

**MINUTES OF THE BUCKINGHAM TOWN COUNCIL MEETING**  
**HELD IN THE COUNCIL CHAMBERS ON MONDAY 29<sup>TH</sup> MARCH 2004**

**PRESENT:**

Councillors	J Barnett	
	P Collins	
	Mrs P. Desorgher	
	D. Isham	
	R. Lehmann	
	H. Mordue	
	Ms. R. Newell	
	Mrs H. Saul	
	Mrs C. Strain-Clark	
	P. Strain-Clark	
	R. Stuchbury	(Mayor)
Town Clerk	Ms P. J. Heath	

**APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors H. Cadd, K. Liverseidge, G.P. Loftus and Mrs. P. Stevens

**2386 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda.

**2387 THE MINUTES OF TOWN COUNCIL MEETING**

It was proposed, seconded and **RESOLVED:** that the Minutes of the meeting held on 16<sup>th</sup> February 2004, the Informal meeting on 16<sup>th</sup> February 2004, and the interim meeting held on 15<sup>th</sup> March 2004 be approved as a correct record and signed by the Chairman.

**2388 TOWN CLERK'S ANNOUNCEMENTS**

**2388.1 NEWSLETTERS/BROCHURES**

Members were informed that the following Newsletters and Brochures were available from the office

NALC – LOCAL COUNCIL REVIEW – MARCH 2004

CLERKS AND COUNCIL DIRECT – MARCH 2004

BALC – MATTERS ARISING – SPRING 2004

**2388.2 INVITATIONS AND NOTICES OF DIARY DATES (COPIES OF NOTICES ALREADY DISTRIBUTED)**

24<sup>TH</sup> MARCH – BUCKINGHAM COMMUNITY CENTRE AGM

22<sup>ND</sup> MARCH – STANDARDS BOARD COMMITTEE MEETING

Members were informed of two additional dates for their diaries

8<sup>th</sup> April – Aylesbury Vale North Sports Council meeting and 19<sup>th</sup> April the Parishes Forum

**2388.3 ROAD CLOSURES**

28<sup>TH</sup> -29<sup>TH</sup> MARCH C3 (GAWCOTT ROAD) FROM MT PLEASANT ROUNDABOUT FOR 30 MTRS.

**2388.4 DIS**

ISSUES NO 574, 575, 576

## **2389 RECEIPT OF COMMITTEE MINUTES**

### **2389.1 PLANNING – 23/02/04 & 15/03/04**

It was proposed, seconded and **RESOLVED** - that the above minutes, and any recommendation contained within, be confirmed.

### **2389.2 ENVIRONMENT 09/02/04 & 01/03/04**

It was proposed, seconded and **RESOLVED** - that the above minutes, and any recommendation contained within, be confirmed subject to the amendment to 01/03/04 minutes to the attendees and apologies. Cllr. Mrs. C. Strain-Clark was in attendance not Cllr. P. Strain-Clark and Cllr. R. Stuchbury had sent his apologies.

### **2389.3 ADMINISTRATION 01/03/04**

It was proposed, seconded and **RESOLVED** - that the above minutes, and any recommendation contained within, be confirmed.

*(518 Proposed by Cllr. Cadd, seconded by Cllr. Stevens, and **RECOMMENDED** that this Council changes both computers to Tiscali Broadband with a Spam filter at a cost of £19.99 per month and £5.99 per year respectively. The cost of the change would be monitored and reviewed at the November meeting)*

**AGREED**

*(522 Proposed by Cllr. Cadd, seconded by Cllr. Stuchbury, and **RECOMMENDED** that this Council's newsletter is edited and produced under the designated responsibility of a Councillor).*

**AGREED**

*(Proposed by Cllr. Cadd, seconded by Cllr. Stuchbury, and **RECOMMENDED** that failing the above recommendation, i.e. no Councillor volunteers, then this Council seeks an outside person to edit and produce the Quarterly and Annual newsletter of the Town Council. The Volunteer would be paid an honorarium; the amount to be agreed by the Administration Committee. The Volunteer would report directly to a designated Councillor.)*

**AGREED**

Concern was expressed that the Annual Tax Leaflet did not include details of the Council's Budget; members felt the format of both the quarterly and annual newsletters should be reviewed. Cllr. Lehmann agreed to oversee the production of the Council's newsletters.

