

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 7<sup>th</sup> December 2015** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

Present:	Cllr. Ms. J. Bates	
	Cllr. T. Bloomfield	Vice Chair
	Cllr. D. Isham	
	Cllr. A. Mahi	Town Mayor
	Cllr. H. Mordue	
	Cllr. Ms. R. Newell	
	Cllr. L. O'Donoghue	
	Cllr. M. Smith	Chair
	Cllr. R. Stuchbury	
	Cllr. Mrs. Strain-Clark	

Also attending	Mrs. A. Brubaker	Events Co-ordinator
	Mr. D. Jones	Deputy Town Clerk
	Mrs. C. Carter	Committee Clerk

#### **594/15 Apologies for Absence**

Apologies were received and accepted from Cllrs Collins and Gateley

#### **595/15 Declarations of Interest**

Cllrs Smith and Bloomfield declared an interest in Agenda item 20 as trustees of the Old Gaol.

#### **596/15 Minutes**

The minutes of the meetings held on Monday 19<sup>th</sup> October 2015 ratified at Full Council on 23<sup>rd</sup> November 2015 were received and accepted. There were no matters arising.

*Members **AGREED** to move to Item 13 at the request of Cllr Mordue*

#### **597/15 Christmas Parade**

To receive a verbal update from Cllr Mordue

Cllr Mordue brought Members up to date with the arrangements for the Parade, starting on Saturday 12<sup>th</sup> December at 10.45am. The Devil's horsemen would lead the parade, followed by the Caldeonian pipe band, Mace Bearer and cars carrying the Mayor and Mayoress, and Marshals who had been long serving helpers and were retiring; then the Town Council and other dignitaries, followed by the main float procession. A briefing for the 30+ Marshals would take place on Wednesday 9<sup>th</sup> December from 7pm at the Royal Latin School.

Cllr Mordue said that Cllr Try and Marshals would be briefed on the procedure if there was a repeat of a drone circling overhead, as had happened last year.

*Cllr Mordue left the meeting*

**598/15 Shop Buckingham**

To receive a verbal report from Elliot Wallis

Mr Wallis was not present at the meeting. Cllr Smith requested that future agendas read 'or to receive a report in the absence of Mr Wallis'.

**599/15 Action List**

To receive action reports and updates

Memory Book – the Events Coordinator reported the price of the book had yet to be confirmed, following which copies would be available from the Old Gaol.

Market video – Cllr Smith said minor amendments were awaited before issue.

Western Avenue Parking – The Deputy Town Clerk reported that a residents' survey (via Survey Monkey) had been created and would be released after the Christmas Parade weekend.

Cllr Strain-Clark queried the list of disabled accessible venues; the Deputy Clerk said it was his intention to link this with the new DisabledGo initiative recently agreed by Full Council.

Cllr Stuchbury mentioned the forthcoming consultation on the Addington Road one-way system and said that the Town Council may need to be involved in the light of potential changes to current traffic plan and road closure arrangements.

**ACTION: DEPUTY TOWN CLERK/EVENTS COORDINATOR**

**600/15 Precept**

To receive a written report from the Deputy Town Clerk

Cllr Smith said that the report had been formulated following meetings between himself, the Deputy Town Clerk and the Events Coordinator.

Members briefly discussed amendments to budget headings and noted the new heading of account 913, Future Events.

Cllr Smith confirmed that all roll-over amounts would be carried forward to 2016, as per the precept report.

Members **AGREED** the precept figures.

**ACTION: DEPUTY TOWN CLERK**

**601/15 Budgets**

To receive the latest budget figures

Noted.

**602/15 Markets**

To receive and discuss a request for traders to stand on the Market on 23<sup>rd</sup> December

Members **AGREED** the requests both for the 23<sup>rd</sup>, and any subsequently received in respect of 28<sup>th</sup> December.

**603/15 Forthcoming Events**

To be noted for information:

Comedy night 31st January

Pancake race 16th February

Food Fair 27<sup>th</sup> February

Noted.

**604/15 Charter Fair**

604.1 To scrutinise the accounts

Cllr Smith proposed to defer the item due to the figures not being circulated prior to the meeting. **AGREED**.

604.2 To discuss livestock & weaponry as prizes at future Charter Fairs

Members discussed the provision of gold fish as prizes at the fair, and **AGREED** that Marshal Nichols had demonstrated, and continued to commit to, the relevant safeguarding provisions in place to protect the welfare of livestock.

Members also **AGREED** to that no air weapons or soft-air weapons should be supplied as prizes. **ACTION: EVENTS COORDINATOR**

#### **605/15 Event Reviews**

To receive written reports from the Events Co-Ordinator as follows:

605.1 Best Dressed Guy/Pumpkin Carving Competition

Recommendation **AGREED**

605.2 Bonfire & Fireworks

The Events Coordinator confirmed the firework display would take place on Saturday 5<sup>th</sup> November 2016. Members discussed the need for more volunteers to help to build the bonfire.

