

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 8th February 2016** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

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

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

741/15 Apologies for Absence

Apologies were received and accepted from Cllr. Mrs. G. Collins and Cllr. Smith.

742/15 Declarations of Interest

None

743/15 Minutes

The minutes of the meetings held on Monday 7th December 2015 ratified at Full Council on 26th January 2016 were received and accepted.

Agreed

Members AGREED to change agenda order for the benefit of Cllr Mordue who had to leave to attend another meeting

744/15 Christmas Parade

To receive a verbal report from Cllr Mordue

Members received the minutes of the parade, tabled at the meeting.

Cllr Stuchbury commented that 2 members of Town Council staff had been spoken to very rudely at a barrier on the morning of the parade by a member of the marshalling team. No apology had been mentioned in the minutes.

Cllr Mordue said that the person in question had been in a hurry to get to the marshalling meeting, and that the incident would not occur again.

There was an issue with some taxi firms trying to gain access through Well St. Cllr Mordue would speak to Peter Seale at AVDC licencing to ensure taxi firms were informed.

Cllr Strain-Clark commented that it had been a good idea to have chairs at the disability viewing area.

Cllr Mordue left the meeting

745/15 Action List

DisabledGo – The Deputy Town Clerk reported the project was moving forward and a report would be going out to committees shortly.

Cllr Strain-Clark and Isham commented they would like to see a report go to Access for All for input.

Public Entertainment Licence – the Deputy Town Clerk said confirmation had been received that the Town Council could go ahead and buy a licence, to allow other music types to be played at events.

Western Avenue Parking – The Deputy Town Clerk reported the survey had been completed, responses were being analysed. The Events Co-ordinator commented that the feedback had demonstrated year round parking issues, not just during the Christmas Parade and Charter Fair events.

Proposed by Cllr Strain-Clark, seconded by Cllr Stuchbury and unanimously **AGREED** that Access go back onto the agenda as a standing item.

746/15 Markets

To receive a written report from the Deputy Town Clerk

The Deputy Town Clerk reported a downturn in trade in recent weeks, which was generally felt to be a normal pattern during the winter months.

Cllr Stuchbury suggested a visit to Milton Keynes market where discussions with traders had highlighted some traders who were looking for pitches at other markets. The Deputy Town Clerk would investigate. **ACTION: DEPUTY TOWN CLERK**

The Deputy Town Clerk also reported that a Continental Market would be on in the cattle pens on Monday, Tuesday and Wednesday of week commencing 15th February. The idea was to trial the market as something different in the town and running the market over the schools half term was hoped to be successful. The Continental Market would be paying a fee to the Town Council of £300.

ACTION: DEPUTY TOWN CLERK

747/15 Budgets

Noted.

748/15 Forthcoming Events

16th February Pancake Race – The Events Co-ordinator reported the event would be held at the Church at 11am, weather dependant.

Members from the Buckingham Action Group (11-18's) had also been invited.

27th February Food Fair – The Events Co-ordinator thanked Cllr Bates for all her help. 14 stall holders were signed up so far. The fair will run from 10am and feature a children's bake off.

Members digressed from agenda order and discussed the sometimes negative comments on social media regarding Town Council's events. Cllr Stuchbury commented that it was unfair that negative feedback was aimed at the staff, when in fact events were clearly communicated on the Town Council's website. It was felt that the 'Buckingham What Matters to you' page should point the public to the Town Council's website. Cllr O'Donoghue offered to discuss further with Cllr Harvey.

ACTION: CLLR O'DONOGHUE

17th April Spring Fair – see minute number 755.

749/15 Commonwealth Day (14th March)

To receive verbal details of what will happen on the day

The Events Co-ordinator reported a flag had been purchased and the ceremony would take place at 10am. The Mayor would read out a short affirmation speech and the University of Buckingham students had been invited to film. Councillors were invited to support the event.

750/15 (607/15) Winter Baskets

To receive and agree a quotation as requested
Councillors **AGREED** that Preston Bissett nurseries had supplied a value for money quotation, and had previously supplied quality plants.

Proposed by Cllr Newell, seconded by Cllr Mahi and **AGREED** to proceed with the quotation; colours to be agreed during the summer.

751/15 Planters and Hanging Baskets

To discuss and agree a colour scheme of gold, red, yellows and orange
Cllr Newell suggested blues, pinks, purples and whites – **AGREED**.
Members also suggested more trailing plant varieties to include fuchsia, lobelia and petunias.