**ACTION ADMINISTRATION COMMITTEE/CLLR. LEHMANN**

*(526.4 Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **RECOMMENDED** that the Caretaker and the Clerical Assistant should be paid an increment point increase on the pay scale plus the agreed government percentage pay rise.)*

Members discussed the recommendation and the comments made by the Chairman of Administration at the Precept meeting in January, with Members feeling that the Chairman had not explained fully the implications and requirements of the Council as employers.

Comment was made that the recommendation only included the Clerical Assistant and the Caretaker and the Administration Committee was asked to put the Town Clerk's wages and hours on the top of its next agenda.

**ACTION THE ADMINISTRATION COMMITTEE**

*Cllr Mordue arrived*

### **2389.4 TOWN CENTRE & EVENTS 08/03/04**

It was proposed, seconded and **RESOLVED** - that the above minutes, and any recommendation contained within, be confirmed.

517 – Street Market trading on additional days

*Members were concerned that subsequent to that meeting the flower stall had traded on Mothering Sunday. In the absence of Cllr. Stevens it was unclear whether she had spoken to the Market Supervisor. It was AGREED that Cllr. P. Strain-Clark as the Chairman of the Committee should speak to the Supervisor.*

516.1 Illegal Parking

*Members were informed that AVDC as the parking regulators had the designated responsibility to enforce parking regulations but they do not have the mechanism to remove cars. The Police can remove cars either at the request of Parking Attendants or if they are causing an obstruction. It had been agreed that Parking Attendants would target Buckingham early on market days and if a vehicle was causing a problem the Police would remove it.*

**2390 CORRESPONDENCE**

The following correspondence had been circulated prior to the meeting.

- BCC Speed Limit Review
- NALC Annual Conference 30/9/ to 3/10/04 at Scarborough

Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** that this Council pays for Cllr. Mordue to attend the NALC conference and that the Council pays for hotel accommodation for 2 nights; accommodation to be agreed by the Mayor and the Clerk.

- Thames Valley Police Crime details
- AVALC Training Event April 3<sup>rd</sup> 2004

It was **AGREED** that no member wished to attend as Buckingham Town Council had already obtained Quality Parish Status.

- Buckingham Society – Leaflets “The strange tale of St Rumbold of Buckingham” and “A short walk through Buckingham to the ancient site nearby of St Rumbold’s well”
- MK Council – Public Transport long term vision for Milton Keynes Consultation document

BCC – Sites and Monuments Record database – a request from Bucks County Council for a representative to sit on the steering group to oversee the transferring of the record to a web site was discussed. It was **AGREED** that the Town Clerk would attend if none of the Members volunteered.

Zurich Municipal LCAS seminars – Members were informed that the LCAS seminars on Health and Safety would be held in June/July; the 2 venues closest to Buckingham are 9/6 at Banbury and 16/6 at Kidderminster. It was **AGREED** the Clerk would attend the seminar at Banbury.

**2391 REPORTS FROM BUCKINGHAM TOWN COUNCIL’S REPRESENTATIVES ON OUTSIDE BODIES.**

2391.1 Buckingham Community Plan

Cllr. Barnett as the Vice-Chairman of the Buckingham Community Plan Group updated the Councillors on the current position of phase 1: the producing of the Health Check and the Action Plan. The Group had to appoint a consultant to write up the report required by the Countryside Agency as part of its funding requirement; this had been included in the initial funding budget.

The steering committee had reduced in number and now have an active 8 members with two others attending as commitment allows; the Committee includes 4 Town Council representatives.

