

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on Monday 5th September 2022 at 7.10pm in the Council Chamber at Cornwalls Meadow, Buckingham

Present:	Cllr. F. Davies	Vice Chair
	Cllr. S. Hetherington	
	Cllr. A. Mahi	
	Cllr. L. O'Donoghue	
	Cllr. R. Stuchbury	Chair
	Cllr. R. Willett	
Also attending:	Mrs. L. Stubbs	Interim Deputy Town Clerk
	Mrs. A. Brubaker	Events Co-ordinator
	Ms. P. Cahill	Committee Clerk

No members of the public attended and so there was no public session.

237/22 Apologies for Absence

Apologies were received and accepted from Cllr. Ahmed, Cllr. Gateley, Cllr. Schaefer and Mr. D. Jones.

238/22 Declarations of interest

There were none.

239/22 Minutes

Members received the minutes of the Town Centre and Events Committee meeting held on 13th June 2022 and received at Full Council on 18th July 2022.

240/22 Action list

Members received action reports and updates.

Access: Cllr. Stuchbury noted that we are awaiting a response regarding the damage in the town. A copy of any received response will be circulated to members. Cllr. Davies Proposed that Cllr. Stuchbury and Cllr. Davies will follow up the response. Cllr. O'Donoghue Seconded. Members unanimously **AGREED**.

Comedy night: Officers are investigating Tanlaw Mill as an alternative venue for the comedy night. The event will be tailored to the budget, and it is proposed that the event will take place in January, as January has historically been the most successful month for a comedy night.

241/22 Budget

Members received and noted the latest budget figures.

Members agreed to promote the success and growth of the market and the work of the Market Manager. The Interim Deputy Town Clerk confirmed that this is in the next publication of the Buckingham Town Matters newsletter.

Ear-marked reserves – Cllr. Stuchbury queried whether Tourism Leaflets should be presented in red. The Interim Deputy Town Clerk explained that this is part of the Communications Strategy Group budget. Cllr. Stuchbury asked why this was the case, the Interim Deputy Town Clerk will look at the history of this arrangement.

ACTION INTERIM DEPUTY TOWN CLERK

242/22 Updates from Representatives on Outside Bodies

Members received verbal updates from Councillors.

243/22 Youth Council

Members received verbal updates from the Interim Deputy Town Clerk.

The Interim Deputy Town Clerk will contact local schools when they open. There are no firm plans to date.

244/22 Loss of BBC Oxford

Motion: Cllr. Stuchbury

The motion was not put forward. Members agreed to write in strong terms to the BBC expressing concerns regarding the closure and to circulate a press release to show that Buckingham Town Council is against the closure of BBC South Today Oxford, highlighting the positive impact on local events advertised on the station.

Cllr. Hetherington noted that Three Counties Radio are also under threat.

Cllr. Davies informed members that two regional programmes were closing: BBC Oxford and BBC Cambridge; these will be merged with BBC Southampton and BBC Norwich respectively.

ACTION TOWN CLERK

245/22 Best Kept Village Results

Members noted the results and discussed the judges' comments.

Members noted that most of the points lost were out of Buckingham Town Council's control/remit.

Members agreed to encourage the owners of these areas to tidy them up. Cllr. Davies suggested writing to owners and putting out a general press release regarding the outcome of the competition and encouraging the entire community to come together to make the town shine.

ACTION EVENTS COORDINATOR

The Committee passed on thanks to the Green Spaces Team for their hard work.

246/22 Bardic Trial

Members received a report from the Town Clerk.

It is recommended that members note this report and continue to offer moral support to the Bardic Council.

Cllr. O'Donoghue Proposed accepting the recommendation. Cllr. Willett Seconded. Members unanimously voted to **AGREE** the recommendation.

247/22 Art in the Market: Autumn event

Members received a report from the Interim Deputy Town Clerk.

It is recommended that Art in the Market be hosted a second time on Tuesday 25th October (during the October schools' half-term) from 1pm to 5pm. It is recommended that the additional art materials are funded from **One off events 303/4273**.

The event was successful with detailed coverage from BBC South. There was a good turnout for a relaxing event with visitors from Ukraine, Zimbabwe, and the Philippines.

Cllr. O'Donoghue Proposed accepting the recommendations. Cllr. Willett Seconded. Members unanimously voted to **AGREE** the recommendations.

248/22 Forthcoming events

248.1 Members noted the dates of forthcoming events:

Event	Date	Time	Location
Dog Show	Sunday 11 th Sept	11:00 – 15:00	Bourton Park Paddock
<i>Three-year sponsorship has been agreed from Woofs and Washes and Kimberly Cox and banners have been purchased.</i>			
<i>Cllr. O'Donoghue encouraged members to attend the event.</i>			
<i>Members agreed that Cllr. O'Donoghue will provide a quote for the press release.</i>			
<i>Cllr. Try will be acting as MC this year.</i>			
River Rinse 1 & 2	Sunday 25 th Sept Sunday 9 th Oct	10:00 – 12:30	1: Begins at University of Buckingham 2: Begins at Bourton Park
<i>Aim to go a little further than Fishers Field this year if it is possible.</i>			
<i>Members agreed to a press release the following week.</i>			
<i>The 'tyre' video from last year's River Rinse and the subsequent donation to a school could be included in publicity.</i>			
Art in the Market: Autumn event	Tuesday 25 th Oct	13:00 – 17:00	Town Centre
Halloween Disco	Friday 28 th Oct	18:00 – 21:00	Lace Hill Sports & Community Centre
Charter Fair 1 & 2	Saturday 15 th Oct Saturday 22 nd Oct	13:00 – 23:00	Town Centre
<i>Cllr. Stuchbury encouraged members to make themselves available if possible from 8am.</i>			
<i>The Events Coordinator will invite all Councillors to support the event. High visibility jackets are available from the Council.</i>			
<i>A meeting will take place with the Showman to discuss any planned changes.</i>			
<i>Members of the public, businesses and residents affected by the road closures will receive advance written warning. Signs will be in place at all entrances to Buckingham three weeks before the event and large signs will be placed in the town to inform the public about the No Parking order.</i>			
Bonfire and Fireworks	Saturday 5 th Nov	18:00 – 20:00	Bourton Park Paddock
<i>Fireworks have been booked.</i>			

