TCE/02/26

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on Monday 20th July 2026 at 7.00pm in the Council Chamber at Cornwalls Meadow, Buckingham.

Present:	Cllr. R. Ahmed	Vice Chair
	Cllr. T. Allen	
	Cllr. F. Davies	Town Mayor
	Cllr. J Harvey	
	Cllr. A. Mahi	
	Cllr. L. O'Donoghue	
	Cllr. R. Poppe	
	Cllr. R. Stuchbury	Chair
Also attending:	Ms. C. Molyneux	Town Clerk
	Ms. Z. Taylor	Deputy Town Clerk
	Ms. P. Cahill	Events Officer
	Mrs. A. Benoy	Committee Clerk
Absent:	Cllr. L. Draper	

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

153/26 Apologies for Absence
There were none.

154/26 Declarations of Interest
There were none.

155/26 Minutes
Proposed by Cllr. O'Donoghue, Seconded by Cllr. Davies and Members **AGREED** the minutes of the Town Centre and Events committee meeting from 1st June 2026.

156/26 Budget
Members received and noted the latest budget figures.

157/26 Forthcoming events
157/26.1 Members received and noted a report on Fringe Week from the Events Officer.

1.1 It is recommended that Members note the report.

The Fringe started today with many events taking place this week.

Cllr. Stuchbury Proposed thanks to the Events Officer, Seconded by Cllr. Ahmed and Members **AGREED**.

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.

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157/26.2 Members received and noted a report on Basketball sessions from the Events Officer.

1.1 It is recommended that Members note the report.

The Basketball sessions will run every Monday from now on until the end of August in Chandos Park for the younger children and then in Bourton Park for the older children.

157/26.3 Members received and noted a report on Buckingham Play Days from the Events Officer.

1.1 It is recommended that Members note the report.

This year's events will take place on Thursday 30th July, Wednesday 12th August and Tuesday 25th August. Play Days have traditionally been held on the same weekday; feedback last year suggested that this excluded some families from attending so the days this year are varied.

157/26.4 Members received and noted a report on Skate Park Jam from the Events Officer.

1.1 It is recommended that Members note the report.

Team Rubicon have come up with a few more ideas this year to enhance the event. They have some more special guests and a coaching element for newcomers. There is also a crowd prize and a Buckingham Town Council prize and Team Rubicon will provide the prizes for this.

157/26.5 Members received and noted a report on Bandjam from the Events Officer.

1.1 It is recommended that Members note the report.

1.2 It is recommended that Members agree to cover the predicted overspend from EMR 361 Events Reserve.

Six bands are already confirmed and the Events Officer is in discussions with several others. Everything will be the same as the successful event last year so the format will not be changed.

The base cost of the event has increased by £819 which has meant that an estimated overspend at this point of £258 is likely. One reason is that Square in the Air have upgraded their equipment.

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Expenditure	Total	Increase
Bucks Recycling	340	20
Excess Rubbish Charge (unknown until after event)		
Complete Security	1026	54
Square in the Air	3000	600
TTRO (TBC)		
ALR (1st Aid)	550	50
PRS	255	15
Bands (estimate)	1310	80
Comperes	50	
	6531	819

Cllr. Stuchbury Proposed, Cllr. Davies Seconded and Members unanimously **AGREED** the recommendations. **ACTION: EVENTS OFFICER**

158/26 Christmas Tree Lights

158/26.1 Members received a report from the Deputy Town Clerk.

1.1 It is recommended that Members agree to purchase replacement Christmas icicle lights for shop fronts

The lights that go down one side of the high street have reached the end of their useful life and this is to replace those fading lights. The company approached have already provided lights before and the new lights are compatible with those already in existence. For a further 100m of lights the cost will be £1496.

Cllr. O'Donoghue Proposed, Cllr. Davies Seconded and Members unanimously **AGREED** to purchase a further 100m of lights for the cost of £1496 from our existing supplier. **ACTION: DEPUTY TOWN CLERK**

159/26 Town Centre Planting Scheme

159/26.1 Members received a report from the Senior Administrator.

1.1 Members are asked to consider whether they would like officers to explore alternative town centre planting options for implementation from Summer 2028.

It is a struggle to keep the hanging baskets watered and fresh in the increasingly hot summer months and the Town Council would like to use a different product, within the existing planting budget, that can deliver a more sustainable and visually attractive planting scheme for Buckingham.

Cllr. Davies Proposed, Cllr. Poppe Seconded, and Members **AGREED** this recommendation. **ACTION: SENIOR ADMINISTRATOR**

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1.2 Subject to Members' agreement, officers would develop proposals and obtain quotations for future consideration at Town Centre and Events Committee.

