

**PRINCES RISBOROUGH TOWN COUNCIL**  
**MINUTES OF THE TOWN COUNCIL MEETING HELD**  
**ON TUESDAY 29<sup>th</sup> SEPTEMBER 2009 IN THE CHAPTER HOUSE,**  
**ST MARY'S CHURCH, PRINCES RISBOROUGH AT 7.15PM**

**PRESENT**

Cllr A Turner, Cllrs W Streule, G Hall, Mrs P Summerbell, W Woolf, B Benifer, Mrs P Williams, R Orsler,  
C Etholen, LA Benifer and J Coombs.  
Mrs S Griffiths (Town Clerk)

**1. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Clifford and Cllr B Bendyshe-Browne

**2. MINUTES**

The Minutes of the previous meeting of the Town Council, having been circulated were approved by the Meeting and signed by the Chairman.

**3. DECLARATIONS OF INTEREST**

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

**4. REPORT FROM THAMES VALLEY POLICE**

Thames Valley Police presented a report informing the Councillors of the latest crime statistics for Princes Risborough. Cllr A Turner requested that a recent incident in the High street is investigated. Cllr C Etholen agreed to raise the issue of the poor quality lighting in the High Street with the B.C.C. as this was an important factor in the quality of the CCTV images at night. **CE**

**5. TO RECEIVE AN UPDATE FROM MALCOLM MAULTBY, RACA REGARDING THE COMMUNITY BUS PROJECT.**

Mr Maultby gave a comprehensive presentation on the progress of the Community Bus project. It has successfully attracted funding and aims to be in operation by next summer. The Town Council thanked Mr. Maultby for his hard work and dedication to the project and reaffirmed the Town Council's support in principle for the project.

**6. MATTERS ARISING NOT OTHERWISE ON THE AGENDA**

Cllr A Turner informed the members that the Princes Risborough Town Council website was receiving over 400 hits per week and this was far in excess of other Parish/Town Councils of a similar size.

Cllr A Turner proposed that the Town Council formally thank the organisers of the Kop Hill Climb Event. The event attracted a large number of visitors which emphasised the success of the event. Cllr J Coombs informed the members that he was investigating the different options to open a community cinema in the town.

**7. COMMITTEE CHAIRMEN TO RECEIVE QUESTIONS FROM THE MEMBERS IN RESPECT OF RECENT MINUTES.**

Cllr G Hall enquired as to the progress of "Risborough's got talent" Cllr J Coombs advised the members that a Working Group has been set up and would be meeting in the next couple of weeks.

Cllr R Orsler sought clarification that the pay award in the Admin/HR minutes was as a result of the agreement that has now been reached on the rates of pay applicable from 1 April 2009 from NALC. The Clerk confirmed that this is the case.

## **8. CORRESPONDENCE RECEIVED**

### **Email scanned 29<sup>th</sup> Sept re: offer to fund pergola at SMG**

**All present agreed** that this letter can be dealt with by the Memorial Garden Committee. The Clerk is requested to obtain quotations for both an open and roofed type for the consideration of the Memorial Garden Committee. **SG**

### **Email sent 3<sup>rd</sup> Sept from Walkers re: proposed ideas to resolve levelling problem at SMG**

The Clerk is requested to circulate the letter to all members to enable them to make an informed decision at the next Town Council meeting. **SG**

### **BCC report re: the Local Community Partnership Delegated Budget**

The Clerk is requested to place this item on the next agenda when the members have had time to consider the various options to submit for possible funding in 2010/2011 through the Highways/Transport Delegated Budget. **SG**

### **Email sent 18<sup>th</sup> Sept re: Naming of road in Mill Lane**

The Clerk has received a request from the street naming and numbering & PR officer in WDC requesting that the Town Council consider the developers suggestion of Elmbrook for the new site of 52 homes in Mill Lane. **All present agreed** that the Clerk is requested to reply that the Town Council stands by its original choice of "St Dunstan's Close" for the new development. **SG**

### **Letter from W Pettigrove re: request to hold a Pleasure Fair in the K.G.V. in October.**

**All present agreed** to the request from Mr W Pettigrove to hold a Pleasure Fair in the K.G.V. in October subject to the condition of the ground.

The Clerk is requested to prepare the standard licence contract to be signed, invoice for the fee of £250 and hold a refundable bond to cover any damage that may occur to the ground. **SG**

### **Letter from J Carey re: response to Whiteleaf Timeline**

**All present agreed** that the tone of the response is unacceptable and the Clerk is requested to contact the B.C.C. officer to clarify the cost of the work to the Whiteleaf Cross only and not the whole project. **SG**

### **Letter scanned 12<sup>th</sup> Sept re: Request from Royal British Legion, Remembrance Day Parade**

**All present agreed** that there will be members of the Town Council in attendance at the parade. **SG**

**9. RECOMMENDATION FROM THE HR/ADMIN COMMITTEE TO AMEND THE OFFICE OPENING HOURS WITH IMMEDIATE EFFECT TO: TUESDAY 10.00AM-3.00PM, WEDNESDAY 10.00AM-12.00PM, THURSDAY 10.00AM-3.00PM AND SATURDAY 10.00AM-12.00PM AND THEN TO CHANGE THE OPENING HOURS FROM THE 4<sup>TH</sup> JAN 2010 TO MONDAY – THURSDAY 10.00AM–3.00PM AND SATURDAY 10.00AM-12.00PM**

**All present agreed** to the increase in the office hours.

Cllr W Woolf requested that it is recorded that the Councillors thank the staff for their flexibility in their working arrangements to extend the office open hours.

