think that a historic record should be maintained."*

The motion was seconded by Cllr. O'Donoghue

Mr. Jones suggested that the Bardic Book should only contain his poems that specifically relate to Buckingham during his term as Bard.

It was noted that legal issues such as copyright should be considered before publication.

The Town Clerk advised Members that the Council has a budget for legal costs which was likely to be sufficient.

Members **AGREED** the motion.

**ACTION TOWN CLERK**

An amendment was proposed by Cllr. Stuchbury, seconded by Cllr. O'Donoghue and unanimously **AGREED**, in principle, to the creation of a Bardic Book and that the Town Clerk report back to the next meeting with an outline budget proposal including provision for any necessary legal costs.

**ACTION TOWN CLERK**

### **330/21 Bardic Election**

Members received and noted a written report from the Town Clerk and unanimously **AGREED** for officers to support the Bardic Trial through providing social media and a press release. Mr Jones explained that the second Buckingham Bardic Trial would be held in the Cote, at the rear of the Woolpack pub, on Tuesday 5th October from 8pm to 10pm. The event will include the election of Buckingham's second Bard and incorporate entertainment from experienced spoken word performers within the mix of potential candidates. Members were encouraged to attend the event.

### **331/21 Markets**

To receive and discuss a written report from the Deputy Town Clerk and noted an updated figure of £12,478 in taking from 22 weeks of trading.

Members discussed the success of the Flea and Street Markets' social media pages and congratulated the Market Manager on his continued efforts to grow the markets' profile and popularity. Members recorded their thanks to the Market Manager for successfully negotiating the challenges of Covid lockdowns, out of town shopping and online retail, and evolving the markets into thriving, profitable entities.

Members **AGREED** to issue a press release on the growth of Buckingham's Flea and Street Markets.

**ACTION MARKET MANAGER/TOWN CLERK**

Members **AGREED** for the Deputy Town Clerk to revisit the recommendations from the 2016 Market Health Check Report, conducted by The National Association of British Market Authorities (NABMA).

**ACTION DEPUTY TOWN CLERK**

### **332/21 Community Gardening Award**

Members received and discussed correspondence from a resident of Buckingham.

Members unanimously **AGREED** Cllr. Gateley's proposal to issue a letter of thanks from the Town Clerk and Chair of Environment, congratulating the resident on their positive action to improve the appearance and amenity value of Bourton Park.

**ACTION TOWN CLERK**

Members **AGREED** for the Town Clerk to bring back a report on the provision of community gardens in Buckingham's parks and greenspaces.

**ACTION TOWN CLERK**

### **333/21 Welcome Back Proposals**

Members received a report from the Town Clerk outlining four proposals to improve the Town Centre from the Buckingham and Villages Community Board's Economic Recovery Working Group and providing two additional proposals for work to improve the Town Centre. The four proposals were:

- Removal of 3 short term parking bays on Market Hill and chains linking the cast iron bollards, to allow pedestrians to flow between Market Hill and the space outside of The Old Gaol.

- Narrowing of the junction from Market Hill/West Street, to include the planting of a tree adjacent to the Russell & Butler building.
- Replacing the short term parking bays opposite the Sorting Office (Lower Old Gaol Square) with planting and trees.
- Installation of large planters outside of the Town Hall, Market Hill, to prevent nuisance parking.

Cllr Stuchbury raised concern on the ongoing costs for maintaining the planters after installations. Cllr. Gateley spoke in favour of the proposal outside the Town Hall but suggested it may not prevent motorists from continuing to park dangerously in-between the planters.

The Town Clerk explained that Buckinghamshire Council have received input from TfB and Highways on the proposals. It has transpired that most of the short-term proposals could be implemented through the Reopening High Streets Fund (a central government pot of money not linked to the Community Board), and the next step in the process would be to ascertain local support for the proposals. Buckinghamshire Council has been allocated European Regional Development Fund (ERDF) money under the Welcome Back Fund. This is an extension of the 'Reopening High Streets Safely' money and aims to support measures that improve the vibrancy and vitality of shopping areas and adjacent parks. It aims to improve the look and feel of our shopping areas, to encourage local people and visitors back – increasing footfall and dwell time to support our local businesses, retail, hospitality and visitor economy.

The Reopening High Streets Fund requires local consensus before any works can progress, so Buckinghamshire Council had written to the Town Council saying that they would only be able to implement these proposals if all 6 Unitary Councillors and the Town Council supported the proposals.

Members were in agreement that the proposals for West Street, Market Hill and the High Street would lead to a reduction in much needed short term parking spaces in the town centre. It was also noted that the junction with West Street was an inappropriate location for planting trees and would reduce the line of sight for turning vehicles. Members **AGREED** not so support these three proposals.

Members **AGREED** for the Town Clerk to respond with the following comments:

Members are minded to support a measure to prevent parking outside of the Town Hall, so long as the ongoing costs for maintenance of any preventative measures such as planters are identified, and if relevant agreed with the Town Council beforehand. Members would prefer bollards to planters.

Members are minded to support the installation of removable bollards between Market Hill and the Old Gaol Square.

Members **AGREED** for the Town Clerk to explore options and submit applications for:

- a. Lamp post banners to replace the current ones which are worn. The designs could be changed.
- b. Digital notice board for the town centre:

**ACTION TOWN CLERK**

### **334/21 Buckingham Twinning Association Civic Events**

The Committee received and discussed a written report from the Town Clerk. Members noted The Town Council formally twinned with the German town of Neukirchen Vluyn when Councillor Mark Cole visited the town to sign the twinning agreement early in 2020. The plan was for a delegation from Germany to visit Buckingham to sign the agreement here in December 2020. This was postponed due to the lockdown. A formal signing of the twinning agreement will take place in the Council Chamber during the afternoon of Saturday 25<sup>th</sup> October. This will be a formal event, with the Mayor and Town Clerk fully robed and the mace present. Due to the size of the room, the Town Crier will not be present, and the mace will not be paraded, so the Mace Bearer will not be used. (The usual Mace Bearer is not available). The event will not require support from the Town Council's Events Coordinator; the Town Clerk and the Apprentice are the only staff who will be present. Arrangements for meals and entertaining the delegation outside of the formal twinning signing are being made by the Twinning Association.

