

TCE/06/21

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on Monday 13th December 2021 at 7.00pm at 7pm in the Town Council Chamber, Cornwalls Meadow, Buckingham

Present:

Cllr. F. Davies	
Cllr. S. Hetherington	
Cllr. Mrs. M Gateley	(Town Mayor)
Cllr. A. Mahi	Vice Chair
Cllr. L. O'Donoghue	
Cllr. R. Stuchbury	Chair

Also attending:

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

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

549/21 Apologies for Absence

Members received and **AGREED** apologies from Cllr. Ahmed and D. Jones.

550/21 Declarations of Interest

Cllr. Gateley declared an interest in agenda items 13 & 15 as a member of the Twinning Association.

551/21 Minutes

Members received and approved the minutes of the Meetings held on:

- Monday 25th October 2021
- Monday 15th November 2021

Members **AGREED** to suspend Standing Orders to allow Cllr. Mordue to speak

552/21 Christmas Parade

Cllr. Mordue thanked the councillors and officers of Buckingham Town Council for their hard work and continued support of the Christmas Parade including providing funding each year.

Members were in agreement that the parade was well received by the public and participants. The next Christmas Parade will be held on the 10th December 2022 with the theme yet to be agreed.

Cllr. Mordue and Stuchbury **AGREED** a joint press release to ensure all participants were noted and thanked for their efforts towards a successful and festive event.

ACTION CLLRS MORDUE & STUCHBURY

Cllr. Mordue left the Chamber at this point in the agenda and Standing Orders were reinstated.

553/21 Action List

Members received the updated action report.

War Memorial – The Town Clerk informed Members that it had been three years since the centenary of Buckingham’s War Memorial. Proposed by Cllr. Gateley, seconded by Cllr. Mahi and unanimously **AGREED** to remove the action from the Action Report for future events.

554/21 Forthcoming Events

554.1/21 Holocaust Memorial Day 27th January 2022

Members received a written report from the Deputy Town Clerk and **AGREED** to hold a reflective, respectful and Covid-safe inauguration for the Holocaust Memorial Day stone on the 27th January which is Holocaust Memorial Day.

554.2/21 Civic Service 12th February 2022

The Mayor updated that she had spoken to her Chaplain about making plans for the details of the service. Further details will be brought to the next meeting of the Committee.

554.3/21 Pancake Race 22nd February 2022

The Events Coordinator confirmed that the Pancake Race will go ahead as usual, and that the Library have already indicated that they will provide a team.

554.4/21 Food Fair 26th February 2022

Cllr. Davies **AGREED** to support officers in preparing for the event.

555/21 St George’s Day Parade 2022

Members discussed and **AGREED** that Buckingham and Winslow Scout District may hold their St George’s parade in Buckingham in April 2022 and that Buckingham Town Council will manage the road closure associated with it. Members noted that the parade would take place on the same day as the Spring Green Fair.

556/21 Recommendations from the 2016 Market Health Check Report

The Deputy Town Clerk reminded Members that in early 2016 the Town Council commissioned a report by the National Association of British Markets. The report made a number of recommendations of which were agreed by this Committee. Members noted an update to the recommendations. Members recorded their thanks to the Market Manager and Council Officers.

557/21 Event Reviews

557.1/21 Community Fair 11th December 2021

Cllr. Hetherington reported on a successful event with 13 community groups and approximately 320 members of the public having attended. The event operated under the government’s Covid-19 guidelines for retail events and was well received by members of the community. Members recorded their thanks to Cllr. Hetherington and her husband for leading on the event, including the Women’s Institute for operating a café from the Small

Hall. Members **AGREED** a press release in conjunction with Cllr. Hetherington.

ACTION EVENTS COORDINATOR

557.2/21 Lace Hill Halloween Event

Members **AGREED** to support a similar event next year and recorded their thanks to the Lace Hill Sports and Community Centre Coordinator and the Lace Hill Assistant.

557.3/21 Bonfire and Fireworks - Members received a written report from the Events Coordinator. Members noted that Titanium Fireworks have an Environmental Consideration Policy which states that they carry out Carbon Offsetting of their footprint annually through an accredited approved worldwide scheme. In their policy they reference the following:

- Eliminating the use of plastic in fireworks
- Eliminating the use of single use plastic in supply chain
- Recycling of materials
- Waste recycling
- Transport
- Debris left after firing
- Noise
- Pollution
- Carbon Offsetting
- Case Study into the Carbon Emissions Produced by Firework Displays

The Committee noted thanks to Councillor Mahi for his hard work and support for the event. Members unanimously **AGREED** the following report recommendations:

