

TCE/01/18

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on **Monday 21st May 2018** in the Council Chamber, Cornwalls Meadow, Buckingham following an Extra-Ordinary meeting of the Full Council of Buckingham Town Council.

Present:

Cllr. J. Bates	
Cllr. T. Bloomfield	Chair
Cllr. Mrs. G. Collins	
Cllr. P. Collins	
Cllr. Mrs. M. Gateley	
Cllr. J. Harvey	Town Mayor
Cllr. D. Isham	Vice Chair
Cllr. A. Mahi	
Cllr. H. Mordue	
Cllr. L. O'Donoghue	
Cllr. Mrs. Strain-Clark	
Cllr. R. Stuchbury	

Also attending

Mrs. A. Brubaker	Events Co-ordinator
Ms. C. Childs	Deputy Town Clerk
Mrs. N. Stockill	Committee Clerk

56/18 Election of Chair/man

To elect a Chairman of the Committee for 2018-2019

Proposed by Cllr Isham, seconded by Cllr. G. Collins and unanimously **AGREED** to appoint Cllr Bloomfield to the position of Chairman of TC&E Committee for the forthcoming year.

57/18 Election of Vice Chair/man

To elect a Vice Chair/man of the Committee for 2018-2019

Proposed by Cllr. Bloomfield, seconded by Cllr. O'Donoghue and unanimously **AGREED** to appoint Cllr. Mahi to the position of Vice Chairman of the TC&E Committee for the forthcoming year.

58/17 Apologies for Absence

Members received and accepted apologies from County Councillor Clare.

59/18 Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.

60/18 Minutes

To receive the minutes of the Meeting held on Monday 26th March 2018 ratified at Full Council on 8th May 2018

AGREED

61/18 Terms of Reference

TC&E 180521 TCE Minutes Ratified 25th June 2018

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EQUALITIES ACT 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, racial equality or diversity.

Initial.....

To review and agree the terms of reference as agreed at Full Council
10.6 - It was **AGREED** to insert 'Pancake Race' under the list of annual events.

62/18 Action List

To receive action reports and updates
Noted

63/18 Budgets

To receive the latest budget figures
4203– Cllr. Bloomfield requested a budget heading for the Silent Soldier campaign.

ACTION DEPUTY TOWN CLERK

64/18 Market Report

To receive a written report from the Deputy Town Clerk **TCE/03/18**

Members thanked the Deputy Town Clerk for a thorough and informative report. Cllr. Stuchbury suggested advertising on street bollards and renting pitches to mobile vendors such as window screen repair vans. Members **AGREED** the report recommendations to include 'Free market' on the community centre sign. [*To note the contents of the report. To agree to music or entertainment activities to be arranged on some market days throughout the year. To agree to the installation of the 3 x small signs (60cm x 40cm each) on the side of the Buckingham Community Centre (before the entrance to the council chamber and above the flowerbeds as shown above) and to choose a preferred design type. To agree to the installation of signage in Market Hill (where / if permission is granted by landowners).]*

ACTION DEPUTY TOWN CLERK

65/18 Forthcoming Events

65.1/18 Music in the market – 27th May 2018

The Events Coordinator appealed for additional litter pickers between 4-10pm on the 27th May 2018.

65.2/18 Dog Show – Sunday 15th July 2018

Event sponsorship and competition prizes are in place. Cllr. Bloomfield to be a judge along with Kimberley Cox. The Deputy Town Clerk confirmed that all Town Councillors (with a Full UK driving licence) were covered to drive the Council's van under the Council's insurance policy. Cllr. Stuchbury to collect hay bales on Friday 13th July from the Cattle Pens and store them at Manor Farm, Bourton Road.

65.3/18 Fringe Week – Saturday 14th July – Sunday 22nd July

Cllr Mordue left the chamber at 19.21

The Events Coordinator informed Members that Stagecoach Buckingham is to perform a number of songs from the musical Beauty and the Beast at 1pm on Saturday 14th July outside of The Old Gaol.

