

BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, CORNWALLS MEADOW,
BUCKINGHAM. MK18 1RP

Telephone/Fax: (01280) 816 426

Email: Townclerk@buckingham-tc.gov.uk
www.buckingham-tc.gov.uk

Town Clerk: Mr. C. P. Wayman



Councillors

You are summoned to a meeting of the Town Centre & Events Committee of Buckingham Town Council will be held on **Monday 23rd March 2015** in the Council Chamber, Cornwall's Meadow, Buckingham at 7.00pm.

Mr. C.P. Wayman
Town Clerk

Please note that the Town Centre & Events Committee meeting will be preceded by Public Question time in accordance with Standing Order 1.3, which will last for a maximum of 15 minutes

AGENDA

1. **Apologies for Absence**
Members are asked to receive apologies from
2. **Declarations of Interest**
To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.
3. **Minutes**
To receive the minutes of the Meeting held on Monday 2nd February 2015 ratified at Full Council on 9th March 2015. **(TCE/06/14) Copy previously circulated**
4. **Action List** **Appendix A**
To receive action reports and updates
5. **Markets** **TCE/62/14**
To receive a written report from the Deputy Town Clerk
6. **Budget** **Appendix B**
6.1 To receive the latest budget figures
6.2 To discuss and agree any changes to 2015/16 budgets
7. **(791.2/14) Planters**
Proposed by Cllr Hiron, seconded by Cllr Smith and **RECOMMENDED** to Town Centre and Events committee to investigate the possibilities of changing the existing planters to a more sympathetic material.
8. **Best Kept Village Competition** **Appendix C**
To receive the rules of entry for information
9. **Planters and hanging baskets** **TCE/63/14**

Buckingham



Twinned with Mouvaux, France



To receive a written report from the Events Co-ordinator

10. Forthcoming Events

To receive verbal updates from the Events Co-ordinator:
Buckingham Fringe week
Spring Fair
Comedy Night

11. Event Reviews

Food Fair
To receive a written report from the Events Co-ordinator
Pancake Race – to receive a verbal update from the Events Co-ordinator

TCE/61/14

12. May Day

To receive and discuss an email from Bourton Meadow Academy

Appendix C

13. Access

To receive a verbal update from Cllr Strain-Clark

14. (690/15) Christmas Parade

To receive a balance sheet for information

Appendix D

15. Buckingham Junior Parkrun

To receive and discuss an email request from AVDC

Appendix E

16. Charter Fair

To receive an email from AVDC for post event street cleaning for information

Appendix F

17. Ownership of Events

To receive the updated list for information

Appendix G

18. Visitor Information Centre

To receive the latest visitor and accommodation statistics

Appendix H

19. Twinning

To receive the minutes of a meeting held 4th March 2015

Appendix I

20. News Releases

21. Chairman's Items

22. Date of the next meeting: Tuesday 26th May 2015

To:

Cllr. T. Bloomfield
Cllr. H. Cadd
Cllr. Mrs. G. Collins
Cllr. D. Isham
Cllr. A. Mahi - Chairman
Cllr. H. Mordue

Cllr. Ms. Newell
Cllr. L. O'Donoghue - Town Mayor
Cllr. M. Smith
Cllr. Mrs. C. Strain-Clark
Cllr. R. Stuchbury - Vice Chairman

Events - Action list

Appendix A

Subject	Action to be taken		Response/ Agenda no.
	Date	Action	
Memory Book	14/10/13 02/12/13	Prices and quantities to be agreed	Ongoing
Meeting 21/05/12			
Disabled Access to Public events	02/02/15	Incorporate relevant parts into Event Management plan Continue to look at access requirements for the less able Deputy Town Clerk to compile list of venues within the town including disabled access details.	Ongoing Cllr Strain - Clark to assist with assessment of venues for disabled access Ongoing Cllr Strain-Clark Ongoing Deputy Town Clerk. Awaiting some responses
Meeting 25/03/13			
Magna Carta Walk	20/05/13	To obtain more information from Mr Hewitt regarding the Magna Carta Walk Agreed to support Event, Mayor, Town Crier to be involved. Arrange publicity	Letter received from Mr Hewitt Ongoing - 2015
Public Entertainment License		Find out if temporary license could be obtained as Council do not have a Performing Rights License	Ongoing Deputy Town Clerk
Meeting 03/02/14			
Hanging Baskets	848/13 62/14	Ask Preston Bisset Nursery if they would enter a 3 year agreement for hanging baskets	Ongoing AM, AB, CR visited Preston Bisset on 28/2.
Meeting 02/02/15			
Red Cross Centre	691/15	Letter to BCC asking to open up discussions on the interim use of the former Red Cross Day Centre	Ongoing No response. Reminder issued.

BUCKINGHAM TOWN COUNCIL

TOWN CENTRE & EVENTS COMMITTEE

MONDAY 23rd MARCH 2015

Agenda Item no. 5

**Committee Chairman: Cllr. A Mahi
07793 764 505**

**Contact Officer: Mr Christopher Robson
01280 816426**

Buckingham Market Report

Brief Summary of Information for Councillors

Income

Councillors should note market income from March is not fully factored into the budgets at the time of this report.

The total 2014/15 market income at the end of March is anticipated to be approx. £24,100.

Income for 2014/15 is unfortunately down on that of 2013/14. (£27,733)

Month on month the Flea Market has performed like on like with the previous year, with the exception of June/July where a relatively large drop off occurred. Following discussions with traders a possible explanation may be the cost of fuel at the time, which at times was reaching £1.40. Flea Market traders are more casual than Street Market traders and their decision to attend is more likely to be effected by rising costs.

The Street Market has generated less of an income across all months, mainly due to a drop off in casual traders, while retaining regular traders.