## **10. IF THE TOWN COUNCIL SHOULD MEET DURING THE MONTH OF AUGUST**

**All present agreed** to schedule a Town Council meeting in August in the future. **SG**

## **11. AN INFLUENZA PANDEMIC CONTINGENCY PLAN.**

Cllr A Turner proposed that a Working Group is formed to prepare a basic contingency plan for recommendation to the Town Council. **All present agreed.** It was further **agreed** to invite a representative from the two doctors' surgeries in the town, Risborough Cares Charity and the Red Cross Centre. Cllrs A Turner and J Coombs agreed to represent the Town Council. **AT/JC**

**12. ON VIRING £200 FROM THE TOWN & LIGHTING BUDGET TO THE ADMIN & HR TRAINING BUDGET TO COVER THE COST OF ATTENDANCE AT A MARKET TOWN CONVENTION.**

**All present agreed** to the viring of £200 from the Town & Lighting budget to the Admin & HR training budget to cover the cost of attendance of Cllr A Turner at a Market Town Convention. **SG**

**13. COUNCILLORS ATTENDING A FIRST AID TRAINING COURSE.**

**All present agreed in principle** for Councillors to attend a first aid training course to be arranged by the council subject to the cost being within the Town Council's budget. Cllr J Coombs **agreed** to investigate the costs and advise the Town Council at the next meeting. **JC**

Cllr J Coombs advised the members that a Fire Training Course is required for the office staff under Health and Safety Regulations. **All present agreed** for Cllr J Coombs to make the necessary arrangements. **JC**

**14. ON THE RECOMMENDATION FROM THE MEMORIAL GARDEN COMMITTEE TO ACCEPT THE QUOTATIONS FROM THE CONTRACTOR TO REPAIR THE STABLES AND SUPPLY AND INSTALL 4 WATER STANDPIPES.**

Cllr P Williams proposed that the Town Council accept a quotation for the supply and installation of 4 water standpipes at the Memorial Garden as recommended by the Memorial Garden Committee. **All present agreed** to the quotation and the Clerk is requested to issue a work order for the work to commence. **SG**

Cllr P Williams proposed that the Town Council accept a quotation for the repair of the stables at the Memorial Garden as recommended by the Memorial Garden Committee. A vote was taken and the motion was passed with a majority of 8 votes to 2 against. The Clerk is requested to issue a work order for the work to commence. **SG**

**15. ON THE RECOMMENDATION FROM THE MEMORIAL GARDEN COMMITTEE TO PROVIDE AN AREA RELATING TO STORAGE OF REFUSE, COMPOSTING AND STORAGE OF GRAVE ARISINGS AS PER CONDITION 8 OF THE PLANNING PERMISSION.**

**All present agreed** to the recommendation from the Memorial Garden Committee to provide an area relating to storage of refuse, composting and storage of grave arisings as per condition 8 of the planning permission. The Clerk is requested to advise the Planning Department. **SG**

**16. ON FUTURE LOCATIONS FOR PRINCES RISBOROUGH YOUTH CENTRE.**

Cllr G Hall requested that this item is deferred until further notice. **All present agreed.**

**17. AGENDA ITEMS FOR THE NEXT MEETING.**

To formally ratify the decision to co-opt Mr. D Green to the fill the vacancy on the Town Council.

To receive a report from the Working Group exploring the viability of taking all Yeomanry Duties In-House. (Cllrs J Coombs, W Streule and R Orsler)

To discuss and decide on the method for recording future servicemen of the town killed in action on the War Memorial in the Market House. (Cllr W Woolf)

To discuss and decide on the preferred option to resolve the problem concerning the level of carriageway at the entrance to the Stratton Memorial Garden.

To discuss and decide on the preferred project to submit for possible funding in 2010/2011 through the Highways /Transport delegated budget for the Princes Risborough Local Community Partnership Delegated Budget.

To receive a report on the cost of First Aid Training for the councillors. (Cllr J Coombs)

**18. DATE OF NEXT MEETING.**

The next meeting of the Town Council will take place on Tuesday 27<sup>th</sup> October 2009 at 7.15pm at in the Chapter House, St Mary's Church, Princes Risborough.

There being no further business to discuss the Meeting closed at 8.55pm.