

**MAINTENANCE TEAM
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE MAINTENANCE TEAM
COMMITTEE HELD ON TUESDAY 12th JULY 2011 AT 7.00PM
IN TOWER COURT, HORNS LANE, PRINCES RISBOROUGH**

PRESENT

Chairman Cllr J Coombs
Cllrs R Orsler, Mrs P Williams, E Clifford and W Streule
Clerk to the Town Council - Susanne Griffiths.

1. APOLOGIES FOR ABSENCE

No apologies were received.

2. MINUTES

The minutes of the previous meetings of the 31st May, having been previously 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 in which they may have in any of the items under.
None were declared.

4. CORRESPONDENCE

Request for new lighting column

A request has been received for a light to be installed in the alley way that runs up from Bell Street to Clifford Road/Ash Road and Bell Lane and the overhanging trees and graffiti to be cleared in the same alley way.

All present agreed to issue a notice to the resident to cut back the overhanging trees under Section 154 (1) Highways Act 1980 under devolved services and to clean the graffiti. The footpath is the property of B.C.C. and therefore the request for additional lighting will be forwarded to them for consideration.

SG

E-mail from B.C.C. concerning maintenance of the War Memorial outside of the library

B.C.C. has confirmed that Travel for Bucks have no objections providing the cost of maintaining this area is the responsibility of the Princes Risborough Town Council. **All present agreed** to recommend to the Town Council to accept the offer from B.C.C. and accept the responsibility to maintain the area to a standard agreed by the Town Council.

SG

5. LIGHTING MATTERS

The Clerk is requested to report the light out on the Wycombe Road, opposite Clifford Road to B.C.C.

SG

6. TOWN MATTERS

Introduction of recycling bins

WDC has placed a sample bin to outside Corals with their agreement and put a litterbin and cigarette bin under the Market House near the seat.

Cllr Clifford has been given a list of suggestions for bin placement and removal of the existing bins to discuss with the Town Council. WDC further advise that they will also arrange for some recycling bins to be put at Place Farm Way within the next couple of weeks and confirm that the shop fronts are litter picked and bins emptied by our contractor on Monday, Wednesday and Friday each week. With immediate effect a team will also visit the High Street area every day in the afternoon to ensure that bins are emptied and streets are litter picked before the evening trade starts. **All present agreed** to place this item on the agenda for the next Town Council meeting. The Clerk is requested to contact all the councillors to remind them to view the sample bin before the next meeting to enable them to make an informed decision

SG

Flower bed at the end of the Avenue

All present agreed to request that the Maintenance Team investigate the level of the earth in this flower bed as it appears to have sunk.

SG

7. INVOICES FOR CONFIRMATION

3 Business Services - mobile phone contract	£45.97 + VAT £9.19 total £55.16
Grundon Waste - rental charge for bin hire	£60.25 + VAT £12.05 total £72.30
E-ON - monthly electricity charge, street lighting	£842.30 + VAT £168.46 total £1,010.76
Network Leasing - vehicle monthly leasing charge	£337.32 + VAT £67.47 total £404.79

8. TENDERS FOR CONSIDERATION

None received

9. A REPORT ON THE CONDITION OF THE MARKET HOUSE

Cllr W Streule presented a report on the internal and external condition of the Market House. The Chairman thanked Cllr W Streule for his report. **All present agreed** to follow up this initial report with a professional survey. The Clerk is requested to arrange a survey providing that the cost is under £600.00.

SG

10. PLANS FOR EXTENDING THE MARKET HOUSE WAR MEMORIAL.

Cllr W Woolf has requested that the Maintenance Committee consider extending the Market House War Memorial. **All present agreed** that an extension is required. Cllr Woolf is requested to submit a written description and drawings of the extension that he envisages taking place as a starting point.

WW

11. THE TOWN PLANTING REQUIREMENTS FOR WINTER.

The members were asked to consider the town planting requirements for the winter to discuss at the next meeting.

ALL

12. WEED & FEED PROGRAM FOR THE PARKS.

The Clerk advised that a donation of £400 had been received from St Teresa’s School as a contribution to weed and feeding the Parks. The Clerk is requested to obtain a quotation for this work to be done.

SG

13. AGENDA ITEMS FOR NEXT MEETING.

To discuss and decide on the town planting requirements for winter.

To discuss and decide on the preferred contractor to raise the brick wall War Memorial outside the library.

14. NEXT MEETING

The date of the next meeting of the Committee is to be advised and will be held in Tower Court, Horns Lane, Princes Risborough.

There being no further business the meeting closed at 8.00pm