

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 17th October 2016** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

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 Events Co-ordinator
 Ms. Claire Childs Deputy Town Clerk
 Mrs. N. Stockill Committee Clerk

489/16 Apologies for Absence

Apologies were received and accepted from Cllrs. Mrs G. Collins and Mordue.

490/16 Declarations of Interest

There were none

491/16 Minutes

The minutes of the meetings held on Tuesday 30th August 2016 ratified at Full Council on 3rd October 2016 were received and accepted. (TCE/03/16)

492/16 Action List

To receive action reports and updates

Disabled Access at public events – Members debated and **AGREED** to leave this action on the list. Cllr. Strain-Clark commended the Villers Hotel for improving access into the Town Hall Ballroom via custom made ramps. Members **AGREED** to write to the Hotel Manager with their appreciation and expressing a wish to see the ramps available at all future public events in the Town Hall.

ACTION TOWN CLERK

493/16 Market Report

493.1 To receive a written report from the Deputy Town Clerk

The Deputy Town Clerk explained that the Market Manager was collating a list of the current stall holders' details so that new contracts can be written.

493.2 To receive a written report from the Deputy Town Clerk concerning a petition from stallholder Mr. G. Geen

The Deputy Town Clerk explained that the Market Manager has reported a temporary agreement between the market holders.

Members debated the issue and **AGREED** the recommendation to uphold the Council's current policy that up to two traders are permitted to sell similar items on a Tuesday and on a Saturday; and that the petitioner is written to by the Town Clerk to explain the decision.

ACTION TOWN CLERK

493.3 To receive a letter and petition from Mr. G. Geen

Noted

- 493.4 To receive an email from Mr. I. Helstrip
Members discussed and **AGREED** to write to Mr. Helstrip thanking him for his comments and signposting him to the District Council's public consultation on car parking within Buckingham. **ACTION TOWN CLERK**

494/16 Buckingham Activity Group

To receive a verbal update from the Events Coordinator
The Events Coordinator noted the first Games Night will take place on the 29th October in the Community Centre and the Group is looking for new ideas for events in 2017.

495/16 Charter Fair

To receive a verbal update from the Events Coordinator on the 1st Charter Fair week.

The Events Coordinator reported that the fair came into the town and set up without any issue, noting it was the first year that no cars had to be towed away. Members agreed that staff running the fair, and the way in which the fair had been brought into town had been very well organised.

Members of staff that had been volunteering with the road closure reported being verbally abused by members of the public. There was also a confrontation with a Doctor from Verney Close Surgery and a visiting tutor at The Verney Centre. Cllr. Smith **AGREED** to visit both venues ahead of this week's road closure.

The Events Coordinator reported an incident on Saturday night where a lady sustained a head injury on the Joker ride. It was unclear how she was injured but the complainant said that the ride did not have appropriate first aid equipment. The injured lady made her way to The White Hart where an ambulance was called and she received medical treatment at hospital for a head injury. The Events Coordinator and Town Clerk are meeting with the Head Showman to investigate the matter further.

Cllr Strain-Clark commented that she was pleased at how accessible the fair had been and noted that there had been plenty of space to negotiate across the town centre.

496/16 River Rinse

To note a written report from Events Coordinator
Members noted the report and thanked all of the staff and volunteers who had helped at both River Rinse events.

497/16 Civic Twinning Lunch

To note written report from Events Coordinator

Cllr. Smith proposed the following amendment to the report recommendation: *"I recommend that in the future, a team is organised by the Town Council and Twinning Association for clearing up at the end of the event."*

Members **AGREED** to recommendation amendment.

ACTION EVENTS COORDINATOR

Members thanked officers for staying behind and clearing up after the event. Cllr. Smith acknowledged the level of work Town Council Officers had put into arranging the event and members **AGREED** it been organised very well and run successfully.

498/16 Local Democracy Week Event

To receive a verbal update from Cllr. O'Donoghue

Cllr O'Donoghue reported that the event went well and had been chaired by Rt. Hon John Bercow MP.

Members debated the timings and **AGREED** to keep future Local Democracy Week events on the second Friday of October between 1-2pm.

499/16 Budget

To receive the latest budget figures

Noted

500/16 Forthcoming Events

To receive verbal reports from the Events Coordinator on:

500.1 Best Carved Pumpkin Competition

Event advertising (including competition rules) has been issued to all schools and across social media. Cllr. Mahi noted the Trader of the Year awards would take place on the same day.

500.2 Bonfire & Fireworks

The 2016 fireworks display is to be run by Titanium Fireworks Ltd who have previously organised displays at the Rugby World Cup, the Olympics and Stowe School and are able to work within the Council's budget. The Guides will be organising the BBQ but it will be their last year taking part in the event. Cllr. Stuchbury asked for volunteers to help build the bonfire.

500.3 Remembrance Day Parade

The Events Co-ordinator reported that more volunteer marshals were needed to help at the Parade.

500.4 Christmas Lights switch on

The Events Coordinator noted that the Winslow Concert Band and Glee Club would be present to lead the singing of Christmas carols.

500.5 Christmas Parade

The Events Co-ordinator reported that more volunteer marshals were needed to help at the Parade.

500.6 Community Fair

Members discussed arrangements for the mulled wine stall and **AGREED** that the Town Council would source the wine and ask the Buckingham Wine Circle to run the stall.

ACTION EVENTS COORDINATOR

501/16 Youth Projects

To receive a verbal update from Cllr O'Donoghue

No updates

502/16 Access

Cllr Strain-Clark reported an access issue at the main entrance to the Community Centre, noting there was a small step that was difficult to overcome in a wheelchair or mobility scooter. Members **AGREED** to write to Tim Scudamore requesting the item be discussed at the next Community Centre Committee.

ACTION TOWN CLERK

503/16 Visitor Information Centre

To receive the latest visitor and accommodation statistics

Noted

503.2 To consider grant of up to £500 towards redecoration of the TIC office.

Members discussed and **AGREED** to fund a grant of £500 towards to the redecoration of the Tourist Information Centre. To be allocated from the Charter Fair Budget (9015)
ACTION TOWN CLERK

504/16 Shop Buckingham

To receive a report from the Traders Association
Members discussed the Trader of the Year competition, noting that the deadline for nominations was the 30th October 2016 and that the award would take place in the winners shops on 5 November.

505/16 Correspondence

None

506/16 News Releases

Local Democracy Week – to be written by Cllr. O'Donoghue

507/16 Chairman's Items

None

508/16 Date of the next meeting:

Monday 5th December 2016

Meeting closed at 19.59

Signed Date
Chairman