Market Pitches

As mentioned above over the course of 2014/15 the overall number of Street Market traders was lower than that of the previous year. On the whole this is due to a drop in casual traders.

The market has kept its regular long term traders who form a solid base for the market and have established a good customer list. Throughout the year the market has had a variety of new casual traders, however a pattern of attending one market and not returning has emerged. This is due to a lack of sales on that first day of trading. The Market Manager and Deputy Town Clerk are communicating with new traders more to encourage continued trading.

The Street Market has lost two regular traders over the course of the year, however both have been replaced. (Fruit & Veg Stall and Olives & Cheeses Stall)

As a result of advertising requests for casual pitches have picked up since the beginning of the New Year and the Market Manager and Deputy Town Clerk will continue to look at ways to encourage these traders to continue where possible and appropriate.

Artisan Food Market

As previously reported the Artisan Market had been struggling to attract customers and as a result saw a downturn in the number of traders attending the markets. This resulted in the market failing to be as regular as predicted.

The organisers have now confirmed they will no longer be able to hold a monthly market and instead will be holding four seasonal Artisan Markets.

The Deputy Town Clerk will look to bring in a Continental Market during the summer to supplement the Artisan Markets and bring in an additional payment to the Council.

Events

The Deputy Town Clerk will look to put on market place entertainment again during the summer, including live music and Morris dancing.

Two traders have also voiced an interest in getting involved in 'Love you Local Market Week' which will be scheduled nationally for 13th – 27th May 2015. (One week will be selected)

Advertising

Adverts for the all markets continue to run regularly at the Film Place and free local newsletters in villages/parishes.

Adverts were run in Milton Keynes and other surrounding areas advertising Buckingham as a day out of which the Markets form a large part. This included editorial pieces. The focus of adverts shifted in the second part of the year to trade magazines as a way to attract traders to the market. This resulted in generating quite a few new casual traders; however efforts must now be concentrated on getting them to stick with the market.

Advertising in the 'Advertiser' group will be taken out in the lead up to 'Love your Local Market Week'. These adverts will feature on their websites as well as in their papers.

16/03/2015

Buckingham Town Council

11:15 Detailed Income & Expenditure by Budget Heading 31/03/2015

Page No 1

Month No : 12

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>TOWN CENTRE & EVENTS</u>							
301	<u>TOWN CENTRE & EVENTS</u>						
4078	0	0	400	400		400	0.0 %
4079	250	68	250	182		182	27.2 %
4094	1,227	1,908	5,178	3,270		3,270	36.8 %
4104	5,663	5,113	6,000	887		887	85.2 %
4107	303	244	250	6		6	97.6 %
4115	267	136	533	397		397	25.5 %
4201	9,364	8,746	10,000	1,254		1,254	87.5 %
4202	3,411	3,621	5,089	1,468		1,468	71.2 %
4203	773	333	500	167		167	66.7 %
4205	3,009	2,998	3,000	2		2	99.9 %
4209	114	290	200	-90		-90	144.9 %
4210	41	47	75	28		28	62.6 %
4211	3,149	3,128	3,000	-128		-128	104.3 %
4212	318	210	300	90		90	69.9 %
4215	500	400	600	200		200	66.7 %
4216	39	42	60	18		18	69.5 %
4220	3,698	3,639	3,700	61		61	98.4 %
4228	250	300	770	470		470	39.0 %
4232	0	0	200	200		200	0.0 %
4241	4,443	4,653	6,710	2,057		2,057	69.3 %
4243	2,544	1,770	1,800	30		30	98.3 %
	39,363	37,646	48,615	10,969	0	10,969	77.4 %
TOWN CENTRE & EVENTS :- Expenditure							
1013	467	400	500	-100			80.0 %
1021	0	0	400	-400			0.0 %
1062	270	250	300	-50			83.3 %
1063	0	98	350	-252			28.1 %
1066	3,980	3,077	5,400	-2,323			57.0 %
1069	5,794	5,967	6,000	-33			99.5 %
	10,511	9,792	12,950	-3,158			75.6 %
TOWN CENTRE & EVENTS :- Income							
Net Expenditure over Income							
	28,853	27,854	35,665	7,811			
<u>302 STREET MARKET</u>							
4017	318	0	325	325		325	0.0 %
4225	3,557	3,627	4,300	673		673	84.3 %
4226	3,820	4,162	3,200	-962		-962	130.1 %
4235	986	4,685	6,217	1,532		1,532	75.4 %
	8,681	12,474	14,042	1,568	0	1,568	88.8 %
STREET MARKET :- Expenditure							