605.3 Christmas lights switch on

Following discussion about the difficulty of the positioning and viewing from the area provided for disabled people, Members **AGREED** that the area would be better moved to directly in front of the stage. The Events Coordinator would look into revising the plans.

The Events Coordinator also recorded sincere thanks to the Green Spaces Team who had spent from 2pm in pouring rain, going off duty at 8pm ensuring the set up and helping the smooth running of the event.

Members **AGREED** to ask Richard Watkins to stage manage the event from 2016.

605.4 Remembrance Parade – to receive a verbal report from the Events Coordinator.

The Events Coordinator thanked all those who helped to Marshal, the event had gone well with no problems. Members asked for a wash-up meeting to discuss a couple of minor issues concerning timing.

**ACTION: EVENTS COORDINATOR**

#### **606/15 Clean for the Queen**

To receive a communication and discuss the Town Council's involvement

Proposed by Cllr Smith, seconded by Cllr Strain-Clark and **RECOMMENDED** that the event be organised in co-ordination with schools and relevant organisations in the town.

#### **607/15 Winter Baskets**

To discuss the feasibility of providing and maintaining baskets

Proposed by Cllr Bloomfield, seconded by Cllr O'Donoghue and **AGREED** that a £1,000 budget be sought for the provision of baskets in winter 2016.

The Events Coordinator would provide costings for the next meeting and suggest proposed positions around the town. **ACTION: EVENTS COORDINATOR**

#### **608/15 Youth Council**

To receive a verbal update from Cllr O'Donoghue on the Youth Council and Teenage Market

Cllr O'Donoghue reported that following the meeting the Youth Councillors agreed the Teenage Market was an excellent initiative, and had invited the organiser to their next meeting. They planned to proceed with a 2 year licence at £1,000.

Members were also hoping to put on a music event in 2016, and look further into the provision of bike sheds, and proposed cycle routes to the secondary schools.

Cllr Smith asked whether written reports might be provided for future meetings.

**ACTION: CLLR O'DONOGHUE**

**609/15 Community Fair**

To receive a verbal update from the Events Coordinator

20 stalls were confirmed for Saturday 12<sup>th</sup> December, a lower number than in previous years. All arrangements were in place.

**610/15 Access**

To receive a verbal report from Cllr Strain-Clark

Cllr Strain-Clark reported on an anonymous letter received via the 'Buckingham what matters to you' website page. The letter contained complaint about not being able to gain access to Jardine's chemist during the second Charter Fair. Members noted that an alternative disability--friendly route was available with a second ramp provided adjacent to the pet shop, providing safe access to the town. It would also be possible to site stalls away from the dropped kerb, although this would require monitoring while the Fair was being set up.

Members **AGREED** that sometimes negative comments made on the website were not directed to the relevant organisation to comment on or resolve where possible, and this was regrettable.

**611/15 Play Around the Parishes**

To receive a letter for 2016 events

Members **AGREED** to fund 4 x family fun days, each lasting 5 hours and including sports activities, at a total cost of £2840.

**612/15 Ownership of Events**

To receive the updated list and make any changes

Changes/additions as follows:

Cllr O'Donoghue – lead, Cllr Bloomfield deputy – Dog Event

Cllr Mahi – lead, Cllr Stuchbury deputy – Bonfire & fireworks

Cllr Bloomfield deputy - Fringe Street party

Cllr Stuchbury lead, Cllr Bloomfield deputy – Bandjam

Terry Bloomfield lead, Cllrs Stuchbury deputy – River rinse event 1

Cllr Newell lead, Cllr Stuchbury deputy – River rinse event 2

Terry Bloomfield lead, Cllr Stuchbury deputy – Charter fair

Cllr Stuchbury deputy – Bonfire & fireworks

Cllr Smith lead, Cllrs Newell – Christmas lights

Cllr G Collins lead, Cllr Mordue deputy – Christmas parade

Cllr Bloomfield lead, Cllr Strain-Clark deputy – Community fair

Members **AGREED** that more Councillors were needed to assist with the week-long Fringe events, and asked that it be raised at the next Full Council meeting.

**ACTION: JANUARY FULL COUNCIL AGENDA**

**613/15 Visitor Information Centre**

To receive the latest visitor and accommodation statistics

Noted.

Cllr Stuchbury wondered how monies saved by the AVDC Cabinet decision to cease funding a TIC in Aylesbury would be used to support the Visitor Economy throughout the Vale. Cllr Smith suggested that he raise this as an AVDC member although, speaking personally, he had found Lyndsay Purdie very supportive and effective.

**614/15 Correspondence**

614.1 To receive an email of thanks regarding the firework display

614.2 To receive a letter of thanks from the Ladies Circle concerning assistance in respect of the 10k Run.

Noted

**615/15 News releases**

None

**616/15 Chairman's Items**

Cllr Smith reminded Members of the Councillors Dinner on Friday 11<sup>th</sup> December.

**617/15 Date of the next meeting: Monday 8th February 2016**

Meeting closed at 8.30pm

Signed ..... Date .....  
Chairman