

TCE/03/23

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on Monday 25th September 2023 at 7.00pm in the Council Chamber at Cornwalls Meadow, Buckingham

Present:	Cllr. F. Davies	Vice Chair
	Cllr. J Harvey	
	Cllr. A. Mahi	
	Cllr. R. Stuchbury	Chair
	Cllr. R. Willett	
Also attending:	Ms. L. Stubbs	Deputy Town Clerk
	Mrs. A. Brubaker	Events Co-ordinator
	Ms. C. Molyneux	Town Clerk
	Ms. P. Cahill	Committee Clerk
Absent:	Cllr. Ahmed	
	Cllr. Gateley	
	Cllr. O'Donoghue	
	Cllr. Schaefer	

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

304/23 Apologies for Absence

Apologies were received and accepted from Cllr. Ahmed, Cllr. Gateley, Cllr. O'Donoghue and Cllr. Schaefer.

305/23 Declarations of interest

There were none.

306/23 Minutes

Members agreed the minutes of the Town Centre and Events Committee meeting held on 24th July 2023.

307/23 Budget

Members received and noted the latest budget figures.

Members received a report from the Deputy Town Clerk.

The Deputy Town Clerk confirmed that the Youth Project money has been spent on Buckingham Play Days and the summer basketball sessions.

It is recommended that members note and agree the changes to the budget line cost centres as part of the Town Centre & Events Committee budget in 2024–2025.

Members unanimously **AGREED** the recommendation.

308/23 Results of Best Kept Village

Members received the results of the Best Kept Village Competition.

Members received a report from the Events Coordinator.

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PUBLIC SECTOR EQUALITY DUTY 2010/CRIME AND DISORDER ACT, 1988: the decisions made during the course of the meeting were duly considered and it was decided that there were no resulting direct or indirect implications in respect of crime and disorder, or equalities considerations, other than those stated in the minutes.

Initial.....

It is recommended that the marking schedule showing the scores received is noted and discussed.

It is recommended that ways are looked at to try and improve the scores of the area that scored the lowest.

It is recommended that Buckingham Town Council enters the competition again in 2024.

Members discussed the results:

Disappointment was expressed that shops and pubs in the town were marked down when so many businesses look excellent.

Cllr. Harvey Proposed that we write to the Committee and request further feedback; we should also look at which town won and if there are any towns that consistently win.

Cllr. Mahi Seconded and Members unanimously **AGREED**.

ACTION EVENTS COORDINATOR

The recommendations were unanimously **AGREED**.

309/23 Hanging baskets and town centre planters

Members received a report from the Compliance and Projects Manager.

Recommendation: To cease seeking donations from local businesses towards the hanging baskets displayed on their premises and approve option 5.3 that the Council fully fund the Buckingham in Bloom project.

Members unanimously **AGREED**.

310/23 Swan Trail: end of project event

Members received a report from the Town Centre and External Facilities Manager.

It is recommended that Committee agree to host a Thank You event with stakeholders using the project underspend budget.

Members unanimously **AGREED** the recommendation.

311/23 Pancake Race 2024

Members received a report from the Events Coordinator.

It is recommended that the Pancake Races in 2024 are held on Thursday 16th February. It was noted that this date is incorrect: it should read Thursday 15th February.

The Events Coordinator explained that due to the community lunch at the Church, it is not suitable to hold the event on Shrove Tuesday.

Members unanimously **AGREED** the recommendation with the updated date.

312/23 Event reviews

312/23.1 Music in the Market.

It is recommended that the Town Council continues to support Music In The Market as it is enjoyed by families both young and old and brings people into the town from outside of Buckingham to enjoy the free event. They are also using the pubs, and shops such as Tesco Express which is open during the event therefore bringing income into the town.

Members unanimously **AGREED** the recommendation.

312/23.2 Buckingham in Bloom.

The competition proved to be successful, it is therefore recommended that the competition continues in 2024.

Members unanimously **AGREED** the recommendation.

Garden On A Plate Competition – As this is an event that includes all ages it is recommended that this is held again in 2024

The Events Co-ordinator will circulate the photographs of the entrants for Garden On A Plate.

ACTION EVENTS COORDINATOR

Members unanimously **AGREED** the recommendation.

Members recorded their thanks to Cllr. Davies, Cllr. Gateley and Cllr. Willett for taking part in the judging.

312/23.3

Fringe Week:

Jumble Sale, Market Entertainment, Family Fun Day, Art in the Market, Crafts at the Chantry Chapel, The Film Place Cinema, Now and Then Theatre, Buxopoly and Comedy Night.

It is recommended that the Fringe Week continues next year and that we include events that cater for not only children and families, but also teenagers as well as the elderly population.

Members thanked the staff for their commitment in putting on these events.

Cllr. Harvey Proposed that we ask the Fringe Committee to come up with a theme for next year. Cllr. Willett Seconded. Members unanimously **AGREED**.

ACTION EVENTS COORDINATOR

Members unanimously **AGREED** the recommendation.

312/23.4

Buckingham Play Days.

It is recommended that MK Play Association is booked again for 2024 as it provides all-day play sessions that local children can attend.

Cllr. Stuchbury Proposed a Press Release to express gratitude to MK Play Association and to inform the public that it is a Town Council event and will be held again in 2024. Cllr. Davies Seconded and Members unanimously **AGREED**.