Continued on Page No 2

Month No : 12

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1005	STREET MARKET	22,699	16,818	21,000	-4,182			80.1 %
1006	FLEA MARKET	4,734	3,572	5,000	-1,428			71.4 %
1007	CONTINENTAL MARKET	300	213	750	-537			28.4 %
	STREET MARKET :- Income	27,733	20,603	26,750	-6,147			77.0 %
	Net Expenditure over Income	-19,052	-8,130	-12,708	-4,578			
303	<u>SPECIAL EVENTS</u>							
4240	JUBILEE MEMORY BOOK	0	0	1,600	1,600		1,600	0.0 %
4242	FOOD FAIR	0	379	1,935	1,557		1,557	19.6 %
4260	TWINNING	0	854	2,854	2,000		2,000	29.9 %
4264	BUS TRANSPORT	2,585	0	0	0		0	0.0 %
	SPECIAL EVENTS :- Expenditure	2,585	1,233	6,389	5,157	0	5,157	19.3 %
1020	FOOD FAIR INCOME	735	325	450	-125			72.2 %
	SPECIAL EVENTS :- Income	735	325	450	-125			72.2 %
	Net Expenditure over Income	1,850	908	5,939	5,032			
	TOWN CENTRE & EVENTS :- Expenditure	50,629	51,352	69,046	17,694	0	17,694	74.4 %
	Income	38,979	30,721	40,150	-9,429			76.5 %
	Net Expenditure over Income	11,651	20,632	28,896	8,264			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>EARMARKED RESERVES</u>								
901	<u>EARMARKED RESERVES</u>							
9006	NAG	148	78	598	520		520	13.1 %
9009	CAPITAL RESERVE	0	0	110,000	110,000		110,000	0.0 %
9010	FLOOD RELIEF	-100	0	100	100		100	0.0 %
9011	WAR MEMORIAL	9,610	750	1,681	931		931	44.6 %
9012	CHRISTMAS LIGHTS	1,100	0	4,675	4,675		4,675	0.0 %
9015	CHARTER FAIRS	0	30	11,170	11,140		11,140	0.3 %
9018	REPAIR OF FOOTPATHS	0	28,035	31,000	2,965	2,965	0	100.0 %
9019	MEMORIAL TESTING	363	2,663	5,537	2,875		2,875	48.1 %
9025	PLAY AREA REPLACEMENT	0	0	2,621	2,621		2,621	0.0 %
9026	TRIM TRAIL	0	4,810	4,810	0		0	100.0 %
9027	GREEN BUCKINGHAM GROUP	0	0	226	226		226	0.0 %
9029	CIRCULAR WALK MAINT	82	9,418	14,665	5,247		5,247	64.2 %
9030	TOURISM LEAFLETS	510	0	3,402	3,402		3,402	0.0 %
9031	YOUTH MUSIC EVENT	0	0	1,200	1,200		1,200	0.0 %
9032	BUCK NEIGHBOURHOOD DEV	0	7,506	20,750	13,244		13,244	36.2 %
9033	DESTINATION BUCKINGHAM	6,297	3,985	8,800	4,815		4,815	45.3 %
9034	RIVER AND POND MAINTENANCE	4,000	0	5,000	5,000		5,000	0.0 %
9035	PARKS DEVELOPMENT	7,730	14,315	35,389	21,074		21,074	40.5 %
9036	ELECTION COSTS	0	0	2,500	2,500		2,500	0.0 %
	EARMARKED RESERVES :- Expenditure	29,740	71,590	264,124	192,534	2,965	189,569	28.2 %
1070	DESTINATION BUCKINGHAM	10,000	10,000	0	10,000			0.0 %
	EARMARKED RESERVES :- Income	10,000	10,000	0	10,000			
	Net Expenditure over Income	19,740	61,590	264,124	202,534			
	EARMARKED RESERVES :- Expenditure	29,740	71,590	264,124	192,534	2,965	189,569	28.2 %
	Income	10,000	10,000	0	10,000			0.0 %
	Net Expenditure over Income	19,740	61,590	264,124	202,534			

Month No : 12

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
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PARTNERSHIPS505 AYLESBURY VALE SHORTFALL

4219	BUCKINGHAM FRINGE	5,011	8,727	12,451	3,724	3,724	70.1 %
5001	TIC GRANT	25,000	25,000	25,000	0	0	100.0 %
5003	VALE OF AYLESBURY PLAN	15,787	0	2,500	2,500	2,500	0.0 %

AYLESBURY VALE SHORTFALL :- Expenditure	45,798	33,727	39,951	6,224	0	6,224	84.4 %
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1065	BUCKINGHAM FRINGE INCOME	3,189	3,763	10,000	-6,238		37.6 %
1068	COUNCIL TAX TOP UP GRANT	50,692	0	0	0		0.0 %

AYLESBURY VALE SHORTFALL :- Income	53,882	3,763	10,000	-6,238			37.6 %
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Net Expenditure over Income	-8,084	29,964	29,951	-13			
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PARTNERSHIPS :- Expenditure	45,798	33,727	39,951	6,224	0	6,224	84.4 %
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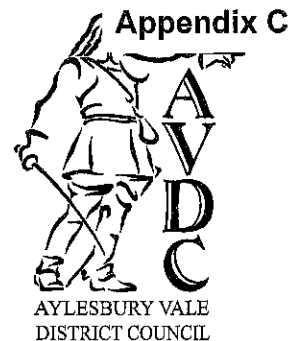
Income	53,882	3,763	10,000	-6,238			37.6 %
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Net Expenditure over Income	-8,084	29,964	29,951	-13			
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AYLESBURY VALE DISTRICT COUNCIL

Communities

Please ask for: Rebecca Henson
Direct Line: 01296 585310
Switchboard: 01296 585858
Text Relay: prefix telephone number with 18001
Email: rhenson@aylesburyvaledc.gov.uk
Our Ref: Village Pub Competition 2015
Your Ref:



5 March 2015

Dear Parish Clerk

Aylesbury Vale Village Pub Competition 2015

The annual Aylesbury Vale Village Pub Competition highlights the range of great local pubs to residents of the district, acknowledges these pubs in an awards ceremony and promotes them to visitors to the area. Run by Aylesbury Vale District Council, the competition showcases the vast number of quality village and rural pubs. Whether large or small, traditional or trendy, the competition judging panel looks for variety, exceptional customer service and a welcoming atmosphere, amongst other things.

Please find enclosed a poster highlighting the nomination process for this year. Please display this poster on your village notice boards and encourage visitors and locals to nominate online by visiting www.aylesburyvaledc.gov.uk/pubcomp. Each pub only needs one nomination to trigger the mystery judging which takes place over three rounds. This year's categories included Best non-food pub, All Round Winner, Best Food, Best for Community and Best for Family.

Each of the finalists will benefit by inclusion in a Recommended Village Pub Guide produced to accompany the competition whilst enjoying lots of free publicity through local and regional media and via the www.visitbuckinghamshire.org website. The overall winner also receives a unique hand crafted trophy.