The next role of the Committee is to employ a Project Manager who will oversee and facilitate the Action Plan. It is hoped to interview in April and have the candidate in place by end of May; job description and person specification are being supplied by the Countryside Agency who are funding half of the project with matched funding from the Town Council. The Interviewing Panel will be Cllr. R. Newell and Cllr. J. Barnett from the Town Council, Mr. A. Mayston from the Group and, should they wish to appoint someone, a representative from the Countryside Agency. The Group were thanked for their hard work.

#### 2391.2 Buckingham Twinning Association

Cllr. C. Strain-Clark as a member of the Twinning Association reported on their current activities and forthcoming social events. Following the change of secretary it was noted that the Town Council no longer received the minutes of the meetings; Cllr. Strain-Clark would ensure that the Council was reinstated on the circulation list. The main visit to Mouvaux would be 29th –30<sup>th</sup> October; the Mayor and Councillors would be invited to attend.

### **2393 ACCOUNTS FOR PAYMENT**

Proposed, seconded and **RESOLVED** that the invoices per attached list be approved.

Cllr. Lehmann queried why the Council's income was not shown, it was **AGREED** that the Administration Committee would look at the inclusion of income.

**ACTION ADMINISTRATION COMMITTEE**

### **2394 ACCOUNTS FOR RETROSPECTIVE PAYMENT**

Proposed, seconded and **RESOLVED** that the payments made per the attached list be approved.

### **2395 THE EXTENDED ROLE OF THE PLANNING COMMITTEE – CLLR ISHAM**

Cllr Isham expressed concern that the role of the Planning Committee was extending outside strict planning areas and as such restricted non-members of the Committee on commenting on wider issues.

Proposed by Cllr. Isham, seconded by Cllr. Lehmann, and **AGREED** by 10 votes to 0 that the Chairmen's Working Group should look at the Terms of Reference of the Planning Committee and report back to the Administration Committee

**ACTION CHAIRMEN'S GROUP**

### **2396 MEETING WITH THE ENVIRONMENT AGENCY RE FLOOD DEFENCE**

Cllr. Isham as the Town Council's representative on the Joint Flood Defence Partnership Committee reported to members on the meeting held on 23<sup>rd</sup> March. Present at the meeting

had been Mr Orchard for BCC, Mrs Kemplen and Mr Acton for AVDC, and Mr Patten for the Environment Agency.

The Members were informed that although the outline planning permission had been sought there were problems with the finances which indicated that the work on the Buckingham Flood Defence Scheme may not start until 2006/2007. The EA would be writing with details of the funding slippage and it was **AGREED** that a press release explaining the situation would be distributed upon receipt of that letter

**ACTION THE CLERK**

**2397 APPOINT DESIGNATED COUNCILLORS TO MAP THE PARKS FOR TOWN  
AUDIT AND HORTICULTURAL CONTRACT**

Cllr. Mordue explained to Members that as part of the re-writing of the tender documents a survey would need to be undertaken to identify in all the Council-owned areas the location and number of bins, seats, and pieces of equipment.

Councillors were asked to volunteer to undertake the survey and return it to the Clerk by 13<sup>th</sup> April.

Chandos Park	Cllr. Isham
Cemetery	Cllr.Desorgher
Ken Tagg Play area, Meadway	Cllr. Collins
Bourton Park	Cllr. Mordue
Ottersbrook	Cllr. Saul
Church Hill	Cllr. Newell

**2398 TO RECEIVE, IF REQUIRED, COMMENTS FROM DISTRICT AND COUNTY  
COUNCILLORS**

There were no comments from the District Councillor present.

**2399 TOWN MAYOR'S ITEMS**

2399.1 Parking

The Mayor informed Members that along with Cllr. Mordue, Cllr. Lehmann and the Clerk he would be meeting Cllr. V. Baxter and Mr. D. Betts of AVDC to discuss the parking charges in Buckingham.

2399.2 Annual Town Meeting

Members were reminded that the Annual Town Meeting would be held on Tuesday 30<sup>th</sup> March at 7.30 pm in the Community Centre.

**CHAIRMAN..... DATE.....**