ACTION DEPUTY TOWN CLERK

312/23.5

Summer Basketball.

Based on the ongoing success of the turn up and play basketball sessions it is recommended that we continue to fund these sessions in 2024.

Members unanimously **AGREED** the recommendation.

It is recommended that the Events Coordinator and Deputy Town Clerk talk with coach Jenner and decide whether to hold the extra sessions for the over 12s next year.

Members unanimously **AGREED** the recommendation.

312/23.6

Band Jam (verbal).

A well-attended event, including a visit from the National Chopper Club.

Cllr. Stuchbury Proposed that we write and thank the Club for coming to the town. Cllr. Davies Seconded. Members unanimously **AGREED**.

ACTION EVENTS COORDINATOR

Members unanimously **AGREED** that a Band Jam report will be brought to a future meeting.

ACTION EVENTS COORDINATOR

312/23.7

Dog Show.

Members noted the report.

313/23 Christmas Lights Switch On

Members received a report from the Deputy Town Clerk.

It is recommended that Members agree to the hire of Gwynhaff, or a similar interactive sculpture, from Festive Road, as part of the 2023 Christmas Lights Switch On event.

Cllr. Stuchbury Proposed, Cllr. Davies Seconded and Members unanimously **AGREED** the recommendation.

314/23 Bonfire and Fireworks

Members received a report from the Deputy Town Clerk.

It is recommended that Members note this report and the estimated costs listed.

Members unanimously **AGREED** the recommendation.

315/23 Motion: Cllr. Stuchbury re. visitor economy

Committee Members to read the report and agree any actions to be taken.

315/23.1 Cllr. Harvey Proposed that we write stating that we note the report and would like to highlight the work that Buckingham Tourist Information Centre are doing. We would like this information included in their visitor economy strategy for Buckinghamshire and ask that they contact us so that we can work together on this. Cllr. Stuchbury Seconded and Members unanimously **AGREED**.

ACTION DEPUTY TOWN CLERK

316/23 Skate park

Members received a report from the Deputy Town Clerk.

It is recommended that, if no launch event occurs for the new skate park once it is built, Buckingham Town Council considers inviting Buckinghamshire Council to take part in a joint launch event for the new skate park in summer 2024.

Members discussed the timing of an event and expressed interest in an Easter Holiday date if possible. A report will be brought to a future Committee meeting.

ACTION DEPUTY TOWN CLERK

317/23 Updates from representatives on outside bodies

On Friday Cllr. Stuchbury, with colleagues, is starting a review into the lack of progress in medical provision.

Cllr. Willett has today circulated a report for Buckingham Youth Centre's AGM.

318/23 The role of the lead councillor

Members received a report from the Town Clerk.

It is recommended that Members note and discuss this report.

Cllr. Stuchbury suggested agreeing the recommendation for this Committee and recommend that this recommendation goes to Full Council.

The Town Clerk clarified that this report is specific to events and to this Committee.

Members **AGREED** that this is added to Full Council to note only.

The Chair recorded their thanks to the Town Clerk for the report.

319/23 Calendar of events

Members received the current calendar of events.

Members received a report from the Deputy Town Clerk.

It is recommended that members note and agree the proposed events list for 2024 – 2025. The Local Democracy event is now delayed due to the availability of the schools, and will no longer take place on 10th October.

Members unanimously **AGREED** the recommendation.

Cllr. Harvey Proposed that we find some space in the next year for a 'Good Endings' fair. The Town Clerk suggested putting a Motion to this effect on the next Town Centre and Events Committee agenda. Cllr. Harvey and Members **AGREED**.

Cllr. Harvey asked that an amendment is made regarding the length of time that the Pride flag is raised, from one day to a whole month, and that the flag is updated to the newest version.

The Town Clerk informed Members that the raising of the flag on 1st June every year for a day was agreed at Full Council (minute 22/22). The flag we have is the internationally recognised flag and is on the government approved list of flags. Planning permission may need to be sought to raise a different flag.

Members **AGREED** that the Deputy Town Clerk will provide a report for the next Committee meeting.

ACTION DEPUTY TOWN CLERK

320/23 Action list

Members received action reports and updates.

321/23 Access

Members considered the use of the Accessibility budget (173/23).

Members received a report from the Deputy Town Clerk.

It is recommended that Members agree to the purchase of a Gazebo with sides, quiet zone banner signage and items for four sensory backpacks, at a cost of approximately £759 to be paid from budget 306/4254 Accessibility costs.

Member unanimously **AGREED** the recommendation.

322/23 Climate Emergency Action Plan

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

323/23 News releases

Buckingham Playdays.

Cllr. Stuchbury Proposed, Cllr. Davies Seconded and Members unanimously **AGREED** a press release on the Christmas lights switch on date/event changes.

324/23 Chair's items

The Chair attended the funeral of Bernie Marsden. He thanked the Town Centre Manager for her help with the delivery of the Buckingham Swans at short notice.

325/23 Date of the next meeting: Monday 13th November 2023

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. Members unanimously **AGREED**.

326/23 Events contracts

Members received a report from the Deputy Town Clerk.

Meeting closed at 21:20

Signed Date