If you have any questions about the nomination process or competition, please do not hesitate to contact Communities on 01296 585301 or email villagepub@aylesburyvaledc.gov.uk

Yours faithfully,



Rebecca Henson
Communities Delivery Officer

Aylesbury Vale Village Pub Competition
is sponsored by



2015-2016

AYLESBURY VALE VILLAGE PUB COMPETITION

NOMINATE YOUR FAVOURITE PUB FOR AN AWARD

The Aylesbury Vale Village Pub Competition aims to showcase the vast number of high quality rural pubs in Aylesbury Vale. Whether your favourite is large or small, traditional or trendy it makes no difference, we are looking for variety, so if your local doesn't possess an enormous beer garden or a huge food board the clock doesn't worry. It could still be a winner!

Each pub only needs one nomination to be entered into the competition. If you are interested in joining the judging panel please email villagepub@aylesburyvaledc.gov.uk by 26/2/16 explaining why you would be a great addition to the panel. To make sure your favourite pub is included visit www.aylesburyvaledc.gov.uk/pubcomp or call 01296 535301. Box complete at any time on the form.

THE AWARDS WILL INCLUDE
All Round Winner
The Best Family Pub
The Best Community Pub
The Best Food Pub

The closing date for nominations is Friday 1st May.



Last year's winning pub The Rising Sun, Ickford



BUCKINGHAMSHIRE BEST KEPT VILLAGE COMPETITION 2015

RULES OF ENTRY

PLEASE READ THIS INFORMATION SHEET CAREFULLY

CUPS

Villages/towns should enter for the cup relevant to their population.

Gurney Cup (population up to 500)

Morris Cup (population 501 – 1501)

DeFraigne Cup (population 1501 – 3000)

Michaelis Cup (towns, population over 3000)

Pushman Cup (rural population over 3000)

Tindall Cup (2014 winners' Cup)

Cup winners in the 2014 competition may only enter for the Tindall Cup. They may re-enter the main competition in 2016.

The Dashwood Trophy is awarded to the runner-up with the highest mark who has not won a cup during the last 5 years. Entrants for the Dashwood Trophy will be automatic if the village or town qualifies.

The Sword of Excellence is awarded to the winner with the highest marks.

A 'Vibrant **Community Award**' will be awarded at the judges' discretion.

POPULATION

This should be based on the last census or any later information published by the County or District Councils. Where a parish comprises two or more distinct villages/communities, any one or more of those villages/communities may enter the competition separately. In this case it is the population of that village/community which is relevant.

FEATURES – REQUIREMENTS FOR ENTRY

Definition of Village/Town – Features that should be present in all applications.....

- Place of Worship – this will include any denomination: Anglican, Roman Catholic, Methodist, Baptist etc
- Village Green, playing field or recreational field with open access
- Community Centre, village hall, church hall or other suitable place for assembly i.e. pavilion

The features must be clearly marked on a map (a scale of 1:10,000 which is approximately 6 inches to the mile would be appropriate in most cases). The features should be identified on the map using the same number and letter as they are given on the marking schedule i.e. 1A, 2E etc. Do not add features which are not listed on the marking sheet. The judges will, however, assess the overall appearance of your village/town. Marks may be deducted for inadequate maps.

If you feel that the judges may need some help in identifying the boundaries of the village/town entered, please also mark these on the map. If the boundaries are deemed to have been drawn too tightly, the entry will not be accepted. Judges have agreed to try not to visit villages on market days if contestants make clear which are these days. Also please indicate which authority is responsible for your grass cutting.

JUDGING

Judging will take place in June. A short report incorporating the judges' comments will be sent to every entrant.

TROPHIES

A cup and wrought iron Best Kept Village sign will be presented to each winning village/town to be retained until required for the next year's competition.

ENTRY

A £15 fee is charged for each entry.

The entry form, fee and map should be returned to reach the Buckinghamshire Best Kept Village Competition, County Hall, Walton Street, Aylesbury HP20 1UA **NOT LATER THAN 30th APRIL 2015.**

THE DECISION OF THE JUDGES IS FINAL



Buckinghamshire Best Kept Village Competition
County Hall
Aylesbury
HP20 1UA

BKVBucks@gmail.com
07857 968448

BUCKINGHAMSHIRE BEST KEPT VILLAGE COMPETITION

2015

MARKING SCHEDULE

Village/town:

Cup:

	Possible Marks	Marks Awarded
Principal features		
1A. Cemetery, graveyard (separate or attached to a place of worship)	10	
1B. Common, green, playing field	10	
1C. Children's play area	5	
1D. Conservation areas	5	
1E. Village hall, community centre, church hall	10	
1F. General environmental features (hedges, verges, ditches, pond, stream, pump)	15	
Other features		
2A. Areas around shops	5	
2B. Areas around pubs	5	
2C. Bus shelters	5	
2D. Notice boards	5	
2E. War memorial	5	
2F. Community activity/organisations	10	
2G. Overall appearance (lack of litter, litter bins etc)	10	
TOTAL	100	

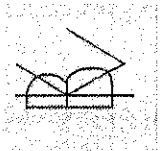
Judges' signatures:

Date:

Notes:

- The whole village/town will be judged, not solely the specific features identified on the map.
- The community will be assessed as seen by the judges on the inspection day.
- Absent features will be awarded an average mark taking into account the other features in the category.
- Judges take into account that cutting of grass verges outside the settlement is usually the principal authority's responsibility.

BUCKINGHAMSHIRE BEST KEPT VILLAGE COMPETITION



2015

ENTRY FORM

Parish/Town Council.....

Contact name & address.....

.....Telephone.....email.....