Cllr Stuchbury suggested promoting Fringe Week extensively on social media and Mix96. The Events Coordinator listed the various events organised throughout Fringe Week 2018 including:

- Free Basketball Session in Chandos and Bourton Park – 17th, 24th and 31st July 2018
- Family Fun Day at Lace Hill Sports and Community Centre – 22nd July 2018
- Oxford Fiddle Group – 17th July
- Buckingham Acoustic Club's Open Mic Night – 19th July at The Woolpack
- Family Quiz Night – 20th July Buckingham Community Centre

- Family Camp Out Day and Astronomy Evening – 21st July 3pm till late
- 65.4/18 Bandjam – Sunday 26th August 2018
The Events Coordinator appealed for more litter pickers.
- 65.5/18 River Rinse – Sunday 23rd September & Sunday 7th October 2018
The locations are to be confirmed with the Estates Manager. Cllr. Bloomfield to lead on the 7th October. Cllr. Harvey to lead on the 23rd September 2018.
- 65.6/18 Good Endings Fair – Saturday 8th September 2018
The Events Coordinator and Cllr. Harvey explained that Beth from Co-op funeral care and Lauren Hutton (@Huttonite) have volunteered to assist with event advertising and compilation of the promotional folder. Cllr. Mahi suggested inviting local Will writers to the event.

66/18 Event Reviews

66.1/18 To receive a written report from the Events Co-ordinator – Spring Fair **TCE/04/18**
Members discussed and **AGREED** the report recommendation.
[If we decide to hold this event again in 2019 I recommend that we look at different ways to attract stall holders to take part in the event and even give the event a theme. The date of the Spring Fair should to be pushed back to the end of April or even the beginning of May 2019 so that we can ensure better weather]
ACTION EVENTS COORDINATOR

66.2/18 To receive a written report from the Events Co-ordinator – May Day **TCE/05/18**
Members **AGREED** the report recommendation:
[Over the last two or three years the event has been growing in attendance from the primary schools and members of the public. On talking to one of the schools after the event, they commented that it is good for the children to know the English traditions, and would like to see the event grow a little bit more with a May Queen and King and also traditional May Day garlands. The Event Co-ordinator recommends that we continue to hold the event and meet with the schools to discuss ideas for next year so that the event can start to grow.]
ACTION EVENTS COORDINATOR

66.3/18 To receive a written report from the Events Co-ordinator – Scouts' Parade **TCE/06/18**
Members discussed and **AGREED** the report recommendation:
[This event is organised by the 3rd Buckingham Scouts and will not be something that will take place every year. However, I recommend that if we are approached by them again in the future that we consider assisting them with the road closure and providing marshals. Although it is the Scouts event we should encourage them to advertise the event with posters so that members of the public are aware that the event is taking place.]
ACTION EVENTS COORDINATOR

67/18 Event Ownership

Cllr. Bloomfield asked Members to send their choices through to the Events Coordinator. Cllr. O'Donoghue said she would like to lead on the 2018 Dog Show, Youth Project and Family Camping Day. **ACTION ALL COMMITTEE MEMBERS**

68/18 Easter Crafternoon

To receive a written report from the LHSCC Coordinator **TCE/07/18**

Members discussed and **AGREED** the report recommendation to support an Easter event at Lace Hill Sports and Community Centre next year.

ACTION LHSCC COORDINATOR

69/18 Ice rink (25th November 2018)

To receive a verbal report from the Events Co-ordinator

The Events Coordinator explained that a second company were doing a site visit next week, four companies contacted overall but only two had responded. Member the original proposal noting it was a cost neutral event and ticket could be sold online and via the TIC. The Events Coordinator **AGREED** to update Members at the next Committee meeting.

ACTION EVENTS COORDINATOR

70/18 Commemorating 100 years of WW1

To receive a verbal report from the Events Co-ordinator

Silent Solider Statue – The Events Coordinator reported that following discussions with Members, within the office and across social media the most favourable location for the statue was somewhere in the Town Centre. The Events Coordinator recommended locating the statue in the garden area outside of the Community Centre. This would also avoid having to move the statue during the weekends of the Charter Fair.

AGREED ACTION EVENTS COORDINATOR

WW1 commemorative bench – The Events Coordinator explained that The Buckingham Society have expressed an interest in funding the purchase of a commemorative bench.

Cllr Stuchbury left the chamber at 19.58

71/18 Buckingham Activities Group update

The next meeting is to take place at 6pm on Tuesday 22nd May 2018.

72/18 Access

No updates.

73/18 Correspondence

74/18 News Releases

75/18 Chairman’s Items

76/18 Date of the next meeting: 9th July 2018

Meeting closed at 20.04pm

Signed Date
Chairman