- It is recommended that Members agree to using Titanium Fireworks again in 2022 and that they are booked as soon as possible.
- It is recommended that additional entertainment is explored such as fire eaters, fire jugglers and that they put on a performance before the firework display.
- It is recommended that the bonfire is lit at 18:00, an hour before the fireworks next year, to encourage people to arrive earlier to visit the stalls, and to enable more people to enjoy the bonfire. Titanium have advised that an hour-old bonfire would not detract from the fireworks

557.4/21 Remembrance Parade - Members received a written report from the Events Coordinator and **AGREED** to form a small committee of Members, later in 2022, to discuss arrangements for future deployment of the large screen at next year's Remembrance Parade. Members unanimously **AGREED** the following report recommendations:

- It is recommended that the Town Council continue to support the Royal British Legion in 2022 with the road closure that is required for the parade.
- It is recommended that Members agree to the hiring of a big screen again in 2022 if the British Legion wish to continue with this. (A budget of £1,000 has been included in the draft budget for 2022 pending this decision.)

557.5/21 Lace Hill Winter Fair – Members received a written report from the LHSCC Coordinator. Members **AGREED** to support a similar event next year.

557.6/21 Xmas Lights Switch on - Members received a written report from the Events Coordinator, noting that it was deemed that due to the weather deteriorating that the event could not be held safely and was cancelled.

Members **AGREED** for the Town Clerk to circulate the draft budget to Committee Members. **ACTION TOWN CLERK**

558/21 Climate Emergency Action Plan Update

Men in Sheds to be invited to the Annual Town Meeting on the 24th March 2022.

The Estates Administrator updated Members that following the Local Democracy Week, students had requested officers meet with students to go through the plan and what schools might do. A successful meeting had taken place.

559/21 Play Around the Parishes

Members **AGREED** the dates for the 2022 sessions and noted that the service costs should be approximately the same as 2020/21. Members **AGREED** to purchase and install 'supported by Buckingham Town Council' signage.

560/21 Youth Council

It was noted the planned meeting to discuss taking the Youth Council forward was postponed but will be taking place before the next meeting.

561/21 Tourist Information Centre

Members received the latest visitor and accommodation statistics.

562/21 Twinning Signs

Members received and discussed a written report from the Town Clerk and **AGREED** to fund the purchase and installation of seven replacement Welcome to Buckingham signs at a cost of £4,500 from the following budgets:

- £2,826 from budget 301 4104 Town In Bloom
- £1,610 from budget 301 4202 Firework Display
- The remainder from underspend from budget 301 4201 Christmas Lights.

563/21 Twinning Event

Members received and discussed a written report from the Town Clerk noting that a total of £4,000 is available to fund the event. This consists of £2,000 from 201 4260 "Twining" and £2,000 from the ear-marked reserve 901 9063 "Twining". The Community Centre has been booked from 9am to 4pm on Saturday 19th March 2022. The Centre can seat an absolute maximum of 120 people. Members **AGREED** to seek quotes from caterers and appoint the best value provider for 120 people. It was proposed to allocate 40 places to Town Councillors, their partners and staff, with the remaining 80 places to be allocated by the Twining Association, to members of the Twining Association along with friends from Mouveaux and Neukirchen-Vluyn. Members noted that the limited numbers are a challenge for all concerned, but agreed that the Community Centre is the best venue for the occasion.

564/21 Corporate Membership of The Friends of the University of Buckingham
Members **AGREED** to recommend to Full Council that the Council becomes a corporate member of the Friends of the University of Buckingham at a cost of £75. The Town Clerk confirmed that the Town Council already paid a subscription for Membership of the Friends of Buckingham Library. Members **AGREED** for the Town Clerk to prepare a briefing report on the Friends of the University of Buckingham and Pontio for Full Council on the 31st January 2022.
ACTION TOWN CLERK

565/21 Budget

565.1/2 Members received and noted the latest budget figures

565.2/21 Members received and discussed a written report proposing budget changes for 2022/23. Proposed by Cllr. O'Donoghue, seconded by Cllr. Mahi and Members **AGREED** to recommend that the Committee recommend the proposed five-year budget and revised ear-marked reserve to be included in the proposed budget for 2022/2023 for Full Council to consider at the Precept meeting in January 2022, with the following changes:

The budget in 2022/23 for 301 4213 DOG SHOW to be £620

The budget in 2022/23 for 301 4211 BANDJAM to be £4,023

566/21 News Releases

Members **AGREED** for each Committee member to provide a sentence or two for a press release celebrating the Town Council led event during 2021.

ACTION ALL COMMITTEE MEMBERS

567/21 Chair's Items

The Chair wished everyone a Happy Christmas.

Cllr. Davies noted the Community Pantomime was taking place in the new year, and suggested the Committee attended together as a sign of mutual support for the Pantomime.

568/21 Date of the next meeting:

Monday 21st February 2022

Meeting closed at 9pm

Signed

Date