

TCE/05/21

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on Monday 25th October 2021 at 7.00pm

Present:

Cllr. F. Davies
Cllr. S. Hetherington
Cllr. A. Mahi Vice Chair
Cllr. R. Stuchbury Chair
Cllr. R. Willett

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. O'Donoghue was present online via Zoom. Cllr. O'Donoghue did not vote, and only spoke where Standing Orders were suspended.

No members of the public attended and so there was no public session

416/21 Apologies for Absence

Members agreed to accept apologies from Councillors Gateley and Ahmed.

417/21 Declarations of Interest

None

418/21 Minutes

Members received and **AGREED** the minutes of the meeting held on Monday 6th September 2021.

419/21 Action List

Members received and noted the Action List.

420/21 Dog Show

Cllr. O'Donoghue expressed thanks to all officers, sponsors and Town Councillors (past and present) that helped make the event a success.

421/21 Charter Fair Contract

Members received a verbal report from the Town Clerk and noted that the Charter Fair contract was not due for renewal until after October 2023/.

422/21 Bardic Council

The Committee recorded their thanks to Mr. D. Jones, the outgoing Bard of Buckingham and recorded their congratulations to the new Bard of Buckingham, Sami Set, former Bard of Northampton. Mr. Jones reported on the Bardic Elections that took place at The Woolpack on Tuesday 5th October.

TC&E (25/10/2021)

Draft minutes subject to ratification

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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.....

Two rounds took place – the first allowed the two contestants to read two poems of their own creation to the audience, while after a short break and some challenging audience questions they each read a third poem specifically linked to Buckingham.

The audience wrote the name of their favourite poet on slips of paper for a secret ballot, and after a quick count Sami Set was declared to be the winner.

Mr Jones explained he'd self-published collection of children's poetry from his time as the Bard of Buckingham and sales of the book had raised £250 for Roundwood Primary School.

Members **AGREED** for the Town Council to finance a second publication of Mr Jones's book of poetry could be sold through the Old Gaol. **ACTION TOWN CLERK**

432/21 Proposed Policy on Support for Carers attending Town Council Events

Members received a written report from the Deputy Town Clerk and unanimously **AGREED** the following report recommendations:

- It is recommended that disabled people (with the appropriate documentation) be offered a maximum of two carer's tickets when paying to attend Town Council events. This will allow them to bring carers with them who understand their needs and who can help them enjoy their visit.
- It is recommended that the policy proposed in part 3 be adopted across all Town Council Events.

433/21 Forthcoming Events

433.1/21 Bonfire & Fireworks (6th November)

Members noted that, due to lack of available members, the Sealed Knot would not be attending this year's event in Bourton Park.

433.2/21 Remembrance Day Parade (14th November)

Members received a written report from the Deputy Town Clerk and **AGREED** the following recommendation to Full Council:

It is recommended that the Committee recommend to Interim Council that up to £2,000 be taken from the contingencies budget (132 4500) to hire a large mobile screen to show the Remembrance Sunday Service on the Church Green for those who are unable to see the event around the Memorial.

433.3/21 Halloween Disco (29th October)

433.4/21 Lace Hill Winter Fair (21st November)

433.5/21 Christmas Light Switch On (27th November)

433.6/21 Christmas Parade (11th December)

It was noted that this year's theme will be 'Fashion through the ages'.

433.7/21 Community Fair (11th December)

This year's Community Fair will be organised by former Town Councillor Terry Bloomfield with the WI offering refreshments in the Small Hall.

434/21 Event Review

434.1/21 Celebrate Buckingham – The Celebrate Buckingham event took place in the paddock in Bourton Park on Saturday 4th September in Partnership with the Buckingham

Society. Members were in agreement that it was a positive and welcome opportunity for the public to witness the robing of the Town Mayor.

Members unanimously **AGREED** that next year the Celebrate Buckingham event forms part of the Platinum Jubilee celebrations at the beginning of June.

ACTION EVENTS COORDINATOR

434.2/21 Otter Trail – Members received and discussed a report from the Interim Town Centre Manager and **AGREED** the following report recommendations:

- It is recommended that members noted the report and updated budget.
- It is recommended that members agree in principle to run a public art trail in 2022.

It was also agreed that any underspend from the budget will be used towards a similar art trail event next summer.

ACTION INTERIM TOWN CENTRE MANAGER

434.3/21 River Rinses – Members received a written report from the Events Coordinator and **AGREED** for the first River Rinse of 2022 to start at Cornwall's Meadow car park and finish at Chandos Park and for the second to start from Chandos Park and finish at Fishersfield.

Members **AGREED** for the office to inform the Buckingham & Village Community Board of the success of recent River Rinse events.