Gurney Cup (population under 500)	Morris Cup (population 501-1500)	DeFraine Cup (population 1501- 3000)	Michaelis Cup (towns population 3000+)	Pushman Cup (Rural population 3000+)	Tindall Cup (Cup winners in 2014 competition only)

Please enter the name(s) of the competing town/village(s) in the appropriate column.
This entry form should be returned together with:

1. Entry fee of £15 per entry. Cheques payable to *Bucks Best Kept Village Competition* please
2. A map completed in accordance with the rules for each entry
3. Please indicate on your entry which authority is responsible for your grass cutting
4. To reach the Buckinghamshire Best Kept Village Competition, County Hall, Walton Street, Aylesbury, Bucks, HP20 1UY

NOT LATER THAN 30TH APRIL 2015

Please read the marking schedule with care

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE AND EVENTS COMMITTEE
MONDAY 23rd March 2015**

PLANTERS

Agenda item no. 9

General Information

TC&E 2 February 2015

686/15 Planters & Hanging Baskets

The Events Co-ordinator informed Members 3 tenders were due back shortly for a 3 or 5 year contract on the planters. Members were advised that due to the potential cost of the contract being over £5,000 the Council were obliged to go to tender.

Members commented that the planters provided in 2014 had been excellent.

Last year the judges for Buckinghamshire Best Kept Village Competition commented that 'the planters in all areas gave a nice display'.

Two quotes have been received for 3 year and 5 year contracts. The quotes are based on 11 x flower towers and 3 x manchester planters for the summer and 10 x 1 mtr square planters and 3 manchester planters for the winter. The planters being delivered mid May planted up for the summer and being collected the week before the Charter fair comes into town in October and then the winter planters being delivered end of October.

Company 1

Summer Display

Rental of 11 black 1700mm high x 800mm wide 3 tier flower towers including compost and planting

3 year contract	£482.00 nett each	x 11	£5,302.00 nett
5 year contract	£363.20 nett each	x 11	£3,995.20 nett

Rental of 3 black 1500mm long x 500mm wide x 750mm high promenade planters

3 year contract	£488.00 nett each	x 3	£1,465.00 nett
5 year contract	£357.10 nett each	x 3	£1,071.30 nett

3 year contract total per summer season

£6,767.00

5 year contract total per summer season

£5,066.30

Winter Display

Rental of 3 x 1500mm long x 500mm wide x 750mm high promenade planters including compost and planting

3 year contract	£488.50 nett each	x 3	1,465.50 nett
5 year contract	£357.10 nett each	x 3	£1,071.30 nett

Rental of 10 x 1040mm sq x 750mm wide cube planters including compost and planting

3 year contract	£475.00 nett each	x 10	£4,750.00 nett
5 year contract	£355.00 nett each	x 10	£3,550.00 nett

3 year contract total per winter season

£6,215.50

5 year contract total per winter season

£4,621.30

Company 2

Summer Display

11 x 3 tier flower towers including compost and planting

3 year contract £140.00 each x 11 £1,540.00 + VAT

5 year contract £140.00 each x 11 £1,540.00 + VAT

3 x Manchester planters including compost and planting

3 year contract £180.00 each x 3 £540.00 + VAT

5 year contract £180.00 each x 3 £540.00 + VAT

3 year contract total per summer season £2,080.00 + VAT

5 year contract total per summer season £2,080.00 + VAT

Winter Display

10 x 1 mtr square planter including compost and planting

3 year contract £150.00 each x 10 £1,500.00

5 year contract £150.00 each x 10 £1,500.00

3 x Manchester planters including compost and planting

3 year contract £180.00 x 3 £540.00 + VAT

5 year contract £180.00 x 3 £540.00 + VAT

3 year contract total per winter season £2,040.00 + VAT

5 year contract total per winter season £2,040.00 + VAT

Company 3

Declined to provide quotes

Recommendation

As you can see from the attached quotations, quotation number two is quoting the same price for a three year and five year contract.

Based on this I recommend that we go with Company two and that we enter into a 5 year contract. This will enable us to be able to budget for planters each year without the worry of whether or not the cost has risen.

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE AND EVENTS COMMITTEE
MONDAY 23rd MARCH 2015**

Agenda item no.

Contact Officer: Amanda Brubaker

Food Fair 2015

Building on the success of the last two years, Buckingham Town Council's Town Centre & Events Committee held its third annual Food Fair in February. This year we only held the event on the Saturday instead of the two days that we had done previously. Mayor, Cllr Lisa O'Donoghue opened the event.

Exhibitors paid £25 for a table. We had 23 exhibitors inside the Community Centre and three outside that were cooking crepes, pizza and bacon rolls.

Newcomers this year included Chafor Wine Estate, a family run vineyard from Gawcott, Mozzarellanation who cook authentic neapolitan pizza in a log fired oven. Oving Dexter Beef and Neneview Dairy who produce goat's cheese.

Regulars who have supported the event since the beginning include Monkshood Coffee, Party Bakes, Fairtrade and Pastilla Pies (now known as Monty Pieman).

Refreshments were provided this year by the CAB who were taking donations for teas and coffees. They were pleased as they raised £105, but they also wanted to make people aware of their existence.

The event was advertised in the Buckingham Advertiser, on posters, on the Town Council's facebook page and twitter. As many of the exhibitors know each other from different events that they attend information about Buckingham's Food Fair was passed amongst themselves. A couple of them also put it on their facebook pages.

This year the footfall wasn't as high as it had been in the past, but after talking to Elliot from Gyre and Gimble, the town had generally been quiet all week and Saturday was also quiet.

Recommendation

As the event is bringing people into town that may not necessarily come into Buckingham on a weekend and the event is successful I recommend that we continue with the event again in 2016.

each year we have asked a different charitable organisation to provide the teas and coffees and I recommend that we continue to do this so all organisations get a chance to raise some extra money.

Comments from one of the exhibitors

We had a good few kids come and make cupcakes which they all enjoyed!

