

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 23rd March 2015** in the Council Chamber, Cornwalls Meadow, Buckingham at 7.00pm

Present: Cllr. T. Bloomfield
 Cllr. H. Cadd
 Cllr. Mrs. G. Collins
 Cllr. D. Isham
 Cllr. A. Mahi - Chairman
 Cllr. H. Mordue
 Cllr. L. O'Donoghue - Town Mayor
 Cllr. M. Smith
 Cllr. Mrs. C. Strain-Clark
 Cllr. R. Stuchbury - Vice Chairman

Also attending

Mrs. A. Brubaker Events Co-ordinator
 Mrs. C. Robson Deputy Town Clerk
 Mrs. C. Bolton Committee Clerk

Before the start of the meeting Councillors stood for 1 minutes silence as a mark of respect for recently deceased Rosemary Heywood.

803/14 Apologies for Absence

Apologies were received and accepted from Cllr Newell.

804/14 Declarations of Interest

None

805/14 Minutes

The minutes of the meeting held on Monday 2nd February 2015 ratified at Full Council on 9th March 2015 were received and accepted.

805/14 Action List

Cllr Stuchbury asked for an update on the entertainment licence, The Deputy Town Clerk reported there were changes due this calendar year and he would bring the item back to committee as soon as he could.

Cllr Strain-Clark requested an update on the compilation of venues with disabled access. The Deputy Town Clerk said he now had responses and would circulate the list for the next meeting. **ACTION: DEPUTY TOWN CLERK/MAY AGENDA**

Cllr Strain-Clark reported to Members that she had received a letter addressed to her personally from AVDC about consultation on the proposed new toilets in Buckingham; Cllr Collins confirmed the Community Centre had received the same letter. Members were concerned that AVDC had taken the route through individuals or organisations rather than through the Town Council Office. It was not clear which organisations had been consulted, Members certainly felt that organisations such as Shop Buckingham, Waitrose, Shop Mobility and the Landlords of the proposed site should be consulted.

Members AGREED the TC&E Committee was not the appropriate Committee for discussion and further discussion should take place at Full Council.

ACTION: MAY FULL COUNCIL AGENDA

807/14 Markets

To receive a written report from the Deputy Town Clerk

The Deputy Town Clerk reported income from both the Flea Market and Street market was down on previous years. A number of casual traders had been to the street market but then not subsequently returned.

Cllr Smith suggested looking into some kind of discounted retention scheme for traders to stay a minimum period.

Cllr Stuchbury stated that it may be beneficial to leaflet and discuss with traders on Milton Keynes market who may have colleagues looking for a new outlet.

ACTION: DEPUTY TOWN CLERK

806/14 Budgets

806.1 To receive the latest budget figures
Received.

806.2 To discuss and agree any changes to 2015/16 budgets

Member **AGREED** the following budget headings to be rolled over or transferred to earmarked reserves:

Cost Centre	Account Code	Budget Heading	Sum	Action
301	4078	New Signs	400.00	Earmarked
301	4202	Firework Display	1,468.00	Earmarked
301	4232	Barriers for Events	200.00	Earmarked
303	4260	Twinning	2,000.00	Earmarked
302	4235	Market Infra	1,532.00	Earmarked
301	4104	Town in Bloom	887.00	Roll over
301	4228	Entertainments	470.00	Roll over
301	4079	Fair Trade Prom	182.00	Roll over

807/14 Markets

To receive a written report from the Deputy Town Clerk

808/14 (792/2/14) Planters

Proposed by Cllr Hirons, 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.

Discussed at item 9.

809/14 Best Kept Village Competition

To receive the rules of entry for information

Councillors discussed that AVDC should be reminded to tidy up not only the car park but all areas of the town they are responsible for.

The Events Co-ordinator confirmed that all areas of the town are judged under the competition, which takes place in June.

Members **AGREED** to write to AVDC reminding them of their responsibilities including that of principal feature 1d in the competition – conservation areas.

ACTION: EVENTS CO-ORDINATOR

810/14 Planters and hanging baskets

To receive a written report from the Events Co-ordinator

Members **AGREED** the following:
Planters proceed with company 2 for a 3 year contract.
Hanging Baskets 3 year contract with Preston Bissett nursery.

