

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 5th December 2016** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

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|----------|-------------------------|-------------------|
| Present: | Cllr. Ms. J. Bates | |
| | Cllr. T. Bloomfield | Vice Chairman |
| | Cllr. Mrs. M. Gateley | |
| | Cllr. D. Isham | |
| | Cllr. A. Mahi | Town Mayor |
| | Cllr. L. O'Donoghue | |
| | Cllr. M. Smith | Chairman |
| | Cllr. Mrs. Strain-Clark | |
| | Cllr. R. Stuchbury | |
| | Also attending | Mrs. A. Brubaker |
| | Ms. C. Childs | Deputy Town Clerk |
| | Mrs. N. Stockill | Committee Clerk |
| | Cllr. J. Harvey | Parish Councillor |

608/16 Apologies for Absence

Members received and accepted apologies from Councillor Mrs. G. Collins

609/16 Declarations of Interest

There were none at this point.

610/16 Minutes

The minutes of the meeting held on Monday 17th October 2016 ratified at Full Council on 21st November 2016 were received and accepted. There were no matters arising.

611/16 Action List

Christmas Parade – correct the review title to “Community Fair”.

Scout's Parade – A planning meeting had been held on 2nd November and a way forward agreed.

612/16 Proposal for a Funeral Fair

To discuss a proposal from Cllr. Harvey

Cllr. Harvey introduced his aims for a funeral fair as providing help, support, advice or guidance for people considering planning a funeral for themselves or someone close to them. The fair could attract exhibitors offering a wide range of products and services, ranging from funeral directors, florists, NHSBT Blood Donation Organisation and 'green' funerals. Stall holders would have to pay an upfront fee to cover the cost of the venue and officer time. Cllr. Stuchbury remarked that the event was likely to be revenue neutral, and was in support of the event, but stressed that the wording of the event advertisement needed care as it was a sensitive issue to many people.

Cllr. Mordue declared interest as a Board Member of the Joint Amersham Crematorium

Cllr. Mordue said the Council should be cautious of any event sponsorship from private companies and Cllr. O'Donoghue remarked that the Town Council should be encouraging private organisations to organise the funeral fair themselves.

The Chairman invited Cllr. Harvey to respond. Cllr. Harvey explained that the event would be supporting local businesses and the local economy and it was his aspiration for the event to become eventually self-sustaining. He added that each exhibitor would be asked to pay for an advert in the event brochure. He anticipated the event being organised by the Town Council Events Co-ordinator for September 2017.

The Events Co-ordinator reminded Members that she was involved in the organisation of many Town events from the end of August through to Christmas and there was no budget for any new events outlined in the draft precept.

Cllr. Harvey confirmed he would be pleased to lead with this proposed event and Cllr. Bates agreed to be deputy.

Members discussed and **AGREED** for Cllrs. Harvey and Bates to draft a report outlining anticipated production costs, likely officer time and any expressions of interest from exhibitors.

Cllr. Smith and The Events Co-ordinator **AGREED** to send Cllr. Harvey an estimate of the amount of officer time spend organising similar new events.

ACTION EVENTS COORDINATOR

613/16 GB Spring Clean

To discuss an event similar to 'Clean for the Queen' between the 3-5th March 2017
Members discussed and **AGREED** to support the event.

ACTION EVENTS COORDINATOR

614/16 Battle Over- A Nation's Tribute & WW1 Beacon of Light

To discuss whether to take part in the event during 2018.

Members discussed the purchase cost and health and safety implications of maintaining a gaslight beacon.

Proposed by Cllr. Smith and seconded by Cllr. Bloomfield that the Town Council not purchase a gas-powered beacon or proceed with the event via a bonfire. A vote was taken and the results were:

In favour: 4

Against: 4

Abstentions: 2

Cllr. Smith (Chairman) had the casting vote and therefore the proposal was **AGREED**.

615/16 Markets

To receive a verbal report from the Deputy Town Clerk on the Flea Market.

The Deputy Town Clerk explained that Carol Moore had resigned from the position of Flea Market Coordinator. The Market Manager would now assume responsibility for the management of the Flea Market. With regard to the Street Market, the Deputy Town Clerk informed Members of correspondence from fruit and vegetable stall holder, Mr Peter Miller, who would no longer be attending the Saturday markets in Buckingham.

Members noted the correspondence.

616/16 Budget

616/16.1 To receive the latest budget figures

Noted

616.2/16 To receive and discuss proposed precept figures for 2017/18 after

the Deputy Town Clerk had announced the following amendments to the figures:

- £3000 to be added to 'Youth Budget'
- 'Town in Bloom' to be reduced to £6300 amalgamating the budget for 'Winter Hanging Baskets'
- River Rinse to remain at £400
- 'Xmas Lights' is to increase to £1300 to cover the possible need to purchase and dress the town Xmas tree.
- On the suggestion of the Chairman, the Cost Centre 505 'Aylesbury Vale Shortfall' heading be deleted.

Following a question from Cllr. Stuchbury, Cllr. Smith confirmed the intention that all unspent budgets from the current year be carried forward to 2017.

Members **AGREED** the precept figures as amended.

ACTION: DEPUTY TOWN CLERK

617/16 Forthcoming Events

617.1 Community Fair 10th December 2016

The Events Coordinator explained that she was struggling to attract stall holders as many organisations have floats in the Christmas Parade.

617.2 Christmas Parade 10th December 2016

Marshalls are asked to attend a briefing at 7pm on 7th December at the RLS.

617.3 Food Fair 25th February 2017

So far, three stall holders had confirmed their attendance.