<i>Recommendations from last year are being considered and will be presented at the October meeting.</i>			
Remembrance Day	Sunday 13 th Nov	10:30 – 12:00	Town Centre
<i>Information regarding the screen will be presented at the October meeting.</i>			
Winter Fair	Sunday 20 th Nov	14:30 – 16:00	Lace Hill Sports & Community Centre
Christmas Lights Switch On	Saturday 26 th Nov	18:00 – 20:30	Town Centre
Christmas Parade	Saturday 10 th Dec	10:30 – 12:00	Town Centre
<i>The Events Coordinator will request a breakdown of how the funding from Buckingham Town Council has been spent. She asked members to consider helping with the road closure at the event as 40 volunteers are needed.</i>			
Community Fair	Saturday 10 th Dec	11:45 – 14:30	Buckingham Community Centre

ACTION EVENTS COORDINATOR

Cllr. O'Donoghue pointed out that the Local Democracy event is not listed. It will take place on Friday 14th October 2022 and the Events Coordinator is the lead officer for the event. The Events Coordinator will be contacting Buckingham Secondary School and The Royal Latin School to make the necessary arrangements.

248.2 Members received a report on lead officers for events until the end of 2022.

249/22 Event reviews

Members received reports from relevant officers:

Fringe Week – It is recommended that the report be noted. It is recommended that the Fringe Week continues with a week of events to suit all ages and abilities and that we continue to work with outside organisations to provide this. Cllr. O'Donoghue Proposed accepting the recommendations. Cllr. Willett Seconded. Members unanimously voted to **AGREE** the recommendations and note the report.

Outdoor Theatre – Members **AGREED** to note the report.

Basketball – It is recommended that the Town Council continues to fund the summer sessions as it is a popular event for children and young people in the town. It is recommended that next year the Council funds two extra sessions for the older group (13yrs upwards), on a second day of the week, in Chandos Park. This would cost an estimated £240 to be paid for from 901/9013 – EMR Youth Projects. Cllr. O'Donoghue Proposed accepting the recommendations. Cllr. Willett Seconded. Members unanimously voted to **AGREE** the recommendations.

Play Around the Parishes – It is recommended that the Town Council continues to fund the sessions as it is a popular event for children, not only in the town, but from the surrounding

area. Cllr. O'Donoghue Proposed accepting the recommendation. Cllr. Willett Seconded. Members unanimously voted to **AGREE** the recommendation.

Buckingham in Bloom - It is recommended that next year Buckingham in Bloom includes a Community Garden Category as this was quite popular in the past and places such as Brooks Court and Paynes Court will be able to enter as one. Cllr. O'Donoghue Proposed accepting the recommendation. Cllr. Willett Seconded. Members unanimously voted to **AGREE** the recommendation.

BandJam – The Events Coordinator gave a verbal update: A successful event with mild weather, a good turnout, and good bands. Security was excellent and the feedback from the public has been wholly positive. The event did overrun slightly, and this will be looked at for next year. The Public Spaces Protection Order (PSPO) regarding alcohol in the town is relaxed for the event and written advice was received that notices could be temporarily covered. Concern was expressed by Cllr. Davies regarding this. The Interim Deputy Town Clerk will provide a report about the Buckingham Town Centre PSPO.

ACTION INTERIM DEPUTY TOWN CLERK

250/22 Community Fair

Members received a report from the Events Coordinator. It is recommended that Mr Bloomfield be invited to run the Community Fair this year. Members **AGREED** unanimously to accept the recommendation.

251/22 Christmas Light Switch On

Members received and noted a report from the Interim Deputy Town Clerk. Cllr. O'Donoghue asked if disabled seating could be situated in front of the stage as last year the view of the stage was blocked by people standing. The Interim Deputy Town Clerk informed members that the stage is a completely different shape and size this year – 2 ½m x 8m with a marquee over the top. This gives potential space at the sides that wouldn't be blocked. The Interim Deputy Town Clerk and Cllr. O'Donoghue will liaise regarding disabled seating.

252/22 Climate Emergency Action Plan

Members received and discussed updates to the Climate Emergency Action Plan.

253/22 News releases

BBC South closure
Best Kept Village
Dog Show
River Rinse

254/22 Chair's items

255/22 Date of the next meeting: Monday 24th October 2022

COMMITTEE IN PRIVATE SESSION

Exclusion of Public and Press

RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded. **AGREED.**

256/22 Fringe Brochure Review

Members received a report from the Interim Deputy Town Clerk. It is recommended that the 8-page Fringe week brochure is replaced with a trifold leaflet in 2023/24. It is recommended that the Fringe Week advertising banners are replaced in 2023/24. It is recommended that the Council does not purchase Fringe Week branded merchandise. Cllr. Davies Proposed accepting the recommendations. Cllr. Mahi Seconded. Members unanimously voted to **AGREE** the recommendations.

Meeting closed at 21:02pm

Signed

Date