I came home without any business cards left! For me the event was much more a PR exercise than to sell cakes on the day, so getting my name out there as a new business is the most important thing! Hopefully the order and bookings for classes will follow. I know others thought it was quiet, but we had a good constant flow of people to the table. Loved our position and the 3rd table was a godsend!

Many thanks,

Vicci

Victoria Sponge

www.victoria-sponge.net

Sent from my iPhone

Amanda Brubaker

From: Karen Herring <kherring@bourtonmeadow.bucks.sch.uk>
Sent: 04 March 2015 15:24
To: Amanda Brubaker
Subject: Maypole Dancing Friday 1st May 2015

Importance: High

Hi Amanda,

At Bourton Meadow we have been thinking about the maypole dancing this year and have an idea.

We would like to offer to host at our school. We have a big field and lots of facilities. It goes without saying that Bourton Meadow will enter 3 groups again and Grenville (now linked to BMA) will also attend. We could get a healthy crowd attending from our parent base as well.

We would still invite you to ask all local primary school such as Buckingham Primary, Roundwood, steeple etc. The more the merrier.

Our PTA could offer refreshments and we could invite the press again and Buckingham School pupils to video it.

This year we would like to crown May King and Queen's and thought others schools attending might like to do the same.

We thought that having in the afternoon would work well say 2pm.

Please let me know your thoughts,

Kind Regards
Karen

Kind Regards

*Karen Herring
Bourton Meadow Academy*

Tel: 01280 823374 (Option 3)

Mob: 07967 580540

Email: kherring@bourtonmeadow.bucks.sch.uk

Buckingham Christmas Parade Balance sheet 2014

Income

Aldi
 Waitrose street collection 29 Nov
 M & Co collection 29th NovDec
 Bucking Town Council
 Waitrose Community Matters

91.49
 97.29
 27.86
 2975
 347

Outgoings

Andy Uniform
 Jeff Travel
 Milton Kenyes Pipe Band
 The Oxford Caledonian Pipe band
 The Shires RBL Youth Band
 Brackley and district Band
 The Earl of Northampton
 Black Diamonds Majorettes
 Christmas Parade Signs
 Cash prizes
 Rosettes
 Circus unlimited Mr J Mount
 Phillips Print Patrick
 Stottex Ltd Buckets
 High Viz Vests
 Ted for uniforms
 Seahawks
 PA system BTC
 Frame Art Display
 Photographer
 Swan 138.95 + 72.21

18 Paid
 185 Paid
 360 Paid
 350 Paid
 250 Paid
 350 Paid
 90 Paid
 80 Paid
 £82 Paid
 445 Paid
 106.44 Paid
 200 Paid
 18.84 Paid
 24.85 Paid
 189.6
 77 Paid
 6 Paid
 80 Paid
 100
 211.16 Paid
 3223.89
 314.75

Closing balance

Amanda Brubaker

From: White, Helen <HWhite@aylesburyvaledc.gov.uk>
Sent: 11 March 2015 09:12
To: 'events@buckingham-tc.gov.uk'
Subject: Buckingham Junior Parkrun Enquiry

Dear Amanda

I am hoping you may be able to help me with a query I have about setting up a Junior Parkrun in Buckingham. You may be aware that there is already an adult Parkrun in Buckingham on Saturday mornings in Heartlands that is a free 5k run that anyone can attend. We are hoping to start a Junior version of the event soon which will be a 2k run on Sundays at 10am and were wondering if Buckingham Town Council would like to work in partnership in setting up the event? It costs £3000 to get the license to run the event and we were wondering if Buckingham Town Council were able to contribute any funds towards the fee?

The route will be part of the same route that the adult Parkrun takes through Heartlands but I can confirm whether the proposed route will be on your land or ours once I have heard from the gentleman working on setting up the event.

I am happy to get together and discuss this further if you think it is something that Buckingham Town Council would be interested in supporting.

I look forward to hearing from you.

Kind regards

Helen White
Community Development Officer (Delivery)
Aylesbury Vale District Council
The Gateway
Gatehouse Road
Aylesbury
Bucks
HP19 8FF
Tel: 01296 585195
Mobile: 07843311858
www.aylesburyvaledc.gov.uk

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Amanda Brubaker

From: Robain, Jackie <JRobain@aylesburyvaledc.gov.uk>
Sent: 09 March 2015 16:00
To: 'Amanda Brubaker'
Cc: andrew.mahi@btopenworld.com; 'Stuchbury, Robin - (County Councillor)'
Subject: RE: Buckingham Charter Fair 2015

Hi Amanda,

The Quote for this year's charter fairs will be £ 729.24 + vat per day
 This is based on a quote of £607.70 + vat to which we have added a 20% administration fee to cover our contract costs and overheads
 Please advise if this is acceptable.

Kind regards

Jackie Robain
 Senior Community Spaces Officer
 Aylesbury Vale District Council
 18 Pembroke Road
 Aylesbury
 HP20 1DG
 01296 585076
 Visit us at www.aylesburyvaledc.gov.uk

For all enquiries regarding our contracted Horticultural & Street Cleansing Services please visit:
<http://www.johnconner.co.uk/our-clients/aylesbury-vale-district-council>

From: Amanda Brubaker [<mailto:events@buckingham-tc.gov.uk>]
Sent: 18 February 2015 09:12
To: Robain, Jackie
Cc: andrew.mahi@btopenworld.com; 'Stuchbury, Robin - (County Councillor)'
Subject: Buckingham Charter Fair 2015

Hi Jackie

Please can you quote for the collection and disposal of rubbish and litter for the charter fair as soon as possible.

The dates for the Charter Fair this year are Saturday 17th October and Saturday 24th October.