811/14 Forthcoming Events

To receive verbal updates from the Events Co-ordinator:

Buckingham Fringe week

The Events Co-ordinator reported the Fringe week was so far booked with the following events:

Saturday 13th June – Jazz Band outside the Old Gaol and a Roald Dahl festival Event

Sunday 14th June – Comedy night

Tuesday 16th June – Cream Teas at Villiers and the Oxford Fiddlers Group

Wednesday 17th June – Youth project hosted by The Buckingham School featuring a project focussing on dreams and dream time, exhibited in art work, drama and dance.

Thursday 18th June – Karaoke at the Whale pub

Friday 19th June – a bat and newt walk, to be confirmed

Saturday 20th June – Moretonville Football tournament and Civic Day.

Colin Saunders would also be arranging a music event for local bands as a tribute to the recently deceased local drummer Tom Dewhurst.

Members then discussed the possibilities of filming and making pod casts to be placed on various websites and social media pages to encourage advertising. It was felt that it would be good to attract the young people of the town to get involved in the project. The Events Co-ordinator would contact the University and local schools to gauge interest.

Spring Fair

The Events Co-ordinator reported the event was filling up, with only 4 more stalls available. The Bucks/Oxfordshire/Berkshire Wildlife Trust would be attending and doing displays aimed at children. Set up for the event would be from 9am, The Events Co-ordinator requested helpers at 8.30am.

Comedy Night

Confirmed date 17th May – comedian/magician Pete Firman.

812/14 Event Reviews

Food Fair

To receive a written report from the Events Co-ordinator

The event had gone well, held on one day this year and although footfall was down the CAB had raised £105 from refreshment sales. The Events Co-ordinator suggested having different charitable organisations each year providing refreshments.

Pancake Race – to receive a verbal update from the Events Co-ordinator

A very high attendance reported this year, the weather was good and being held in half term attracted more people.

813/14 May Day

To receive and discuss an email from Bourton Meadow Academy

Members felt the event should be held at the Church for 2015; the Events Co-ordinator would discuss ongoing events with the school.

ACTION: EVENTS CO-ORDINATOR

814/14 Access

To receive a verbal update from Cllr Strain-Clark
Cllr Smith reported the re-launch of Access for All on Tuesday 14th April at 10am in the Well St Centre.
Cllr Stuchbury expressed annoyance at the lack of disabled access on footways on the Lace Hill development, some entrance and exits to the estate were via steps. Members **AGREED** access should be placed on the Planning agenda as a regular item.
ACTION: APRIL PLANNING AGENDA

815/14 (690/15) Christmas Parade

To receive a balance sheet for information
Members were wholly dissatisfied with the 'balance sheet'. The information showed no opening balance, no charitable collection amount and no transaction for the PA system which the Christmas Parade Committee was supposed to pay for.
Members required a complete and proper balance sheet, answers were to be reported to the Resources Committee.
ACTION: EVENTS CO-ORDINATOR/APRIL RESOURCES COMMITTEE

816/14 Buckingham Junior Parkrun

To receive and discuss an email request from AVDC
Members noted the email, **AGREED** to support the run but we not able to give budgetary assistance.

817/14 Charter Fair

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

818/14 Ownership of Events

To receive the updated list for information
Members discussed updates on some of the events. The Events Co-ordinator would re-circulate the spreadsheet.
ACTION: EVENTS CO-ORDINATOR

819/14 Visitor Information Centre

To receive the latest visitor and accommodation statistics
Noted

820/14 Twinning

To receive the minutes of a meeting held 4th March 2015
Members noted the next Twinning event would be in 2016. Discuss at the next meeting.
ACTION: MAY AGENDA

821/14 News Releases

Hanging baskets and Planters.

Members **AGREED** that the Town Clerk write to Tourism South East to express the Council's thanks for their service and support to the town.
ACTION: TOWN CLERK

822/14 Chairman's items

Cllr Mahi thanked all Members of the committee for their support during his year as Chair.

823/14 Date of the next meeting: Tuesday 26th May 2015

Meeting closed at 8.30pm

Signed Date
Chairman