752/15 (606/15) Clean for the Queen (4th – 6th March)

To agree to contact local groups and businesses and aid them in choosing areas to clean; and to facilitate residents in cleaning their own areas

The Events Co-ordinator reported she had registered on the official website and was receiving regular information. The advertised dates included Mother's Day, with that in mind Members **AGREED** to hold the main cleaning day in the town on Saturday 12th March.

The Events Co-ordinator would be contacting local groups to clean in their areas – The Canal Society, Railway Walk Group, Scouts, Maids Moreton Conservation Group, The Youth Centre, the University and local schools.

Members were requested to either choose a local group and or to organise a focus group to concentrate on the town centre.

Members **AGREED** to advertise the Town Council's agreed date of the 12th March.

ACTION: EVENTS CO-ORDINATOR

753/15 Flags

To discuss and agree a date for display – Queen's birthday 21st April, then remove or keep up

Proposed by Cllr Stuchbury, seconded by Cllr O'Donoghue and **AGREED** to allow the office to make the discretionary decision on the appropriate display of flags.

Cllr Newell commented it would be good to have the EU flags in place for the visitors from Buckingham's twinned town, Mouvaux during their visit in October.

754/15 Beacon – Queen's Birthday (Thursday 21st April)

To consider in view of the midweek date, whether to participate and support the Church Tower being lit

Proposed by Cllr Stuchbury, seconded by Cllr O'Donoghue and **AGREED** to both sponsor the church tower being lit and organise a beacon in Bourton Park.

755/15 Queen's Birthday Lunch (12th June)

To agree to hold a joint event with the Church as in previous years
Members discussed various ways of joining in with the lunch such as combining with a church service and event, support of street parties, a 'bring and share' event and cream teas.

The Events Co-ordinator was asked to look further into the Town Council's liabilities for various scenarios and report back at the next meeting, for further discussion.

ACTION: EVENTS CO-ORDINATOR/MARCH AGENDA

756/15 Spring Fair

To receive a verbal update from Cllr Newell

Cllr Newell reported the Spring fair would take place on Sunday 17th April, 10 till 2.

The format would be as per previous years and focus on promoting sustainability and environmental considerations.

757/15 Music Events

To receive and note a quotation for the events

Noted.

758/15 St George's Day Parade

To note for information that Buckingham and Winslow District Scouts have requested a parade, but not yet sent a proposal

Noted

759/15 Event Reviews

Comedy night – to receive a verbal update from the Events Coordinator

The Events Co-ordinator reported a successful event, a total number of 65 attendees and thanked those Councillors who had supported the night. A mixed age group audience was noted and positive feedback received.

The next Comedy night would be on the 19th June and wind up the Fringe week.

Cllr Strain-Clark briefly questioned the finances for the comedy nights; the Events Co-ordinator reported a fee of £1000 for the normal compliment of 3 comedians, rising to £2000 for the Fringe event.

760/15 Youth Council

To receive a verbal report from Cllr O'Donoghue, as agreed at the last meeting

Cllr O'Donoghue reported that the Youth Market licence had been signed and that the process for prospective traders or performers was to visit the Youth Market website <http://theteenagemarket.co.uk/>, sign up and complete a profile. When enough profiles are completed a date to hold the first market would be set. Cllr O'Donoghue encouraged Members to pass on the details to any interested young people.

Cllr O'Donoghue also reported the Youth Council's involvement in trying to promote cycling, and the provision of secure bike storage at all schools in the town.

761/15 Visitor Information Centre

To receive the latest visitor and accommodation statistics, and note that Aylesbury TIC will now close in April 2016

Cllr Stuchbury commented that Buckingham town's tourist information centre continues to remain open and funded by the Town Council.

762/15 Shop Buckingham

To receive a report from the Traders Association.

Mr Wallis was contacted and sends his apologies, no meetings had taken place and no report was presented.

Noted.

763/15 Twinning

To agree attendees and Civic lunch arrangements, and consider ballot for 3 members of the public to attend

Cllr Newell confirmed the date for the Civic lunch as Sunday 2nd October. Members briefly discussed booking First Choice Caterers as used previously. The total number of attendees would be in the region of 100 people.

It was **AGREED** to firstly appoint a caterer and work out potential costs before discussing the ballot further. **ACTION: EVENTS CO-ORDINATOR**

764/15 Correspondence

To receive a letter of thanks for information

Received

765/15 News releases

Clean for the Queen

Tourist information centre open for business

766/15 Chairman's Items

None

767/15 Date of the next meeting: Tuesday 29th March 2016

Meeting closed at 8.35pm

Signed Date
Chairman