

TCE/04/24

Minutes of a meeting of the **Town Centre and Events Committee** of Buckingham Town Council held on Monday 18th November 2024 at 7.00pm in the Council Chamber at Cornwalls Meadow, Buckingham

Present:

Cllr. R. Ahmed	
Cllr. T. Allen	
Cllr. F. Davies	Vice Chair
Cllr. L. Draper	
Cllr. J Harvey	
Cllr. A. Mahi	
Cllr. L. O'Donoghue	
Cllr. A. Schaefer	Town Mayor
Cllr. R. Stuchbury	Chair

Also attending:

Ms. C. Molyneux	Town Clerk
Ms. Z. Taylor	Deputy Town Clerk
Ms. S. Hoareau	Town Centre & External Services Manager
Ms. P. Cahill	Committee Clerk
Mrs. C. Haywood	Chair, Buckinghamshire Best Kept Village Competition
Cllr. B. Chapple	Retiring Chair, Buckinghamshire Best Kept Village Competition

Absent:

Public session

Mrs. Haywood, Chair of Buckinghamshire Best Kept Village Competition, presented Buckingham Town Council with their runner-up award in the Michaelis Cup. The Council scored 190/200 which is amazing; there were 45 entrants. Mrs. Haywood said the judges were very impressed by Buckingham, especially community involvement. She said that it is apparent that this is a well looked after town. Thanks go to the judges who are all volunteers and their fantastic administrator, Clive Parker. The Competition has been running since 1957 and more volunteers would be welcome.

The Chair thanked Cllr. Chapple for his service to the Competition and said that we feel privileged to have received it. The Mayor thanked our officers, particularly the Estates Administrator, for their time and work on this.

Cllr. Davies thanked the Green Spaces Team for their hard work and all officers, past and present, who have been involved in this.

Cllr. Bill Chapple and Carol Haywood left the meeting at 7:09pm.

386/24 Apologies for absence

There were none.

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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.....

387/24 Declarations of interest

There were none.

388/24 Minutes

Members agreed the minutes of the Town Centre and Events Committee meeting held on 30th September 2024.

389/24 Markets

Members received a written update from the Town Clerk.

It is recommended that Members agree to add £1 to the price of a flea market pitch as per the table in item 3. There is no recommendation to increase the price of a street market pitch as the traders have had a particularly difficult year.

Cllr. Draper Proposed, Cllr. O'Donoghue Seconded and Members unanimously **AGREED.**
ACTION TOWN CLERK

390/24 Updates from representatives on outside bodies

Cllr. Stuchbury has submitted a Written Question regarding the condition of the parking meters. He Proposed that an agenda item is included on a future agenda. However, there was no Secunder.

391/24 Motion: Cllr. Harvey

"This Council already supports the partnership with the local Royal British Legion Branch in order to help organise the annual Remembrance Parade through road closures etc. Currently the local branch is in the process of reforming (new officers of the branch need to be found). It is reasonably possible that the Town Council may need to step in next year (this year's parade has already been mostly set up) to take more of a lead role. As a consequence, this Council resolves to ask the Clerk to prepare a budget for this role, including monies for a marching band, the whole of the display screen cost, the road closures and some hours for a part time officer to make all the necessary arrangements; and to return to a future Full Council meeting with the budget to be signed off and added into the precept."

The Town Clerk explained that the Town Council and the Royal British Legion (RBL) do have a formal agreement. If we want to come out of this agreement and take control, it will require a report to Full Council. She has budgeted for aspects of the Remembrance Parade but not all costs, for example the full cost of the screen.

Cllr. Harvey does not know the current situation, but at an emergency meeting held a few weeks ago RBL had no officers; they need 6 committed officers by the end of January 2025 to ensure that the local branch survives. There are three possible outcomes: the local branch may close, and Buckingham loses its Standard; the local branch could go into holding if 2 people act as contacts and the Standard will be retained; 6 officers commit, and the branch remains. He stressed that this is not a takeover bid but aimed at supporting the branch.

Cllr. Ahmed Seconded the Motion.

The Town Clerk suggested an amendment: 'half of the display screen cost.' Cllr. Draper Seconded, Cllrs. Harvey and Ahmed accepted the amendment.

A vote on the amendment was taken and the result was:

For: 7
Against: 0
Abstention: 1

Members unanimously **AGREED** the amended Motion.

392/24 Town centre regeneration funding

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

- 1.1 It is recommended that Members agree to spend the £11,171 allocated via the Buckinghamshire Council's Buckingham & Villages Community Board towards town centre regeneration projects in line with the outline recommended expenditure in section 4.
- 1.2 It is recommended that a single meeting task and finish group be formed to meet before Christmas, to contribute greater detail to the outline plans.

The Town Centre and External Services Manager explained that the costs are estimations only.

Cllr. Harvey Proposed that others are invited to contribute to a meeting, for example business owners. There was no seconder.

Cllr. Stuchbury raised a concern that projects that have already been invested in by Buckingham Town Council should not become 'funded' by Buckinghamshire Council.

Cllr. Schaefer Proposed, Cllr. Mahi Seconded and a vote was taken. The result was:

For: 7
Against: 0
Abstention : 1

ACTION TOWN CENTRE & EXTERNAL SERVICES MANAGER

393/24 Budget

393/24.1 Members received and noted the latest budget figures.

Cllr. Draper thanked the Town Centre and External Services Manager for her work in doubling the expected income from the Dog Show.

Cllr. Stuchbury Proposed that this is brought back to the next meeting to look at underspends etc. Cllr. Mahi Seconded and Members unanimously **AGREED**.

