



**AYLESBURY**  
TOWN COUNCIL

**Minutes of a meeting of the Communities Committee held on  
Tuesday 28 November 2023, in the Council Chamber, Aylesbury Town Hall,  
5 Church Street, Aylesbury HP20 2QP at 7pm**

The Chairman called the meeting to order at 7.00pm.

In the Chair: Cllr Tim Dixon

**Present:** Cllr S Bateman  
Cllr M Baldwin (substitute)  
Cllr A Christensen  
Cllr N Mehta  
Cllr D Summers  
Cllr M Willis

**Officers:** Ruth Mayhew (Senior Communities and Events Officer, Committee Clerk),  
Siobhan Collins (Events Officer)

**1. Apologies for absence**

To receive and accept apologies of absence from Town Councillors.

**Resolved:** To accept apologies from Cllr Sherwell (prior commitment) and Cllr D Thompson (illness)

**2. Declarations of interest**

No declarations of interest were raised.

**3. Minutes**

**Resolved:** The committee unanimously agreed to accept and sign the minutes of 26 September 2023 as a true record.

**4. Matters arising**

The Senior Communities and Events Officer reported on the following items.

Confirmation has been received from Buckinghamshire Council that partnership funding will not be received for WhizzFizzFest '24.

A subsequent meeting with BC officers, revealed that there is no intention to do anything with the WhizzFizz brand.

Councillors discussed the potential for ATC to develop a literacy based event, including ideas to reintroduce a parade, working with schools, literary competition

and going into education settings in deprived areas, starting small with the intent to grow into something bigger.

Cllr Baldwin proposed, and Cllr Willis seconded, for officers to continue discussions with BC officers regarding the WhizzFizz brand. ATC to look into creating a new children's literary event utilising the communities under spend from 23-24 for an event in 2024, with the intention to include a separate budget line within the 25-26 budget review.

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

*7:15 Cllr Mehta arrived*

Cllr Dixon reported, following a conversation with the Town Clerk, that the budgeting and reporting of the floral schemes and garden competition will be returned to the communities committee, as per the committees request.

No further questions or concerns were raised.

*The Chairman suspended the Standing Orders at 7:17pm to allow questions from the public and any reports from the councillors.*

*The Chairman resumed the Standing Orders at 7:17pm.*

## **5. Community Pride in Aylesbury**

Councillors reviewed full proposal from Community Pride in Aylesbury (CIC) to independently host an event as part of Parklife Weekend, on Friday 23 August 2024.

Praise was given by councillors on the content and detail of the proposal. Councillors asked a number of questions, including if other local Pride events will be happening on the same day, queries over the likelihood of obtaining sponsorship in year one and advice given on grant funding, with appropriate and detailed responses given by Community Pride in Aylesbury. Cllr Christensen asked for confirmation that this would be with neutral cost to ATC, and without negative impact to the set up for Parklife Weekend, which was confirmed by officers.

No further questions or concerns were raised.

Cllr Bateman proposed, and Cllr Christensen seconded, to agree the proposed event, with officers to draw up a contract agreement for both parties to sign.

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

## **6. Event Evaluations**

### **6i. Parklife Weekend**

Councillors reviewed the extensive event evaluation for Parklife Weekend, with praise given to officers for the comprehensive and detailed report. Cllrs Dixon and

Bateman thanked staff, volunteers, performers and all involved with the event for their hard work and dedication in making the event successful.

**Resolved**, from feedback and analysis a number of specific items were discussed, with the following agreed.

1. Officers to incorporate festival crafts and improve the offering within the current children's space. Suggestions include removing the gentle rides, extending the roof of the marquee to create an undercover, open sided space for make and take crafts and other children's activities.
2. Officers to review the format of Battle of the Bands to evolve this element of the event. Ideas include moving to Sunday 12noon or 2pm till 4pm and splitting age categories. If this were to happen, adding 'bandeoake or karaoke' to the Saturday evening to replace BotB, fully managed by XYZ. Possibility of an alternative venue at a different time. Officers to discuss ideas and options with key element partners - XYZ, Radley and Aylesbury Church Network - and return to committee with updates and ideas.
3. Officers to explore the viability of including a 'base' for unaccompanied teens. They don't need anything to 'do', but thinking about a space for them to safely and happily congregate would be a big benefit to the event, with this group having a new feeling of belonging. This needs careful consideration and planning, with input and advice from a variety of local organisations and individuals with experience of engaging with young people.
4. Mandatory recycling for catering and bar vendors, with multiple stream bins to be provided. Those not complying won't be invited to apply for the following two years. We also need to guide and control the composition of serving containers to ensure they can go into the appropriate waste streams. Possibility of a discounted fee at this event to offset costs of supplies - need to research comparative prices prior to confirmation of this.
5. Revise the wording of the bar and catering application process to encourage suppliers to provide all their own equipment, including gazebos, which can be removed at the end of their allocated day. This will increase flexibility on site and provide opportunities for a wider range of bars and catering suppliers.
6. To remove external coffee from both Live and Proms. Councillors to provide the hot drink offering at both events, to support the Mayors chosen charity. To be managed and run by councillors.

The following items were discussed and discounted at this time.

1. Images relating to each of the pieces during Proms could be shown on the screens. This would require a dedicated person to control the screens and a lot of time to prepare. Decision to keep things simple.

No further questions or concerns were raised.

## **6ii Heritage Open Days**

Councillors reviewed the event evaluation for Heritage Open Days, passing praise and thanks to officers involved with the weekend and the organisations who took part.

No questions or concerns were raised.

## **6iii Walking Play**

Councillors reviewed the event evaluation for the Walking Play.

No questions or concerns were raised.

## **7. Rolling event 2024**

Councillors discussed the nature, content and timing of the Rolling Event for 2024, having received suggestions from officers, with no further councillor suggestions.

Cllr Christensen proposed, and Cllr Summers seconded, to proceed with the Random Acts of kindness, involving all councillors on 17 February 2024.

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

Cllr Dixon to meet with officers and the Town Clerk to discuss and confirm the delivery of this idea.

## **8. Headline act for Live in the Park 2024**

Councillors discussed at length the suggestions made for the headline act for Live in the Park 2024.

Cllr Dixon proposed and Cllr Baldwin seconded, for officers to approach, in the agreed order, the three agreed bands to check their availability and costs, then to book accordingly. Officers to complete the line-up with a variety and balance of appropriate local artists to appeal to the event's diverse audience.

**Resolved**

The committee unanimously agreed to the above proposal.

## **9. Application process for community groups to receive event funding support**

Councillors reviewed the proposed application process and supporting guidelines to allow external local community groups to apply for funding to support their events.

Cllr Metha proposed, and Cllr Bateman seconded, to approve the proposed application process and supporting guidelines to allow external local community groups to apply for funding to support their events.

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

## **10. Communities Events Officer - Dementia and Youth Town Council**

Councillors received an update from Cllr Bateman following meeting with the Leader of the Council and The Town Clerk, to recruit an experienced person to carry out youth work within the parish, and act as a Youth Ambassador.

Councillors requested confirmation that the costing for this revised post would be included within the current budget proposal for 24-25.

No further questions or concerns were raised.

**11. Budget**

The committee reviewed the current budgetary position to September 2023 (month 6).

Councillors did not raise any concerns.

**12. Date of next meeting**

The date of the next meeting is Tuesday 6 February 2024 at 7pm.

*There being no further business, the Chairman closed the meeting at 9:02pm*

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