Cllr. Ahmed Proposed, Cllr. Mahi Seconded and Members **AGREED** the recommendation. **ACTION: SENIOR ADMINISTRATOR**

Cllr. Davies Proposed thanks to the Senior Administrator for the thorough report on this, Seconded by Cllr. Harvey and Members **AGREED**.

160/26 Pitch Fees

160/26.1 Members received a report from the Events Officer.

1.1 It is recommended that Members agree Option 4.1 as detailed below:

4.1. Pitch fees – to be reviewed annually.

4.1.1. Buckingham Town Council events, with the exception of Lace Hill Sports and Community Centre:

Commercial (all) - £30 (inclusive of VAT)
Charity/non-profit organisations trading (for example tombolas, membership fees, raffle etc). - £12 (inclusive of VAT)
Charity/non-profit organisations not trading – no charge

4.1.2. Lace Hill Sports and Community Centre:

Commercial (all) - £12 (inclusive of VAT).
Charity/non-profit organisations trading (for example tombolas, membership fees, raffle etc.) - £12 (inclusive of VAT)
Charity/non-profit/Lace Hill clubs – no charge

Historically, the Town Council have charged £30 for commercial pitches (food, drink and licensed bars), £18 for Commercial (other) and £12 for Voluntary, Community and Social Enterprise groups.

Lace Hill Sports and Community Centre have charged £6 to Commercial stallholders with Lace Hill Clubs and charities/non-profit groups not being charged.

The council need to be consistent in their pitch fees and so suggest charging Commercial (all) £30 (inclusive of VAT), charity/ non-profit organisations trading (for example tombolas, membership fees, raffle etc). £12 and Charity/non-profit organisations not trading – no charge. Lace Hill Sports and Community Centre charge Commercial (all) £30, Charity/ non-profit organisations trading (for example tombolas, membership fees, raffle etc). £12 and Charity/non-profit organisations not trading – no charge.

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Members discussed the charges and the definition of 'trading' and 'not trading' for charity/non-profit organisations, recognising that some charities make very little from these events. The Events Officer explained that it is sometimes difficult to get traders to attend. She added that this report is time sensitive as there are events coming up and that this is to be reviewed annually with perhaps the next twelve months to be a trial year. Charities at the Community Fair are charged £12.

Cllr. Harvey Proposed, Seconded by Cllr. Allen and Members **AGREED** the recommendation. **ACTION: EVENTS OFFICER**

Cllr. Ahmed Proposed that comparable prices from other places, for example Brackley and non-central Milton Keynes, be brought back to the committee, Cllr. Davies Seconded and Members unanimously **AGREED**.
ACTION: EVENTS OFFICER

162/26 Event reviews

162/26.1 Members received a report on Celebrate Buckingham Day from the Events Officer.

1.1 It is recommended that Members note the report.

Celebrate Buckingham Day very successful with positive feedback from stall holders and good weather leading to a large attendance.

Cllr. Ahmed Proposed thanks for the organisation of the event, Seconded by Cllr. O'Donoghue and Members **AGREED**.

162/26.2 Members received a report on Armed Forces Day from the Events Officer.

1.1 It is recommended that Members agree to hold an Armed Forces Day event again next year.

This was a very hot day and so it was a bit quieter than would have been liked. Both sets of cadets attended and want to be involved again next year. The Royal British Legion were very pleased and managed to recruit some people and veterans. It was suggested that next year some further thought be given to the siting of the cadets and the market stalls.

Cllr. O'Donoghue Proposed, Cllr. Ahmed Seconded and Members unanimously **AGREED** the recommendation. **ACTION: EVENTS OFFICER**

163/26 Calendar of events

163/26.1 Members noted the current calendar of events.

The Wildlife Photography competition had been cancelled by The Flower Farm as there were no entries at that point of decision, but it had been cancelled slightly too early and a

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few entries later were submitted. The photos are going to be displayed in the café on the Farm.

163/26.2 Members received the proposed 2027-2028 calendar of events.

Cllr. Harvey mentioned the "good endings" fair in 2025 and asked that a space be found for a similar health and wellbeing event in 2027-2028. Cllr. Harvey Proposed bringing a report to TC&E in October working with the Deputy Town Clerk. Cllr. Stuchbury Seconded and Members **AGREED**. **ACTION: DEPUTY TOWN CLERK**

164/26 Action list
Members received the action reports and updates.

Completed actions will be taken off the list.

165/26 News releases
There were none.

166/26 Chair's announcements – for information only
There were none.

167/26 Date of the next meeting: Monday 5th October 2026

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. Cllr. Stuchbury Proposed, Cllr. O'Donoghue Seconded and Members unanimously **AGREED.**

168/26 Confidential Update
Members received a confidential update from the Town Clerk.

The Town Clerk updated Members on Event Safety.

Meeting ended at 8.46 pm

Signed …… Date …….

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