Regards

Amanda

Amanda Brubaker
 Events Co-Ordinator
 Buckingham Town Council
 Tele: 01280 816426
 Mobile: 074 3681 2415

Email: events@buckingham-tc.gov.uk
 Web Site www.buckingham-tc.gov.uk

EVENTS 2015

Event	Lead Cllr	Deputy
March		
April		
Sun 19th	Ruth Newell	
May		
Thurs 1st	Ruth Newell	Paul Hlirons
Sun 24th	Robin Stuchbury	Andy Mahi/Terry Bloomfield
June		
Sat 13th	Andy Mahi	Robin Stuchbury
Sun 14th	Andy Mahi	Robin Stuchbury
Mon 15th		
Tues 16th	Andy Mahi	Robin Stuchbury
Weds 17th	Lisa O'Donoghue	Andy Mahi
Thurs 18th	Andy Mahi	Jon Harvey/Robin Stuchbury
Fri 19th		
Sat 20th	Robin Stuchbury (Music Night)	
July		
Sun 12th		
TBC		
August	Terry Bloomfield	
Sun 30th	Robin Stuchbury	Andy Mahi/Terry Bloomfield
September		
Sun 13th		
October		
un 4th		
Fri 16th	Robin Stuchbury	Andy Mahi
Fri 23rd	Robin Stuchbury	Andy Mahi
TBC		
Sat 31st	Lisa O'Donoghue	

Please note that we will not be putting on events every day of the week, as other organisations like to get involved.

Sat 31st	Bonfire & Fireworks	Andy Mahi	
November			
Sat 28th	Christmas Light Switch On		
December			
Sat 12th	Christmas Parade	Howard Mordue	
Sat 12th	Community Fair	Rob Lehmann	Terry Bloomfield

TIC Daily Enquires 14/15

Buckingham Monthly Visitor & Accommodation Statistics 2014-15

Buckingham	Personal		Personal	Postal	Telephone	Fax	Email	Local bookings			
	Walk-in visitors	Walk-in overseas visitors	Letters received	Calls received	Faxes received	Emails received	Total number of enquiries	Local bookings	Telephone bookings	Bed nights booked	Total People booked
April	2,446	93	0	103	0	2	2,644	0	0	0	0
May	2,890	112	0	121	0	9	3,132	1	0	2	2
June	2,370	128	0	151	0	5	2,654	1	0	4	2
July	2,726	232	0	128	0	2	3,088	0	0	0	0
August	2,896	221	0	111	0	7	3,235	0	0	0	0
September	2,843	147	1	129	0	3	3,123	2	0	4	4
October	2,673	64	0	125	0	0	2,862	0	0	0	0
November	2,098	42	0	96	0	0	2,236	0	0	0	0
December	1,776	38	0	81	0	2	1,897	0	0	0	0
January	2,325	42	2	123	0	4	2,496	1	0	4	2
February	2,029	67	0	91	0	4	2,191	0	0	0	0
March	0	0	0	0	0	0	0	0	0	0	0
Total	27,072	1,186	3	1,259	0	38	29,558	5	0	14	10

DATE	MUSEUM				TOURIST INFORMATION CENTRE				
	Adults	Children	Families		TOTAL	UK Local	Wider UK	Overseas	TOTAL
			Tickets*	Number					
2015									
Jan **	115	41	8	32	188	1,265	1,065	42	2,372
Feb	174	62	14	56	292	1,063	976	67	2,106
Mar					0				0
Apr					0				0
May					0				0
Jun					0				0
Jul					0				0
Aug					0				0
Sep					0				0
Oct					0				0
Nov					0				0
Dec					0				0
TOTALS	289	103	22	88	480	2,328	2,041	109	4,478

* Family tickets are for up to five people (2 adults and up to 3 children)

** Museum closed for 11 days for new lights installation

Value of local bookings	Incoming BABA				Value of local bookings & BABA	Outgoing BABA			
	Incoming BABA Bookings	Incoming BABA Bed nights	Incoming BABA People booked	Incoming BABA value		Outgoing BABA Bookings	Outgoing BABA bed nights booked	Outgoing BABA people booked	Outgoing BABA value
0.00	0	0	0	0.00	0	0	0	0.00	
70.00	0	0	0	0.00	0	0	0	0.00	
120.00	0	0	0	0.00	0	0	0	0.00	
0.00	0	0	0	0.00	0	0	0	0.00	
0.00	0	0	0	0.00	0	0	0	0.00	
170.00	0	0	0	0.00	0	0	0	0.00	
0.00	0	0	0	0.00	0	0	0	0.00	
0.00	0	0	0	0.00	0	0	0	0.00	
0.00	0	0	0	0.00	0	0	0	0.00	
220.00	0	0	0	0.00	0	0	0	0.00	
0.00	0	0	0	0.00	0	0	0	0.00	
0.00	0	0	0	0.00	0	0	0	0.00	
580.00	0	0	0	0.00	0	0	0	0.00	

BUCKINGHAM ASSOCIATION

Minutes of meeting held Wednesday 4 March 2015

Present: Stéphanie Scrase (Chairman), Cllr Paul Hiron, Janet May, John Murray, Cllr Christine Strain-Clark, Sue Watkins, Jane Mordue (Secretary)