393/24.2 Members received proposed budgets for 2025-26.
Cllr. Harvey noted a 5.63% increase and asked if the budget also takes into account the increase in National Insurance.

The Town Clerk explained that she has scrutinised every budget line and explained the percentage increase: some lines have a high increase whereas others are unchanged.

Cllr. Stuchbury Proposed that we accept the budget, Cllr. Ahmed Seconded and Members unanimously **AGREED**.

394/24 Charity collection licences for future events

Members received a report from the Deputy Town Clerk.

- 1.1 It is recommended to note that BTC are applying for a single permit on Christmas lights switch on.
- 1.2 It is recommended to not attempt to collect via QR code as it is not cost effective taking into account the limited occasions we will be able to collect.

The Deputy Town Clerk explained that, as we are not a charity but collect on behalf of other charities, the Mayor's Charities is not allowed to apply for a permit. We are currently trying to get a permit for the Christmas Lights Switch On; this requires letters from the Mayor's Charities giving permission for us to collect. The process has proved more time consuming than anticipated, which means we must plan in advance.

Cllr. Davies asked if one letter from the charities might suffice for numerous events?

Cllr. O'Donoghue asked if we could make a 'blanket' application at the start of the year for all events? The Deputy Town Clerk will check this. **ACTION DEPUTY TOWN CLERK**

The Deputy Town Clerk explained that there are further limitations, for example a charity can only be given a permit quarterly. She also confirmed that this policy applies to street collection only, not indoor collections.

The Town Clerk explained that Christmas Lights Switch On is the only event that fits the criteria of festive, cultural, and national campaigns only.

Cllr. Stuchbury Proposed and Members unanimously **AGREED** the recommendations and to further discuss the policy if needed.

Cllr. Harvey Proposed that NALC and BMKALC are contacted for their advice/opinion. Seconded by Cllr. Mahi and unanimously **AGREED**. **ACTION DEPUTY TOWN CLERK**

Cllr. Stuchbury Proposed that the Committee will discuss the press release should this be necessary. Cllr. Draper Seconded and Members unanimously **AGREED**.

Cllr Harvey Proposed that we find out if this is a national or local charity law. Cllr. Stuchbury Seconded and Members unanimously **AGREED.** **ACTION DEPUTY TOWN CLERK**

395/24 Forthcoming events

395/24.1 Holocaust Memorial Day 27th January 2025
Members received and noted a report from the Estates Administrator and thanked her for her work.

Cllr. Harvey requested it is noted that he is disappointed that the MP is not attending. The Town Clerk explained that our event clashes with the Westminster Service.

395/24.2 Community Fair 14th December 2024
Members received and noted a report from the Town Centre and External Services Manager. Members thanked the Officer for her work.

Cllr. Harvey declared an interest: he will be hosting a stall with profits from the sale of his book to be donated to the Mayor's charities.

Members thanked the Planning Clerk for her donations from the sale of her knitted items.

395/24.3 Small Business Saturday 7th December 2024
Members received a report from the Town Centre and External Services Manager.

It is recommended that Members agree to support the proposed Small Business Saturday activities.

Cllr. Ahmed suggested an initiative to encourage people to walk into town.

The Town Clerk explained that we are in discussions with the University regarding parking at Ford Street.

Members agreed the recommendation and a press release to share information about parking when details are finalised.

395/24.4 Christmas Parade 14th December 2024
Members received and noted a report from the Town Centre and External Services Manager.

396/24 Calendar of events

Members received the current calendar of events.

The Town Clerk will check if the agreement to fly the Pride Flag for the whole month was agreed as ongoing or just for one year. **ACTION TOWN CLERK**

Cllr. Harvey informed Members that the Annual Town Meeting clashes with a Buckingham Great Fire event.

397/24 Event reviews

Halloween Disco

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

Bonfire & Fireworks

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

It is recommended that Members agree to donate the underspend to the Air Cadets to thank them for their assistance in marshalling the event.

Cllr. Mahi thanked the Town Centre and External Services Manager for their work on the event and informed Members that feedback had been positive. There was one request to look into having toilets at the event.

Members raised the following:

- The DJ added to the ambience of the event.
- All aspects of the event were excellent.
- Music from the DJ should be suspended during the firework display or more appropriate music played.
- Cllr. Mahi is thanked for his years of service as Lead Councillor for the event.
- Are we going to move towards a drone display?
- Thanks to the people who cleared up after the event on Sunday morning: 3 Councillors, the Town Centre and External Services Manager and Buckingham Table Members.
- Better litter pickers for events to be purchased if there is room in the budget.
- It is good to see that sparklers are no longer a problem.

Members unanimously **AGREED** the recommendation.

Christmas Card Competition

Members received and noted a report from the Deputy Town Clerk.

Members agreed to thank Buckingham BCQ for their sponsorship.

ACTION DEPUTY TOWN CLERK

398/24 Action list

Members received action reports and updates.

Cllr. Ahmed Proposed a report to Committee on item 1 for clarity and update. Cllr. Stuchbury Seconded and Members unanimously **AGREED**.

ACTION TOWN CLERK

399/24 Climate Emergency Action Plan

Members noted that there have been no updates to the Climate Emergency Action Plan.

400/24 News releases

401/24 Chair's items

There were none.

402/24 Date of the next meeting: Monday 10th February 2025

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**.

403/24 Confidential matter

Members received a report from the Town Clerk.

The Town Clerk will undertake further research and bring a report to an Extraordinary Town Centre & Events Committee meeting.

ACTION TOWN CLERK

Meeting closed at 9:16pm

Signed Date