



# BUCKINGHAM TOWN COUNCIL

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Town Clerk: Mr P. Hodson

Wednesday, 23 January 2019

Councillors,

You are summoned to a meeting of the Full Council of Buckingham Town Council to be held on **Monday 28<sup>th</sup> January 2019** at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

  
Mr P. Hodson  
Town Clerk

Please note that the Full Council will be preceded by a Public Session in accordance with Standing Order 3.f, 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 Localism Act 2011 Sections 26-34 & Schedule 4.

### 3. Minutes

To receive the minutes and confirm the recommendations therein of the Full Council Meeting held on:

Monday 28<sup>th</sup> November 2018

**Copy previously circulated BTC/09/18**

Monday 14<sup>th</sup> January 2019 (Precept)

**Copy previously circulated BTC/10/18**

### 4. Interim Minutes

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 17<sup>th</sup> December 2018

**Copy previously circulated IM/05/18**

### 5. Planning Committee

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

Monday 26<sup>th</sup> November 2018

**Copy previously circulated PL/09/18**

Monday 17<sup>th</sup> December 2018

**Copy previously circulated PL/10/18**

### 6. Town Centre and Events Committee

To receive the minutes and confirm the recommendations therein of the Town Centre and Events Committee meetings held on Monday 3<sup>rd</sup> December 2018

**Copy previously circulated TCE/05/18**



Twinned with Mouvaux, France



Members are reminded to declare any prejudicial interest as soon as it becomes apparent.  
All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk send you a copy of any minutes, reports or other information. To do this, send a request using the contact details set out above.

**7. Environment Committee**

To receive the minutes and confirm the recommendations therein of the Environment Committee meeting held on Monday 10<sup>th</sup> December 2018 **Copy previously circulated E/05/18**

**Proposed by Cllr. Strain-Clark, seconded by Cllr. Smith and AGREED to RECOMMEND to Full Council that the Council reaffirm their commitment to the Dementia Action Alliance.**

**8. Resources Committee**

To receive the minutes and confirm the recommendations therein of the Resources Committee meeting held on Monday 7<sup>th</sup> January 2019 **Copy previously circulated R/05/18**

**9. To receive and question reports from District and County Councillors**

**10. Appointments to the General Charities**

Member to discuss and confirm the following Trustee appointments to The Buckingham General Charities:

<u>Councillor</u>	<u>Term</u>	<u>Renewal</u>
The Mayor	Term of Office	Ex officio
Cllr. T. Bloomfield	4 years	14 November 2021
Cllr. Mrs. G. Collins	4 years	14 November 2021
Cllr. A. Mahi	4 years	14 November 2021

**11. Unitary Council**

To receive a verbal update from the Town Clerk

**12. GDPR**

To receive a written report from the Town Clerk

**BTC/78/18**

**13. Annual Town Meeting**

To receive a verbal report from the Town Clerk

**14. Screens in the Council Chamber**

To receive a verbal report from the Town Clerk

**15. New Homes Bonus funding**

To receive a written report from the Town Clerk

**BTC/79/18**

**16. Action List**

**Appendix A**

**17. Reports from Representatives on Outside Bodies**

Members are asked to note the reports listed below:

- 17.1 Pontio 15<sup>th</sup> October 2018
- 17.2 Access for All 10<sup>th</sup> October 2018
- 17.3 Access for All 12<sup>th</sup> November 2018
- 17.4 Aylesbury Vale Transport Users Group 11<sup>th</sup> December 2018

**Appendix B**

**Appendix C**

**Appendix D**

**Appendix E**

**18. Mayoral Engagements**

To receive a list of events attended by the Mayor and Deputy Mayor.

Functions the Mayor has attended:

- 29 November 2018 Mary Poppins at RLS
- 29 November 2018 General Charities board meeting
- 1 December 2018 Bourton Meadow Christmas Fayre
- 1 December 2018 Age Concern Christmas get together
- 2 December 2018 Aylesbury Town Mayor's Carol Service
- 5 December 2018 Christmas Lunch at Well Street Church
- 6 December 2018 Celebration Evening at Buckingham School
- 11 December 2018 Trefoil Guild Celebration Tea Party
- 11 December 2018 Singing in the rain at Buckingham School
- 12 December 2018 Older person Xmas party at Buckingham School

12 December 2018 Milton Keynes Mayor & Mayoress' Christmas Carol Service  
15 December 2018 Christmas Parade  
15 December 2018 Community Fair  
16 December 2018 Christmas Drinks with the VC of UoB  
18 December 2018 Friends of the UoB meeting  
25 December 2018 Christmas lunch Churches Together  
11 January 2019 Funeral of Theodore Connor in Stowe Church  
18 January 2019 UoB Matriculation to welcome new students  
25 January 2019 Buckingham & Gawcott Charitable Trust  
1 February 2019 Young Carers  
6 February 2019 Well Street Church accompanying our Mace Bearer  
7 February 2019 General Charities Board Meeting  
11 February 2019 NALC conference in London  
15 February 2019 Young Carers  
24 February 2019 Tree planting at Lace Hill

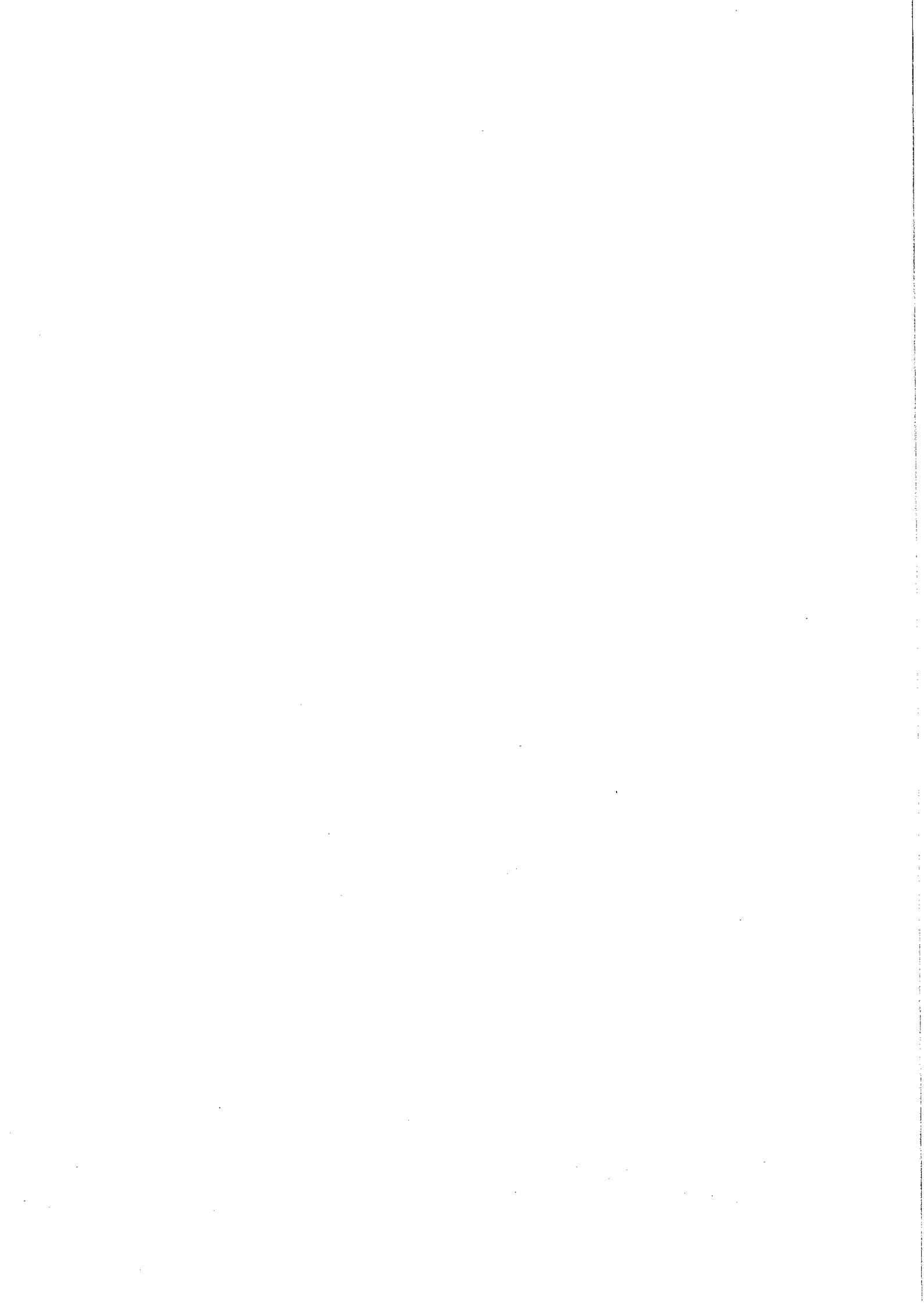
Functions the Deputy Mayor has attended:

Weds 28 Nov Vinson Centre Opening, University  
Weds 5 Dec Unitary Council meeting, Buckingham  
Thurs 6 Dec Buckingham Economic Group Meeting, Buckingham  
Sun 16 Dec Vice-Chancellor Reception, University  
Tues 15 Jan Enfest Meeting, Vinson Centre  
Weds 30 Jan Holocaust Memorial Day, Milton Keynes

#### **19. Chair's Announcements**

#### **20. Date of the next meeting:**

Unitary workshop Friday 1<sup>st</sup> March 2019 10-12pm  
Informal Full Council – Monday 25<sup>th</sup> February 2019 (prior to Interim)  
Interim Council – Monday 25<sup>th</sup> February 2019  
Full Council - Monday 18<sup>th</sup> March 2019



**BUCKINGHAM TOWN COUNCIL****GDPR REPORT****FULL COUNCIL****24th JANUARY 2018****Committee Chair:** Cllr. Jon Harvey**Contact Officer:** Mr P Hodson**Recommendation**

It is recommended that councillors adopt mailbox option 3 and usage option A. I.e. that councillors are provided with a @cllr.buckingham-tc.gov.uk email address via VisionICT at a total annual cost of £306, and that councillors are allowed to download council emails to personal devices, provided they have signed a suitable security agreement beforehand.

**Background**

The Data Protection Act 2018 came in force on 25 May 2018. The Act gives effect in UK Law to the General Data Protection Regulation ("GDPR"). NALC have produced updated guidance for local councils, which is attached for reference.

The Town Council adopted the Council Handbook at its meeting on 18 November 2018. The Handbook includes a Data Protection Act 2018 Policy at section 44.

The Council does not generally collect or store personal information. A review of archived documents and current procedures is under way and the Resources Committee will be updated once this is complete. For example this will ensure that no personal contact details have been retained following consultation on the Neighbourhood Plan.

The following issues relating to councillors have been identified:

### **Councillors as data controllers**

The Town Council is already registered with the Information Commissioner's Office as a data controller. This registration will be refreshed when the current period ends.

NALC's guidance includes the recommendation at paragraph 18 that "Councillors who are data controllers independently of their council (e.g. constituency casework or election canvassing) will be required to pay the data protection fee."

However councillors do not need to register in their roles as town councillors.

### **Email addresses**

Where councillors use personal email addresses for town council business, there is a risk of blurring between council and personal use. There is also a risk that should the information commissioner require access to town council emails – which is within their power – councillors would be legally obliged to provide access to their personal email accounts. It can also mean that council data remains within personal accounts once someone stops being a councillor.

General practice has become for councillors to be provided with council email addresses.

The council's ICT provider currently arranges for staff to have @buckingham-tc.gov.uk email addresses. They have provided the following options for councillors:

### **Mailbox Options**

	Councillor Mailbox Domain	Mailbox hosted by	Pros	Cons
1	@buckingham-tc.gov.uk	Microshade VSM	Same mailboxes as council officers with all the features of Exchange.	Expensive (around £6 per mailbox per month)
2	@buckingham-tc.gov.uk	VisionICT	Much cheaper at £18 per mailbox per annum	There is a significant risk that legitimate emails for officers will be identified as spam and lost
<p><b>Technical explanation</b></p> <p>All emails for Councillors and Officers will first be received by VisionICT a new host company. Emails are filtered for spam before being assigned as addressed to Councillors (as Vision ICT hosts these) or Officers.</p> <p>Officers emails, but not their spam, are then sent to Microshade. Any email that is incorrectly marked as spam at the first step before being identified as Councillor or Officer and is NOT for a Councillor is then deleted. This means that there is a risk that Officers emails are deleted and are not able to be recovered. E.g. A VAT receipt from a new company could easily go missing because of the way it's addressed or not being a known contact.</p> <p>This happens because the system filters for spam before it works out who the email might be for, and separates Councillors and Officers emails. Leaving the Councillor email system to deal with spam that isn't addressed to any account it recognises.</p>				
3	@cldr.buckingham-tc.gov.uk	VisionICT	Much cheaper at £18 per mailbox per annum	The council will need a sub-domain creating – this is not difficult and should not cost. Councillors and Officers emails are separate from one another, which allows both domain hosts to filter for spam correctly without being confused by having to pass on a large amount of emails to another host.

**Usage Options**

Once councillors have a council email, a usage policy would be required for councillor's mailboxes to ensure council data is removed from councillor devices should they leave the council.

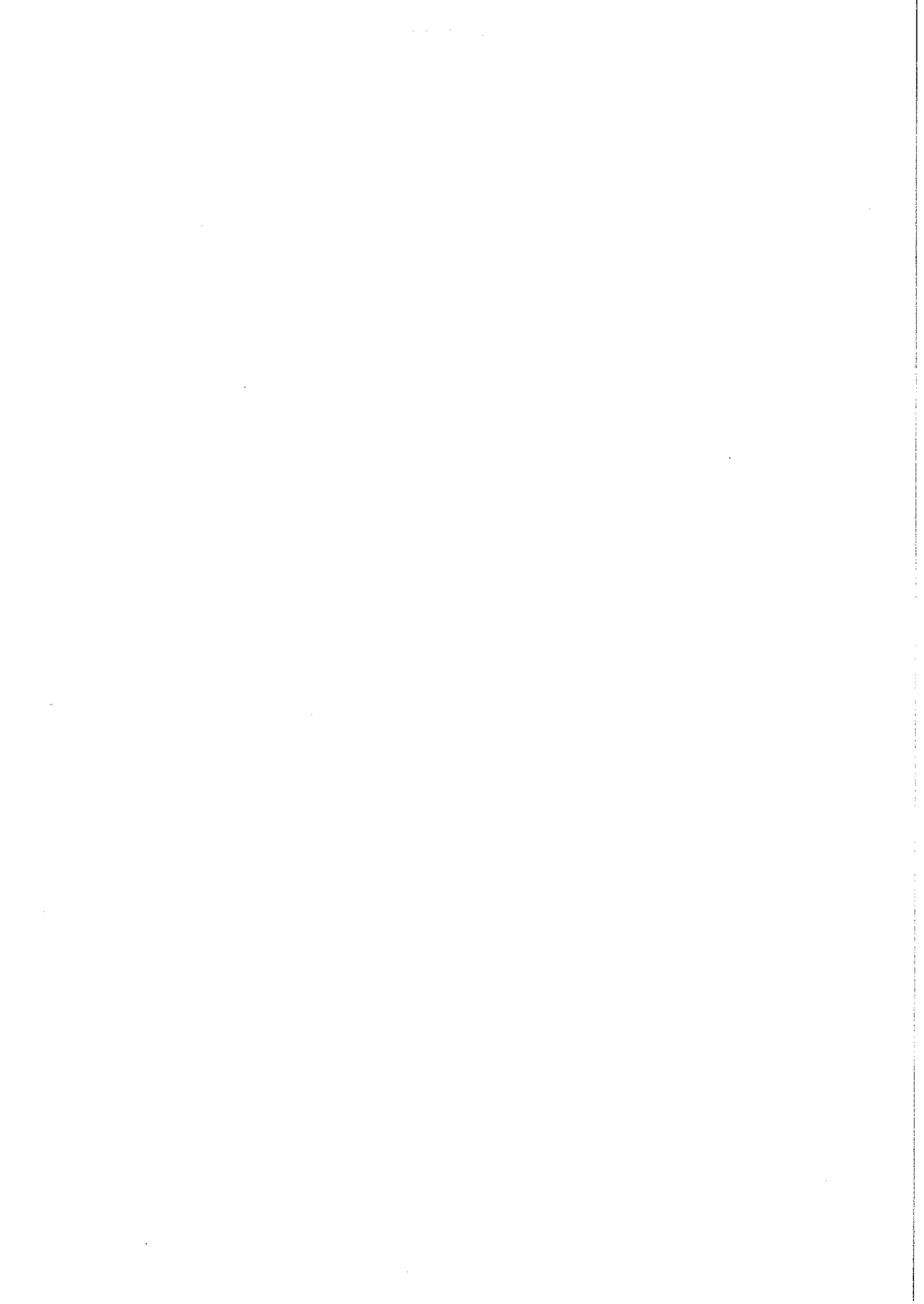
The following options may help:

<b>Option</b>	<b>Pros</b>	<b>Cons</b>
<p>A. Allow access to emails on councillor's devices.</p>	<p>Councillors would have maximum flexibility and ability to download emails to personal devices.</p>	<p>There would be a risk of a data breach if councillor's personal devices were not suitably secure.</p> <p>Individuals might be able to access council data once they stopped being councillors.</p> <p>This might be partly mitigated by councillors being required to sign an agreement that all devices would be protected by suitable passwords at all times, and council emails deleted immediately they stepped down.</p>
<p>B. Restrict to webmail – councillors can only access council emails via a website.</p>	<p>No extra cost. All emails remain on the webserver and the account can be locked or cleared when the councillor leaves.</p>	<p>Councillors can still download attachments to their computing device.</p> <p>From experience, councillors don't like having to log into the website to see if they have received an email</p>
<p>C. Provide councillor a locked down Android Device for</p>	<p>The councillor can only access council emails via this device.</p>	<p>Additional cost (around £150 per device)</p>



council business. With partners we are able to provide pre-configured locked down devices which can be secured in the event of theft or loss

In the event the device is lost or stolen we can track, secure, or wipe it.  
<https://www.microshadesm.co.uk/mobilesecurity.php>



**BUCKINGHAM TOWN COUNCIL**  
**FULL COUNCIL**  
**MONDAY 28<sup>th</sup> JANUARY 2019**

**Agenda No. 15**

**Contact Officer: Mr Paul Hodson, Town Clerk**

**Recommendations**

1. Members are asked to review the list previously agreed to clarify whether any additions should be made, or the order of priority amended, before draft bids are written.
2. It is recommended that Members endorse the proposal from the West End Bowls Club to use a New Homes Bonus Microgrant towards the cost of mowing equipment.

**New Homes Bonus Project Funding**

AVDC have announced that there will be a New Homes Bonus project grant scheme for 2019/20 and that it has just opened for Expressions of Interest. The closing date is Friday 14 June 2019. Expressions of Interest need to include statements as to why the project is needed in relation to the impact of growth on the relevant area, and the need and community support for the proposed investment. This may be the last year the funding is available in this form. Because of the unitary decision, any funding recommendations made after April 2019 may have to be signed off by the new shadow authority before they can be confirmed.

**Background**

The New Homes Bonus (NHB) is a national initiative introduced by the government in April 2011. The scheme is designed to ensure that the economic benefits of housing growth are returned to the councils and communities where that growth has taken place by providing funding to local councils for increasing the number of homes in their area.

For every new home built and occupied in Aylesbury Vale and every long-term empty home brought back into use, the Government gives AVDC a non-ring fenced New Homes Bonus grant each year - for five years in 2017/18 and four years in 2018/19.

AVDC pass a share of the NHB to parishes to help alleviate the impacts of housing growth on local communities. In the past, Buckingham has received funding from the programme for:

Cotton End Steps	£25,946.00
Multi-use games area (MUGA) at Bourton Park Meadow	£35,905
Trim Trail at Bourton Park Meadow	£2,608
New town centre toilet block and permanent base for Shopmobility	£229,222
<b>TOTAL</b>	<b>£293,681</b>

Councillors have previously agreed a list of projects to be considered for New Homes Bonus funding (minute 292/18)

Members discussed and prioritised the existing list of proposals as follows:

- a) BMX Track
- b) Missing footpath between points D-E (south end)
- c) Missing footpath between points A-C (rugby club end)
- d) Safer crossing at the bottom of Badgers across Bourton Road to circular walk- type to be determined
- e) Moreton Road pedestrian refuge (between King's Head and Prezzo)
- f) Safer crossing at the bottom of Maids Moreton Avenue across from the Stratford Road car park- type to be determined
- g) Enhanced cycling scheme

### **Recommendation**

Members are asked to review the list previously agreed to clarify whether any additions should be made, or the order of priority amended, before draft bids are written.

### **Microgrant Funding**

AVDC provide some New Homes Bonus funding through the Microgrant scheme. This makes easily accessible micro grants available for smaller parishes and voluntary and community sector organisations operating within a parish within Aylesbury Vale. The scheme is designed to be more inclusive of smaller parishes and voluntary and community sector organisations who have found it difficult to benefit from the original scheme.

It is not a requirement to evidence that the project is needed because of growth or the impact of growth from a surrounding area, but projects that do may score more highly.

AVDC require that any proposals submitted by community organisations are endorsed by the relevant town or parish council, via a signature from the chair of the council. AVDC's Monitoring Officer has advised that:

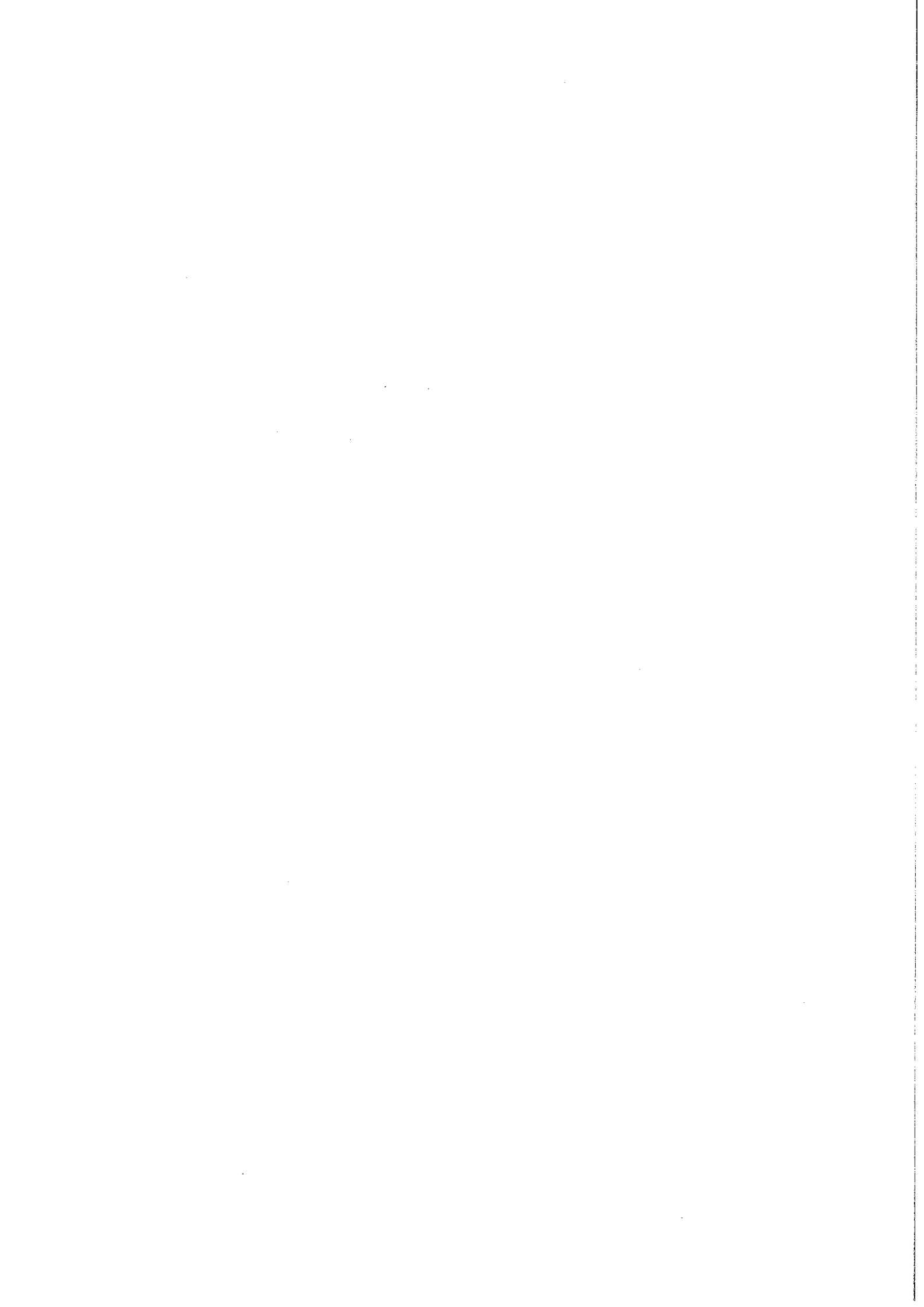
*The Chairman or Parish Clerk do not ordinarily have the authority of endorsement on behalf of the full Parish Council, although some parishes may have delegated such authority to the Chairman or the Parish Clerk (this should be recorded as a resolution if it is the case). If not, it would be in order for the Clerk to email all Councillors to gain their consent and then, in the interests of openness and transparency, this should be minuted at the next meeting of the Council. Failing that, full assent should be sought at the meeting itself, prior to submission of the micro grant form, and minuted.*

West End Bowls club have submitted a request to AVDC for micro grant funding of £1,000 towards a total cost of £1,331 for the purchase of a vericutter cassette attachment for their green mower.

The Town Council are not asked to assess the detail of the proposal, but rather to confirm that the organisation is suitable to receive such funding and to express general support for the award.

**Recommendation**

It is recommended that the Town Council endorse the proposal from the West End Bowls Club to use a New Homes Bonus Microgrant towards the cost of mowing equipment.



Action Item	Minute No.	Action Required	Action Taken	Result
A	712/15	Community Land Trust	Proceed with interest and advertising for local interest	Agenda for 18th March 2019
B	384/18	Screens in the Council Chamber	Cllr. Ralph and unanimously <b>AGREED</b> for the Town Clerk to report back on advancing the purchase of large presentation screens for the Council	Agenda for 28th January 2019
C	503/18	Staff Handbook	To be reviewed November 2019	Agenda for 18th November 2019







**DRAFT MINUTES**

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**PONTIO MEETING 2**

**UOB/BTC/PM/15.10.2018**

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**Minutes of the Pontio Group meeting on 15 October 2018 at Buckingham University, Buckingham at 10.00 am.**

**Present:** Cllr Jon Harvey (JH) – Mayor Of Buckingham – Joint Chair  
Professor Susan Edwards (SE) –Director of Community  
Affairs and External Relations - Joint Chair  
(on behalf of the Vice Chancellor (VC), Sir Anthony Seldon)  
Cllr Mike Smith (MS) – Buckingham Town Councillor  
Mr Paul Hodson – Town Clerk  
Mrs Julie O’Shea (JO) – Law School Professional Skills Administrator, UOB  
Kathy Robins - Buckingham Society  
Sarah Davis - Chair of Friends of Buckingham University.  
Ishola Boluwatife - Student Union President

**1. Apologies for absence**

Sir Anthony Seldon - Vice chancellor  
Emma Potts - Buckingham University Chief Operating Officer

**2. Declarations of interest**

None

**3. Welcome and introductions for new group members**

The Group agreed to welcome both the Chairman and Vice Chairman of the student’s Union as full members of the group. The Chair welcomed the new members to the Group. The Group needs help to widen its awareness of local challenges and needs. Other groups will be invited on an ad hoc basis as appropriate.

Formal invitations have been sent to BCC and AVDC. We are awaiting formal responses. Emma Potts, the New University Chief Operating Officer has been invited to join the Group.

The Trader’s Association are currently reviewing their work. Agreed to defer to the next meeting appointment of a representative from the Buckingham business community.

Agreed that the vice president of the Student Union is a co opted member.

#### 4. Minutes of the last meeting (25/7/18)

Agreed as correct

#### 5. Actions from the last meeting

##### a. Terms of Reference and recording of PG minutes in UoB.

The University executive Committee meets weekly. The Committee has formally agreed the Terms of Reference. The group will report to the Town Council and University Executive by submitting minutes of meetings.

JH reviewed the reasons for the establishment of the group. SE reinforced that the group aims to remain for the long term. It is believed that Buckingham is one of the few towns to be taking this formal approach.

PH and SE and to research whether there are other comparable groups we can learn from.

SE PH

The group agreed to seek formal signing and sealing of the agreement.

It was agreed to delete references to Destination Buckingham because that Group is not currently meeting.

##### b. Declaration of interests

This has been added to the Agenda

##### c. Meeting with Emma Potts, COO UoB

To be arranged.

SE

##### d. New Town Clerk: Paul Hodson

PH updated that it is planned for Town Council elections take place next May. This may be delayed for a year if a county-wide unitary decision is made.

##### e. Linking of Buckingham Town Matters and University calendar

It was suggested that Town Council could support the development of the Buckingham tour which is provided for students. It was agreed to approach the Buckingham Society as to whether they would like to become involved.

KR



There was a discussion about the number of students in the town. The Town Council will investigate further with the District Council. Students can only live in halls in their first year.

PH

The Town Council provides a welcome pack for new residents. The University and Town Council will review the pack to find out if this presents an opportunity for joint working.

SE &

PH

Residents can become readers of the library. JH to highlight through his blog.

JH

MS has spoken to Diana who wasn't able to provide sufficient details about events, or details of plans the required three plus months into the future, to meet the timescale for inclusion in the Town Council's quarterly newsletter. PH will forward on lead times to Diana.

PH

The Students Union arranges talks and cultural events which would be relevant to residents.

MS raised the old newsletter which the university has circulated to residents. At the time it mitigated tensions between the town and students. Agreed to have a Pontio section of around 400 words in Buckingham Town Matters. To be titled University News.

SE &

PH

JH requested the university also consider circulating a distinct hard copy newsletter to residents living locally to the university.

SE will arrange content and distribution of a local leaflet. The Town Council will share the costs and numbers for delivering commercially.

SE &

PH

**f. Bridge project**

Carried forward to the next meeting. The Group will review options for funding, to include HS2 and WREN. Recommend from SU to consider granite and titanium. It appears to be deteriorating. PH will clarify ownership. The University will consider whether it would be possible to raise funding through sponsorship, for example by selling spaces for names.

SE &

PH

**g. Community Engagement awards**

Awards are given at quarterly boards and annual convocation. All awards currently reflect academic achievements. It was proposed to create six Civic Engagement Awards, one for each Business Unit. Agreed for JE and SE to bring something back to the next meeting, looking for each school to nominate someone. They will consult with the student body. JH will seek agreement from the Town Council. The Mayor would present the awards on behalf of the Town Council.

JO & SE

JH

**h. Involving the Mayor in student welcome meetings**

This has been agreed. The mayor is invited to the next matriculation on 29 November, and invitations will be extended twice yearly.

**i. Minute taking**

Confirmed

**j. Complaints process information**

To be included in the first Pontio page in the Buckingham Town Matters.

SE &  
PH

**k. Audit of civic engagement**

Ongoing. SE will share with the group at the appropriate time.

SE

**l. Review of Good Endings Fair**

The first fair was held successfully. Around 300 people attended, with two dozen stalls. The Town Council will discuss whether to repeat next year. The University had a stall which was successful.

**6. To decide on whether to convene a strategy 'awayday' to discuss future strategy for this group**

It was agreed to hold a half day workshop in an afternoon on a Monday. This is likely to be after the next meeting.

**7. New projects:**

- a. The mayor is hosting a well-being walk on Sunday 24<sup>th</sup> March 2019, leaving from the Town Council Chamber at 11am.
- b. Others to be identified at the away day

**8. To consider community relations between 'town and gown' - issues arising**

Discussed above

**9. Update on Town Council and wider town matters**

Discussed above

**10. Update on University and student matters**

The main issues are arising from supporting freshers in areas such as cooking within budgets. The Friends group are supporting this.

**11. Chairs' items**

**12. AOB**

It was suggested to arrange a festival, such as a talent show or talent day next year.

**13. Date and location of the next meeting**

Agreed to arrange two meetings before the end of April 2019. The next to be on Monday 10th December from 11:00 to 12:30 in the Council Chamber.

The meeting finished at 13.00.

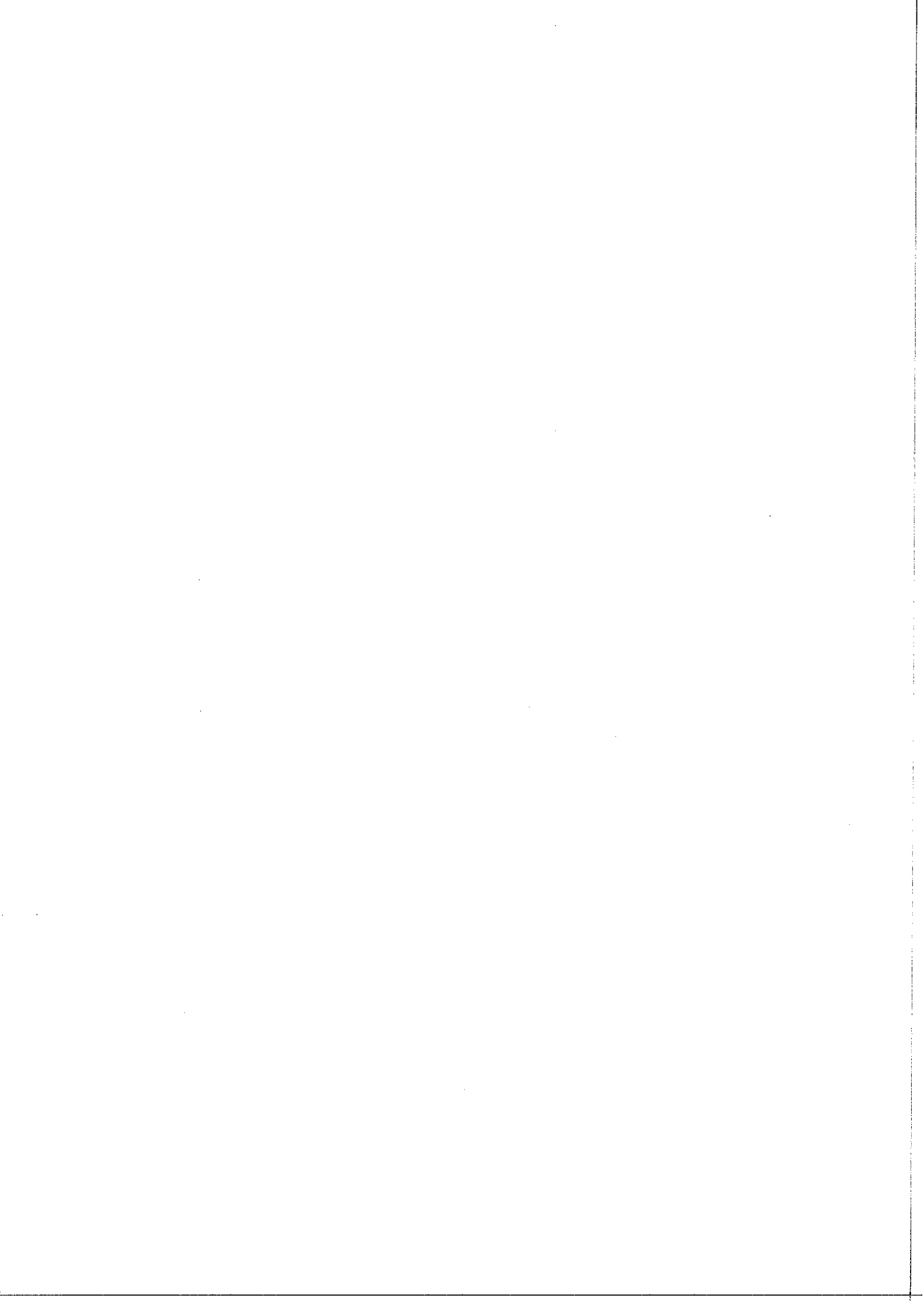
Signed .....

Dated .....

## Appendix A: Terms of Reference

<b>Name of body</b>	<b>Pontio</b> <sup>1</sup> : The Joint Action Group between Buckingham Town Council and the University of Buckingham
<b>Aims</b>	<ol style="list-style-type: none"> <li>1) To initiate, coordinate and support actions which harness and blend the various resources of both the town and the university for the benefit of all who live, study, work, play and visit in Buckingham</li> <li>2) To build excellent relationships between the civic, academic, commercial and leisure organisations in the town</li> <li>3) To work for a future of Buckingham in which <i>all</i> enjoy a life full of ambition, learning, prosperity and well being</li> </ol>
<b>Membership</b>	<p>The Group will be jointly chaired by the Town Mayor and the Vice Chancellor (or his/her senior academic representative)</p> <p>Core membership will also extend to</p> <ul style="list-style-type: none"> <li>• One other University representative (probably from administrative staff)</li> <li>• One representative of the Student body</li> <li>• One Town Councillor</li> <li>• The Town Clerk (or his/her nominated officer)</li> </ul> <p>The Group will also have the power to co-opt members from</p> <ul style="list-style-type: none"> <li>• Other local civic bodies</li> <li>• Commerce in the town</li> <li>• Cultural and leisure organisations</li> <li>• Interest groups / community</li> </ul> <p>Up to a maximum of ten people so as to keep the group tight and action focused.</p>
<b>Status</b>	The Group would be an 'arms length' body which would report into the Town Council and the University Executive
<b>Frequency</b>	The Group will meet between four to six times per year
<b>Minuting</b>	To be shared between University and the Town Council
<b>Resources</b>	The Group will make bids to third parties as well as seek resources (to be agreed as formality necessitates) from the Town Council and University. Once established, the Group may choose to bid for a core fund to spend on small projects

<sup>1</sup> Pontio is Welsh for 'bridge, span or transition' which was successfully used in Bangor as the name for the joint University and Town arts centre which symbolises their joint working together. By using this name, this will echo the research road trip embarked upon by the Vice Chancellor and Mayor in Spring 2018 to visit the 'towns and gowns' of Aberystwyth and Bangor.





## Access for All

### Minutes of October 2018 meeting

10 October 2018 - Council Chamber

<b>Actions from the meeting:</b>	
<b>All members</b>	<p>To let Chris know about any potential volunteer drivers for the Community Bus (BART) trial scheme.</p> <p>To come up with an Action Plan to get the bus company to provide reliable access to the X5 bus.</p> <p>To continue to monitor the Buckingham DisabledGo website to check details, make corrections and add comments</p> <p>To report problems with roads and pavements to Transport for Bucks as they arise using the TfB website</p>
<b>Jenny</b>	<p>To write to the Town Council about the possible closure of Buckingham Hospital with a view to a co-ordinated response to the plans.</p> <p>To write to the Town Council about use of Villiers Hotel facilities by the Town Council while there continue to be access concerns.</p> <p>To write to BTC concerning use of S106 funds to improve and add to dropped kerbs in the town</p>
<b>John R</b>	John to try to make progress with the Chantry Chapel.

In attendance: Cllr. Derrick Isham, Cllr. Chris & Peter Strain-Clark, John Russell (Chair), Pam Tonge, Jenny Bates, Joy Fuchter, Cllr Mike Smith, John Squires

Apologies: Ed Grimsdale, Una Robinson, Cllr. Warren Whyte, Cllr Ruth Newell

**1. Welcome, introductions and apologies**

John Russell welcomed all to the meeting.

**2. Minutes of the Meeting held on 10 September 2018.**

Agreed.

**3. Matters Arising – On Agenda for this meeting.**

**4. Acting Chairman's Report**

**Chantry Chapel:** John has still not heard anything from the National Trust.

**5. Treasurer's Report**

Current funds are £894.45 after paying for the meeting room for six months. Room hire has gone up to £7.50.