1. **Apologies for absence** - Cllr Terry Bloomfield, Derek Carpenter, Cllr Howard Mordue, Cllr Ruth Newell
2. **Minutes** of the meeting held Wednesday 7 January 2015 were agreed and signed.
3. **Matters arising** - none
4. **Young people**
 - 4.1 Visit by College in Mouvaux to Royal Latin School, Akeley Wood and Stowe, 19 May 2015 (Linda Emary RLS/Nora Amirat C vdM/? Akeley WS) Arrangements were being finalised and the group would be in the schools until 1.30 pm and then leave for a visit to Stratford.
5. **News and general updates: Buckingham, Mouvaux, Neukirchen-Vluyn**
 - 5.1 **Neukirchen's** proposals discussed with Buckingham at planning meeting February 2015. See below for detail.
 - 5.2 **New twinning association for Mouvaux** – just being finalised, news still awaited.
6. **Events**
Buckingham/Mouvaux/Neukirchen Vluyn organisers' names given in brackets
 - 6.1 **Review**
 - 6.1.1 **Exchange** between the Silverstone University Technical College and Julius-Stursberg Gymnasium, Neukirchen-Vluyn, February 2015 (Melanie Scudamore/Christian Berges)
Noted that both German teachers at RLS were leaving which might reduce the future number of RLS pupils studying German. The link with UTC Silverstone was important to nurture.
 - 6.1.2 **Coffee & Croissants + Topfkuche** at The Old Gaol, Sat 7 February 2015
A very enjoyable event with good business on both the membership stand and the coffees. Agreed the event should be repeated in 2016 when table service downstairs might be introduced.
 - 6.2 **Future Events**
 - 6.2.1 **Salon des Artistes** 10-19 April 2015
Stephanie reported that Clare Tebboth of BAFA had forwarded artwork details to Mouvaux. Stephanie would kindly take and bring back the artworks, to ensure safe handling.
Action: Stephanie Scrase
 - 6.2.2 **Small group visit from Neukirchen-Vluyn**, Ascension weekend, Thurs 14 to Sunday 17 May 2015
Now seemed unlikely to take place as leads not available.
 - 6.2.3 **Bastille Day Boules** competition, Buckingham, Tuesday 14 July 2015
Stephanie would discuss usual arrangements with Ron Gleeson including marshalls, wine and music. She had arranged for (another) Stephanie to provide the BBQ. Howard would be asked to organise the sand and Sue Watkins would ask Chris James for straw bales. The PA system from the town council would be requested. John Murray would help marshall and Janet May volunteered to help.
Action: Stephanie, Ron Gleeson, Howard Mordue, Sue Watkins
Others who might be asked if they would like to help: Sheila Handley, Valerie Shaw, Rosemary Stuchbury, Lionel Weston.
 - 6.2.4 **Party for BTA members** – summer 2015
A date was discussed but subsequently found to be not suitable so will be re-arranged.
 - 6.2.5 **'Castles and Gardens of the Rhine'** Fri 11 to Sun 13 September 2015
A small group visit to Germany was offered by Neukirchen-Vluyn, staying with host families. Numbers requested by end June. Take 10-15 people in a minibus so just cost of hire/fuel/ferry. Agreed to put in the Advertiser (JM to ask RN). **Action: Jane, Ruth Newell**
Members expressed interest: Stephanie and Henry Scrase, Sue and Steve Watkins, Paul and Valerie Hiron. Sue and Jane to phone round members and others who might be interested.
Action: Sue Watkins and Jane Mordue

- 6.2.6 **Harvest Festival in Neukirchen, 19,20 September**
A stall of typical Buckingham produce was requested plus a music act. Contact Lisa Turan but see also Martinsmarkt below. Action: Jane
- 6.2.7 **Visit Flandres, 25,26,27 September 2015**
A small group visit to explore Flanders and visit its heritage and culture was offered by Mouvaux. Numbers to be confirmed by 15 August. Jane to contact members. Action: Jane
- 6.2.8 **Inter Twin Town Tennis Tournament, Neukirchen Vluyn September 2015**
Sue was awaiting reply from Buckingham Tennis Club.
- 6.2.9 **Vluyn's St Martins Market 7, 8 November 2015**
Following demise of N-V Christmas market, this might be an opportunity to do a pre-Christmas stall in Germany. Ask Lisa Turan and Sandra Truscott +? If they are interested.
Action: Jane
- 6.2.10 **AGM and Film**
Agreed to hold on Tuesday 24 November 2015 and request University for use of Sunley Lecture Theatre. A possible film to show is, 'Le Prénom'. Action: Stephanie
The possibility of holding further Film Nights would be kept under review. Although attendance was not large, those who were there did enjoy them.
- 6.2.11 **Mouvaux Christmas market 4-6 December 2015**
Stephanie had begun buying stock already! Home made products were popular and Paul Hirons would investigate a source of home made jams/chutneys. Also plastic bags from the Town Council and/or the Buckingham Bag. Action: Paul Hirons
- 6.2.12 **Buckingham Christmas Parade and Community Fair Saturday 11 December 2015**
Agreed to do one or the other and Mouvaux would be asked if they would like to participate again. If there was a stall at the Community Fair, a gimmick was required. Ideas included approaching firms in town with an interest in France/Germany/travel e.g. Vétoquinol or even Thomsons Travel.
- 6.2.13 **Lions Clubs of Winslow (incorporating Buckingham) and Neukirchen-Vluyn**
Howard was following up possibility of links, especially re beer! Noted that Winslow had no German twinning link so not intruding. Action: Howard
7. **Finance Report**
The account stood at £2454.08 with the coffee and croissants figures to be provided.
Action: Howard
8. **Membership report**
An update to be requested at the next meeting following a good response at the Old Gaol in February.
9. **Communications**
Newsletter
Ron Gleeson to be invited to prepare next newsletter for April. Action: Stephanie, Ron
Club Voice
Ruth Newell would send in an article; Jane to give her information. Action: Jane, Ruth
Website
Geoffrey Shaw was keeping this up to date but had noted that the Facebook page was not.
Facebook
Christine Strain Clark kindly offered to liven this up and members were requested to send her photographs. Action: Christine Strain Clark and all
10. **Any Other Business**
- 10.1 **New committee members**— possible new members of the committee were discussed.
Action: Stephanie
11. **Date of next meeting** **Wednesday 6 May 2015 at 7.30 p.m.**