



**AYLESBURY**  
TOWN COUNCIL

**Minutes of a meeting of the Communities Committee held on  
Tuesday 4 April 2023, in the Council Chamber, Aylesbury Town Hall,  
5 Church Street, Aylesbury HP20 2QP at 7pm**

The Chairman called the meeting to order at 7pm.

In the Chair: Cllr Tim Dixon

**Present:** Cllr S Bateman  
Cllr A Christensen  
Cllr P Koya  
Cllr N Mehta  
Cllr D Summers  
Cllr M Willis

**Officers:** Ruth Mayhew (Senior Communities and Events Officer, Committee Clerk),  
Dan Reynolds (Events Officer)

**1. Apologies for absence**

To receive and accept apologies of absence from Town Councillors.

**Resolved:** To accept apologies from Cllr G Wadhwa (work commitment)

**2. Declarations of interest**

Cllr Bateman and Cllr Dixon declared a none-pecuniary interest in item 12, as they both volunteer directly alongside the proposed supplier, and will be leaving the meeting for this item.

**3. Minutes**

**Resolved:** The committee unanimously agreed to accept and sign the minutes of 7 February 2023 as a true record.

**4. Matters arising**

The Senior Communities and Events Officer updated councillors on the following:

The content of the WhizzFizzFest agreement with Buckinghamshire Council was agreeable and has now been confirmed and signed by the Town Clerk, as provisionally agreed at the last meeting. Officers continue to assure the best interest and representation of ATC during the preparation and delivery of the event.

Some changes have been made to the line-up of Live in the Park, due to performers dropping out. Cllr S Bateman requested a copy of the revised list.

The agreed event items have been purchased.

The Bard of Aylesbury has now been launched by Unbound Theatre, with all external communications connecting ATC agreed and approved in advance.

No questions or concerns were raised.

*The Chairman suspended the Standing Orders at 7:07pm to allow questions from the public and any reports from the councillors.*

Sherilynn Bateman asked for specific questions to be asked during item 12, including where / how the budget will be spent, rehearsal space, locations of performances and further clarifications about the proposed event.

*There being no other members of the public present or reports from councillors, The Chairman resumed the Standing Orders at 7:09pm.*

## **5. Hanging basket bracket audit 2023**

Councillors considered the details provided within hanging basket bracket audit.

Cllr Bateman proposed and Cllr Christiansen seconded, to remove the 83 brackets that no longer provide visual impact, and to replace brackets that have been deemed unsafe, at a cost of up to £1,190.

**Resolved:** The committee unanimously agreed to the above proposal.

## **6. Inclement weather procedure**

Councillors reviewed the updated inclement weather procedure.

Cllr Willis proposed and Cllr Mehta seconded, for the revised procedure to be implemented by the council.

**Resolved:** The committee unanimously agreed to the above proposal.

## **7. Charity presence at events**

Councillors discussed at length the merits and disadvantages of allowing additional charities to attend all ATC events alongside the mayor's charity.

Cllr Willis proposed and Cllr Koya seconded for charities, other than the mayors chosen charities, to be permitted to attend the full range of ATC events.

**Resolved:** The committee agreed the proposal with five for, and two against.

Cllr Willis proposed and Cllr Summers seconded for this decision to be reviewed annually.

**Resolved:** The committee unanimously agreed to the above proposal.

Cllr Dixon proposed and Cllr Koya seconded, that officers should manage the allocation of charities and organisations to attend the events on a fare share basis within the parameters of the event.

**Resolved:** The committee unanimously agreed to the above proposal.

*7:43pm Cllr Christensen left the meeting.*

## **8. Upcoming events, budget updates and planned formats**

- i) Soapbox Derby - officers informed councillors that separate event insurance will be required for this event, as cover within main ATC PLI and event cover isn't possible. If a decision is required to cancel the event, this will be undertaken by the Town Clerk and Chairman of the Communities Committee, within appropriate time frames.
- ii) Aylesbury on Sea
- iii) WhizzFizzFest
- iv) Parklife Weekend

No questions or concerns were raised.

## **9. Catering and bar selections for all events**

Councillors reviewed all the applications received. Officers provided details of recommendations for each of the events, to ensure as many of the applications received at least one event to attend, whilst ensuring a balance of cuisines styles, price points, delivery ability, dietary requirements and event experience is balanced as much as possible.

Cllrs Summers praised the work of officers for undertaking this task and for supporting the local businesses in this way.

Cllr Bateman proposed and Cllr Summers seconded, to invite the catering companies as detailed by officers.

**Resolved:** The committee unanimously agreed to the above proposal.

Councillors reviewed the submitted applications and accepted a late application from a bar from within the parish, as this will enable all bars are Live in the Park to be from within the parish.

Cllr Mehta proposed and Cllr Koya seconded, to invite the bars as detailed by officers.

**Resolved:** The committee unanimously agreed to the above proposal.

## **10. Sunday lunch open mic**

Councillors reviewed the feedback received from Simon Aldridge, discussing the importance and success of the events. It was acknowledged that regular and sustained councillor commitment is needed for this event to run, and that councillors need to arrange for the gazebo to be erected each month.

Cllr Bateman proposed and Cllr Summers seconded, that funding should be provided to Simon Aldridge to run one session per month, for the next 12 months at a total cost of £1440. £800 from 4706 Open Mic and the short fall of £640 from 4703 Community Event Contributions.

**Resolved:** The committee unanimously agreed to the above proposal.

## 11. Dementia activities

Councillors received an update on behalf of the Communities Officer on recent dementia activities.

Awaiting results of accreditation for Dementia Friendly Aylesbury initiative. Changes to the Alzheimers Society branding has delayed the results nationally.

Number of dementia friends created by DF Ambassador 2973 (as of 3 April) - next sessions are with Health & Social Care students from Bucks College - 25 and 27 April. This should hopefully take us to having created over 3k dementia friends since May 2016!

Tuesday Tunes will be hosting a Kings Coronation Party at Aylesbury Library in May. Event will be part of the Comms plans for dementia action week (15-21 May), celebrating intergenerational fun with Broughton Jr School in attendance singing songs.

ATC in partnership with Aylesbury Waterside Theatre will be bringing Sharing Joy to Aylesbury on 22 June. Two theatrical performances / workshops aimed at supporting people with dementia who still live at home but receive domiciliary care - the theme is #youcanlivewellwithdementia (one of the key messages from dementia friends workshops)

Cllr Dixon praised Benedicta for her on going work in this field.

## 12. Rolling event 2023

*8:34pm Cllr Dixon and Cllr Bateman left the meeting.*

Councillors considered the proposal to host a tour of "A Christmas Carol" in a single town centre location and eight care homes, as the rolling event for 2023.

Cllr Summers proposed and Cllr Koya seconded, to support the proposal in principle up to £2000, requesting officers provide a full event break down and final costings at the next meeting.

**Resolved:** The committee unanimously agreed to the above proposal.

*8:45pm Cllr Dixon and Cllr Bateman returned to the meeting.*

## 13. Budget

The committee reviewed the current budgetary position to February 2023 (month 11).

Councillors did not raise any concerns.

## 14. Date of next meeting

The date of the next meeting is Tuesday 6 June 2023 at 7pm.

*There being no further business, the Chairman closed the meeting at 8:46pm*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman