



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, CORNWALLS MEADOW,
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Town Clerk: Anne L. Wilson BA (Hons) FILCM AIH



22nd June 2009

Sir/Madam,

A meeting of the Full Council of Buckingham Town Council will be held on **Monday 29th June 2009** at 7 p.m. in Room MB1 in the Masons Building, University of Buckingham, Hunter Street, Buckingham.

Anne Wilson
Town Clerk

Please note that the Full Council will be preceded by Public Question time in accordance with Standing Order 1.2, which will last for a maximum of 15 minutes.

AGENDA

1. Apologies for Absence

Members are asked to receive apologies from members.

2. Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Parish Councils (Model Code of Conduct) Order 2001.

3. Presentation by Richard Harrington

Richard Harrington, Managing Director of Aylesbury Vale Advantage will address members with regard to partnership working and the funding that may be available for Buckingham over the next few years.

4. Annual Meeting Minutes

To receive the minutes and confirm the recommendations therein of the Annual Council Meeting held on Monday 11th May 2009.

Copy previously circulated BTC/01/09

5. Minutes

To receive the minutes and confirm the recommendations therein of the Full Council Meeting held on Monday 11th May 2009.

Copy previously circulated BTC/02/09

6. Extraordinary Council Minutes

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 18th May 2009.

Copy attached BTC/03/09

7. Interim Minutes

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 8th June 2009.

Copy previously circulated IM/01/09

8. Planning Committee

To receive the minutes and confirm the recommendations therein of the Planning Committee meetings held on:

- Monday 18th May 2009
- Monday 8th June 2009

Copy previously circulated PL01/09

Copy previously circulated PI/02/09

9. Environment and Property Committee

To receive the minutes and confirm the recommendations therein of the Environment and Property Committee meeting held on Tuesday 26th June 2009.

Copy previously circulated EP/01/09

10. Events Committee

To receive the minutes and confirm the recommendations therein of the Events Committee meeting held on Monday 1st June 2009.

Copy previously circulated ETC/01/09

11. Finance and Administration

To receive the minutes and confirm the recommendations therein of the::

- Finance and Administration Committee meeting held on Monday 27th April 2009
- Finance, Administration and Personnel Committee meeting held on Monday 15th June 2009

Copy previously circulated

Copy attached FAP/01/09

12. Appointment and makeup of Committees

Members are asked to consider the attached Legal Topic Notes from the National Association of Local Councils:

- Parish Town and Community Council Meetings
- Councils' Powers to Discharge their Functions

Copy attached Appendix A

Copy attached Appendix B

13. Standing Orders

Members are asked to confirm the recommendation of the Finance, Administration and Personnel Committee to amend the Town Council Standing Orders with the following:

“No Chairman of a Committee may hold the same office (i.e. over the same Committee) for more than five consecutive years (this rule does not apply to Vice-Chairman)”.

14. End of Year Accounts

Members are asked to confirm the 2008/2009 End of Year Accounts.

Copy attached Appendix C

15. Internal Audit

Members are asked to consider the attached report with regard to Internal Audit for the Town Council.

Copy attached TC/10/09

16. Members Allowances

Members are asked to note and confirm the list of Members that received their allowances for the 2008/2009 municipal year.

Copy attached Appendix D

17. Attendance Record

Members are asked to note the attached sheets with regard to attendance by members at meetings for the 2008/2009 municipal year.

Copy attached Appendix E

18. 09/01035/AOP Land to the South of the A421 and East of the A413 London Road, Buckingham

Members are asked to consider the attached report with regard to the amendments made to the outline planning application number 09/01035/AOP and note that the applicant has appealed to the Planning Inspectorate on the grounds of non-determination.

Copy attached Appendix F

19. Buckingham Youth Council

Members are asked to consider the attached report from the Deputy Town Clerk with regard to the setting up of a Youth Council for Buckingham. The Deputy Town Clerk has researched the setting up of a Youth Council through other Youth Council websites and amalgamated potential best practice for Buckingham.

Copy attached TC/11/09

20. Thames Valley Probation Service – Community Payback Scheme

Members are asked to consider the attached report from the Town Clerk with regard to the Community Payback Scheme.

Copy attached TC/12/09

21. Toilets in Moreton Road

Members are asked to consider whether they feel that shortening the opening hours of the toilets in Moreton Road has reduced the amount of vandalism in the toilet in Moreton Road. Their opening hours were changed to 6 a.m. – 8 p.m. on Market days and 8 a.m. – 5 p.m. on the other five days of the week.

22. Household Rubbish Collection in Buckingham

Members are asked to note the attached response from AVDC with regard to the issue of rubbish in the town.

Copy attached Appendix G

23. Report from the Society of Local Council Clerks Regional Conferences

Members are asked to note the attached report from the Deputy Town Clerk on Regional Conferences he attended in County Durham on 9th June.

Copy attached Appendix H

24. Resident Board Member for the Vale of Aylesbury Housing Trust

Members are asked to consider whether any member may wish to be nominated for the board of the Aylesbury Vale Housing Trust.

Information attached Appendix I

25. A New Deal for Buckinghamshire

With reference to minute no.: 27/09 Members are asked to consider the attached information from Councillor Hirons and the Town Clerk with regard to the New Deal for Buckinghamshire.

Copy attached TC/13/09

26. National Association of Local Councils' (NALC) Conference

Members are asked to consider whether they wish to send a member and/or officer to the NALC Annual Conference entitled "Putting People First" to be held in London on the 4th and 5th September at a cost of £207.00 plus one nights accommodation.

Information attached Appendix J

(Please note that the Town Clerk was asked to place this back on the agenda of this meeting for further consideration– minute no.:26/09)

27. Oxfordshire Rural Community Council Event

Members are asked to consider whether any member would like to attend the 'Marketing Your Town' and South East Market Town Awards Presentation on the 21st July in Faringdon.

Copy attached Appendix K

28. Review of the Farm Welfare Council

Members are asked to consider the attached e mail from NALC with regard to the Review of the Farm Animal welfare Council and in particular the four key issues posed.

Copy attached Appendix L

29. Letter from Mr Weil

Members are asked to consider the attached letter from Mr Weil with regard to the issues he raised with several members earlier in the year.

Copy attached Appendix M

30. Functions attended by the Town Mayor and Deputy Town Mayor

Members are asked to note the report on the functions attended by the Town Mayor and the Deputy Town Mayor since the last meeting of Full Council.

Copy attached Appendix N

31. Reports from Representatives on Outside Bodies

Members are asked to note the reports listed below from representatives on outside bodies:

- Buckingham and Maids Moreton Neighbourhood Action Group – 27th May
- Buckingham Economic Partnership – 20th May
- Buckingham Local Area Forum – Action Notes - 26th March
- Aylesbury Vale Transport Users Group – 21st April
- Buckingham Twinning Association - 6th May & 4th June
- Buckingham Partnership - 19th May
- Buckingham Community Centre – 23rd April (2 sets of minutes)
- Buckingham Traders Association – 2nd June

Copy attached Appendix O
Copy attached Appendix P
Copy attached Appendix Q
Copy attached Appendix R
Copy attached Appendix S
Copy to follow
Copy attached Appendix T
Copy attached Appendix U

32. Chief Executive of NALC

Members are asked to note that John Findlay, Chief Executive of the National Association of Local Councils has been awarded an OBE in the Queen's Birthday Honours for services to local government and communities and for working with and getting the ear of government with regard to our sector.

33. Newsletters, Magazines and Items of Interest for Members

Members are asked to note that the following items are available in the Town Council office:

- DIS Extra – NALC's Direct Information Service – Issue 710 and Issue 711
- Options – Well Street Centre Newsletter – May 2009 & June 2009
- SEEDA - Keeping the South East Working
- The Spire - magazine of St Peter and St Paul, Buckingham
- Volunteer Workout – working throughout Buckinghamshire – news sheet
- Buckingham and River Ouzel Internal Drainage Board – Annual Report

34. Chairman's Announcements

- 35. Date of the next meeting:** Interim Council - Monday 27th July 2009
Full Council - Monday 17th August 2009

COMMITTEE IN PRIVATE SESSION

36. 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.

37. Confidential Minutes of the Town Council meeting held on Monday 11th May 2009.

38. Confidential Minutes of the Interim Town Council meeting held on Monday 8th June 2009.

39. Confidential Minutes of the Environment and Property Committee meeting held on Tuesday 26th May 2009

40. Confidential Minutes of the Finance and Administration Committee meeting held on Monday 27th April 2009 and the Finance, Administration and Personnel Committee held on Monday 15th June 2009.

41. Removal of Play Equipment in Chandos Park

42. Office Extension

COMMITTEE IN PRIVATE SESSION

BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL MEETING

MONDAY 29TH JUNE 2009

37. Minutes

To receive the confidential minutes and confirm the recommendations therein of the Full Council Meeting held on Monday 11th May 2009.

Copy previously circulated TC/02/09

38. Interim Minutes

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 8th June 2009.

Copy previously circulated IM/01/09

39. Environment and Property Committee

To receive the confidential minutes and confirm the recommendations therein of the Environment and Property Committee meeting held on Tuesday 26th June 2009.

Copy previously circulated EP/01/09

40. Finance and Administration

To receive the confidential minutes and confirm the recommendations therein of the:

- Finance and Administration Committee meeting held on Monday 27th April 2009
Copy previously circulated
- Finance, Administration and Personnel Committee meeting held on Monday 15th June 2009
Copy attached FAP/01/09

41. Removal of Chandos Park Play Area Equipment

Members are asked to consider the attached report with regard to the removal of the play area equipment in Chandos Park prior to any decision with regard to its replacement.

Copy attached TC/14/09

42. Office Extension

Councillor Stuchbury has asked that this item be placed on the agenda. The areas he would like to discuss with members are as follows:

- The make-up of the Property Sub-Committee and date for the next meeting of this Sub-Committee
- Update on the current situation with regard to the right of way
- Update on any other matter with regard to the extension that members are not aware of