A formal civic celebration will be held in March 2022. This will involve a delegation from Neukirchen Vluyn and a delegation from Mouveaux, to mark the 20<sup>th</sup> anniversary of Buckingham's formal twinning with that town. A detailed report will be provided for the next meeting of TCE.

Members **AGREED** to invite former Town Mayor, Christine Strain-Clark to both events in light of her work in support of the twinning arrangement.

### **335/21 Town Centre Update**

Members unanimously **AGREED** the following report recommendations:

- That officers provide a proposal for further outdoor theatre events for 2022
- That a flyer be delivered to all businesses with information on how to be included on the website

**ACTION TOWN CENTRE MANAGER**

### **336/21 Tourist Information Centre (TIC)**

Members noted the latest visitor and accommodation statistics. Cllr. Davies said the Buckingham TIC Facebook page should be updated to the full title. **AGREED**

Members **AGREED** to issue a press release on the management of the Tourist Information Centre, outlining why Buckingham Town Council took it on and its importance to the local economy.

**ACTION TOWN CLERK**

### **337/21 Climate Emergency Action Plan**

Members noted an updated version of the Climate Emergency Action Plan.

### **338/21 Pride Flag**

Proposed by Cllr. Stuchbury, seconded by Cllr. Willett and unanimously **AGREED** to purchase a Rainbow Flag for flying on Pride Day in 2022 from budget 303 4244

### **339/21 Youth Council**

Cllr. O'Donoghue reported that the Youth Centre were liaising with Buckingham School's community lead.

### **340/21 Forthcoming Events**

Dog Show (12<sup>th</sup> September)

River Rinse (19<sup>th</sup> September and 3<sup>rd</sup> October)

Local Democracy Week (15<sup>th</sup> October)

Lace Hill Centre Halloween Disco (24<sup>th</sup> October)

Charter Fair (16<sup>th</sup> and 23<sup>rd</sup> October)

Bonfire & Fireworks (6<sup>th</sup> November)

Remembrance Day Parade (14<sup>th</sup> November) Members discussed the positioning again

Lace Hill Winter Fair (21<sup>st</sup> November)

Christmas Light Switch On (27<sup>th</sup> November)

Christmas Parade (11<sup>th</sup> December)

Members **AGREED** for the Council to write to the parade committee reminded them that the Town Mayor will present the prizes and to issue a press release seeking volunteer marshals.

**ACTION TOWN CLERK**

Community Fair (11<sup>th</sup> December)

### **341/21 Otter Trail**

Members discussed a written report from the Lace Hill Sports and Community Centre Coordinator and **AGREED** the following recommendations:

To keep one otter sculpture as a memento.

To auction all the other otter sculptures and for the funds raised to be split equally between the Mayor's charities and costs of a future trail.

It was suggested that officers might repaint one of the otter sculptures as a Mayor of Buckingham for display in the Council Chamber

**ACTION LACE HILL SPORTS AND COMMUNITY CENTRE COORDINATOR**

*Cllr. Willett left the chamber at 21.04*

### **342/21 Event Reviews**

#### **342.1/21 Fringe**

Members received and discussed a written report from the Events Co-ordinator, recording their thanks to all members of staff that participated in Fringe week. **AGREED** for the Events Coordinator to issue letters of thanks to all organisations that participated in the Fringe Week 2021

**ACTION EVENTS COORDINATOR**

#### **342.2/21 Lace Hill Family Fun Day**

Members received and noted a written report from the Lace Hill Sports and Community Centre Coordinator

#### **342.3/21 Play Around the Parishes**

Members received and noted a verbal report from the Events Co-ordinator and **AGREED** to add 'Town Council pop-up banners' to the agenda of the next meeting.

#### **342.4/21      Basketball Sessions**

Members noted a verbal report from the Events Co-ordinator

#### **342.5/21      Business Raffle**

Members noted a written report from the Town Centre Manager

#### **342.6/21      Music Not in The Market**

Members noted a verbal report from the Events Co-ordinator and discussed correspondence from Buckingham Rugby Club.

#### **344/21          Bandjam**

Members received a verbal report from the Events Co-ordinator.

#### **345/21          Buckingham in Bloom**

The Events Co-ordinator explained the competition was now closed and judging had taken place. An update would be provided at the next meeting.

#### **346/21          Celebrate Buckingham**

Members discussed the weekend's celebration and thanked officers for their hard work. The Town Clerk confirmed that a press release was in the pipeline and a full report would be brought to the next meeting.

#### **347/21          Budget**

Members noted the latest budget figures.

#### **348/21          News Releases**

The following press releases were **AGREED**:

- Tourist Information Centre
- Success of the Street/Flea Markets
- Christmas Parade Volunteers

It was **AGREED** Committee Members would collectively draft a press release thanking the Town Council staff for their hard working co-ordinating the seasonal events programme despite the challenges faced during the covid-restrictions.

**ACTION ALL COMMITTEE MEMBERS**

#### **349/21          Chair's Items**

Cllr. Stuchbury encouraged Members to attend a community event at Tingewick Village Hall on Saturday 11<sup>th</sup> Sept 2021.

#### **350/21          Date of the next meeting: Monday 25<sup>th</sup> October 2021**

Meeting closed at 10pm

Signed  
Date