618/16 Event Reviews

618.1 Best Carved Pumpkin – Verbal update

Given the success of the event, Members discussed and **AGREED** to run the event again in 2017.

ACTION EVENTS COORDINATOR

618.2 Bonfire & Fireworks – Verbal report

The Events Coordinator explained that the Bonfire and Fireworks event had been run by a new company (Titanium Ltd) for 2016. Unfortunately, the wind direction on the night meant the display had to be set up further away than was originally planned and the crowd safety area had to be moved further back. Cllr. Smith noted the negative comments from residents and said he felt disappointed that the display had not end in a crescendo as it had in previous years.

Members discussed and **AGREED** that the 2015 display was comparatively better and notwithstanding H&S issues, had been a better presentation.

Members **AGREED** to support the event for another year, but to press for review of spectator location and a display that built to a climax.

618.3 Remembrance Day – Verbal report

The Events Coordinator explained that Marshalls had encountered a number of issues with residents and trades people trying to enter and exit Villers

Hotel during the road closure. Members **AGREED** to write to Villers Hotel informing them of any road closures well in advance of the date(s) and asking them to ensure all residents and staff members are made aware, and to consider the impact off the road closures on any events planned for those days.

ACTION EVENTS CO-ORDINATOR

618.3.1 Letter of complaint regarding Remembrance Parade

Members discussed the correspondence and noted how the complaint differed from the recollections of the marshalls involved. Cllr. Isham asked that the powers of traffic marshalls during road closures be clarified.

618.4 Christmas Light Switch on – Verbal update

Cllr. Smith explained that following a meeting with Richard Watkins and the Events Co-ordinator the following measures were proposed for next year's event:

- Date of the next Lights switch on to be Sunday 26th November 2017, so as not to clash with the Saturday market.
- The Artisan market, if held, would be moved to the cattle pens.
- Improved barriers would be installed around the disabled area, which would be marshalled.

Members expressed thanks to the Town Clerk who had managed to resolve the electrical issue on the tree's Christmas lights.

Proposed by Cllr. Smith, seconded by Cllr. O'Donoghue and **RECOMMENDED** to Full Council that the future dates for Christmas Lights Switch on be moved to a Sunday.

618.5 Charter Fair 2nd Week – Written report

Desperate Dan Road Closures – Following discussion, it was AGREED that the Events Co-ordinator contact Kerry-Ann Ashton, AVDC Licensing Officer, to confirm the implications of a road closure on Desperate Dan's street trading licence, and to seek confirmation that he could be asked to move to an alternative site.

ACTION EVENTS CO-ORDINATOR

619/16 Youth Projects

To receive a verbal update from Cllr O'Donoghue

Cllr. O'Donoghue said the last event was Local Democracy Week and there were no further updates.

620/16 Teenage Market 3rd December 2016

To receive a verbal update from Cllr O'Donoghue

Cllr. O'Donoghue said that due to low uptake from traders the market had to be cancelled and suggested the Teenage Market hosting some stalls at next year's Xmas market. Cllr. Smith observed that only one Teenage Market had taken place since the licence was purchased and he did not feel the cost (£1000) of the licence had been adequately used. Members asked Cllr. O'Donoghue to feedback their expression of disappointment to the Youth Council.

621/16 Access

Nothing to note

622/16 Ownership of Events

Councillors to indicate which event they will lead on during 2017:
Dog Show - Cllr. O'Donoghue to lead and Cllr. Bloomfield to deputise.
Pancake Race – Cllr. Bloomfield to lead and Cllr. Bates to deputise.
Food Fair – Cllr. Bates to lead and Cllr. Bloomfield to deputise.
Scout's Parade – Cllr. Smith to lead.
Maypole Dancing – Cllr. Stuchbury to lead.
Music in Market – Cllr. Stuchbury to lead and Cllr. Bloomfield to deputise.
Bandjam – Cllr. Stuchbury to lead and Cllr. Bloomfield to deputise.
Fringe week – To be agreed at a later date.
River Rinse (1st week) – Cllr. Bloomfield to lead.
River Rinse (2nd week) – Cllr. Newell to lead.
Charter Fair – Cllr. Smith to lead and Cllr. Stuchbury to deputise.
Bonfire & Fireworks – Cllr. Mahi to lead.
Xmas lights – Cllr. Smith to lead.
Community Fair – To be agreed at a later date. Cllr. Isham to deputise at the Community Fair on the 10th December 2016.
Buckingham in Bloom – To be replaced by an Allotments competition and lead by Cllr. Bloomfield.

623/16 Visitor Information Centre

To receive the latest visitor and accommodation statistics

Due to an oversight it was **AGREED** that the figures to be brought to the next meeting.

624/16 Comedy Nights

To discuss the future of the Comedy Night Events

The Events Co-ordinator said the Town Clerk would bring a report to the next Committee reviewing all of the events run by the Town Council. Members **AGREED** to leave discussion of this agenda item until the next Committee date.

ACTION COMMITTEE CLERK

625/16 Shop Buckingham

To receive a report from the Traders Association

Members discussed a perceived lack of engagement of the town's traders with town-wide affairs and **AGREED** to contact the Traders Association for an update. Members **AGREED** to send a letter of condolence to the proprietor of the Gazzeria.

ACTION EVENTS CO-ORDINATOR

626/16 Twinning

Cllr. Mordue said the Twinning Association had taken part in the Mouveaux Xmas market and had expressed an interest in a friendship agreement with a town in Poland.

627/16 Correspondence

None

628/16 News Releases

None

629/16 Chairman's Items

None

630/16 **Date of the next meeting:** Monday 6th February 2017

Meeting closed at 20.43pm

Signed Date
Chairman