ACTION COMMITTEE CLERK

435/21 Events Schedule 2022

Members received a proposed events schedule for 2022.

Cllr. Stuchbury highlighted there were more Town Council events in 2022 than in previous years and the Events Coordinator would need support from Councillors and the wider staff team to deliver a successful programme of events.

All Members present **AGREED** to take part in the Sub-Committee to discuss the Platinum Jubilee and Fringe Week and bring new ideas to the table for both events.

ACTION EVENTS COORDINATOR

Members **AGREED** to issue a press release on the calendar of events.

ACTION EVENTS COORDINATOR

436/21 Comedy Night Venue

Members received and discussed a written report from The Events Coordinator, noting the following highlights:

In 2012 the Town Council held its first regular comedy night. The venue was the ballroom at the Villiers Hotel. The events continued to run successfully until 2019 when concerns were raised around the standard of the disabled access. On Monday 19th November 2018 Full Council agreed a recommendation from the Town Centre and Events Committee, and resolved that that due to the inadequate disabled access to the Ballroom in the Old Town Hall and the lack of disabled facilities in Villiers, this Council resolves not to use either of these venues for Town Council events until the access problems are

resolved (minute 501/18). The Council decided to stop using the Villiers in response to the following motion from Councillor Christine Strain-Clark:

Due to the inadequate disabled access to the Ballroom in the Old Town Hall and the lack of disabled facilities in Villiers, this committee resolves not to use either of these venues for Town Council events until the access problems are resolved.

A new venue was sought and the event was moved to the hall at the Royal Latin School. The costs for this venue were more expensive. The hall hire was more expensive and we had to pay for door staff. The Town Council also had to pay for a cherry picker to be brought in so that the lights lighting up the stage could be re-positioned and a temporary bar licence was purchased.

This venue has proved to be unsuitable, as feedback from the public was negative as they resented paying for an evening in a school hall and both events were run at a loss. The Community Centre was also considered but the venue is block booked on a Sunday evening which is the best night to hold a comedy event.

Members were reticent to overturn Full Council's previous resolution without all Members having been able to view the venue for themselves.

The Events Coordinator confirmed that there was accessibility to the Ballroom but it was not ideal as it was via the service lift and through the Hotel's kitchens. Cllr. Stuchbury encouraged Members to visit the Hotel and inspect the service lift access before meeting again to vote on the report recommendation.

Members **AGREED** for the office to arrange a site visit to Villiers Hotel & Ballroom for new Councillors, and an Extraordinary meeting of TC&E to be arranged to finalise any recommendations to Full Council. **ACTION**

EVENTS COORDINATOR

437/21 Climate Emergency Action Plan Review

Spring Fair – To be retitled as Green Spring Fair

Members **AGREED** to Recommend to Full Council to include the Community's response to the Climate emergency within the Annual Town Meeting

438/21 Buckingham Twinning Association Civic Event

The Town Clerk reported that it had been planned to sign the twinning agreement with Neukirchen-Vluyn in Buckingham on Saturday 23rd October in the Council chamber. Unfortunately, the German party were not able to attend, so the formal signing will now take place during the civic reception for friends from Neukirchen-Vluyn and Moveaux to be held on Saturday 12th March 2022.

439/21 Town Centre Update

439.1/21 Lamp Post Banners

Members received a report from the Town Clerk and unanimously **AGREED** the following report recommendation:

It is recommended that Members agree for funding to be received from Buckinghamshire Council to replace the current lamp post banners and for officers to agree the design in liaison with the Committee Chair. **ACTION TOWN CLERK**

439.2/21 Town Centre Manager

Members noted that Emma Churchill was now on maternity Leave and the post of Town Centre Manager would be covered by the Lace Hill Sports and Community Centre Coordinator, with support from the Deputy Town Clerk.

434/21 Tourist Information Centre

Noted

435/21 Budget

435.1/21 Members noted the latest budget figures.

Cllr. Willett left the Chamber during this agenda item.

435.2/21 Members received and **AGREED** proposed changes to the budget for 2022/23.

Members **AGREED** that any underspend in the following codes be transferred to relevant ear-marked reserves:

Centre	Code	Item
301	4601	Christmas lights
303	4273	One off events
303	4277	War Memorial Ceremony
304	4237	Youth Council budget
305	4274	Tourism Website

436/21 News Releases

The following press releases were **AGREED**:

Calendar of Events 2022

Bonfire & Fireworks with a quote from Cllr. Mahi

437/21 Chair's Items

438/21 Date of the next meeting: Monday 13th December 2021

Meeting closed at 21.15pm

Signed

Date