**6. Secretary's Report – See below under Buckingham Hospital/Lace Hill Medical Centre.**

**7. Buckingham Hospital/Lace Hill Medical Centre**

Jenny has spoken to John Wrigley from the Friends of Buckingham Hospital about the possibility of a coordinated campaign to highlight the concerns of residents from Buckingham and the surrounding area. She was told that the Friends are in discussion with the CCG and would campaign to achieve what they felt was best for Buckingham even if this meant the closure of the Hospital.

Jenny was told that only 50% of the beds are usually occupied by Buckingham residents and Jenny questioned whether Buckingham patients in acute hospitals are offered a stepdown bed in Buckingham Hospital as an option. She suggested that the CCG may actually encourage potential patients not to be offered a Buckingham Hospital bed so as to make it appear that the Hospital was under-used. A4A members felt it was important that the Swan Practice offer beds and treatments at Buckingham Hospital. Mr Wrigley also suggested that he felt that a shuttle bus from the town centre to Lace Hill would allay residents' concerns about access to the new medical centre. The Group felt that people from surrounding villages did not find it too onerous to get to the town centre for medical appointments but that then expecting them to take another bus to Lace Hill would be too much.

Mike raised concerns about the process that the CCG was following as not all statutory consultees were being involved in the discussions. He had watched the meeting of the HASC via webcast. He highlighted that the Buckingham Hospital website lists 23 services as being offered at the Hospital and that it's important that these continue. It's not just about keeping the beds open. The front façade of the building is listed but there is no reason why improvements could not be made to the interior to enable it to meet modern-day requirements. He pointed out that the plans for the Lace Hill Medical Centre have not yet been approved and that the Town Council has raised a number of issues eg the distance from the parking area to the Centre. It was felt that the Swan Practice has a vested interest in moving to Lace Hill. Joy mentioned that she has been told by someone from the Swan Practice that they are hoping to open Lace Hill Medical Centre in 2020.

It was agreed that the Town Council should be asked to coordinate lobbying of decision-makers by local health interest groups eg carers' organisations, diabetes group, Parkinsons.

It was also agreed that efforts should be made to gain the support of John Bercow for such a campaign. He had been very supportive when Buckingham Hospital was previously under-threat. He should also be made aware of the significant support of residents for the Advertiser petition against closure of Buckingham Hospital. Ed has written an article about previous local campaigns to keep the Hospital open when it was under-threat – Jenny to ask Ed if this can be circulated to Group members.

John Russell reported that he had asked if he could attend a committee meeting of the Friends of Buckingham Hospital where the possible closure was to be discussed but was told it wasn't a public meeting.

The new Health Secretary has indicated that he feels that local community hospitals should be kept open but it's unclear how this view affects plans for community hospitals that are already in the pipeline such as Buckingham Hospital.

#### **8. Villiers Hotel & Ballroom**

There is still no progress to report with the Villiers Hotel. There appear to be a lot of events taking place there. It was agreed that the alleyway to the service lift to the Ballroom always has a lot of rubbish, including broken glass, but the Manager, Jean Rush, has said that Villiers is not responsible for the rubbish. Joy enquired about making a booking on the phone and was told that access for

## Access for All

### Minutes of November 2018 meeting

12 November 2018 - Council Chamber

<b>Actions from the meeting:</b>	
<b>All members</b>	<p>To let Chris know of any potential volunteer drivers for the Community Bus (BART) trial scheme.</p> <p>To continue to monitor the Buckingham DisabledGo website to check details, make corrections and add comments</p> <p>To report problems with roads and pavements to Transport for Bucks as they arise using the TfB website</p>
<b>Ed</b>	<p>To comment on the Planning Portal re proposed chairs and tables in front of the new coffee shop in the old Natwest building</p> <p>To write to BTC on behalf of A4A about April Cottage</p> <p>To write to BTC concerning use of S106 funds to improve and add to dropped kerbs in the town</p>
<b>John R</b>	John to try to make progress with the Chantry Chapel.
<b>Mike</b>	To investigate whether action can be taken with regard to April Cottage under the AVDC rules on Empty Houses

In attendance: Cllr. Derrick Isham, Cllr. Chris & Peter Strain-Clark, Pam Tonge, Jenny Bates, Joy Fuchter, Cllr Mike Smith, John Squires, Ed Grimsdale, Una Robinson

Apologies: Cllr. Warren Whyte, Cllr Ruth Newell, John Russell (arrived late due to home emergency)

**1. Welcome, introductions and apologies**

In John Russell's absence, Derrick took the Chair and welcomed all to the meeting.

**2. Minutes of the Meeting held on 8 October 2018.**

Agreed.

**3. Matters Arising** – There was concern that the waiting room at Buckingham House Dental Practice is going to be used as a treatment room for another dentist, raising questions about where the waiting room would be located in the future. This again highlighted the impact of the loss of Dental Services at Buckingham Community Hospital 2 years ago. This decision was taken without public consultation and without concerns being raised by Friends of Buckingham Hospital. Although the dental service is not available, it is still listed on their website as one of the services available at the Hospital.

**4. Acting Chairman's Report**

John R was not present to provide a report.

**5. Treasurer's Report**

Current funds remain at £894.45.

6. **Secretary's Report**

Jenny reported that, as requested by the group, she had written to Buckingham Town Council to highlight again the issues with disabled access at the Villiers Hotel, Ballroom and Business Centre and to request that BTC consider refraining from use of the Villiers facilities for Council events until action has been taken to improve disabled access.

7. **Buckingham Hospital/Lace Hill Medical Centre**

Christine reported that she put forward a proposal that the Town Council organise a public meeting to discuss the future of Buckingham Hospital and the proposed Lace Hill Medical Centre. This is being organised and all parties involved will be invited.

Derrick emphasized that the concern is not just about the loss of beds at the Hospital but also about the clinics and services currently available there.

It was felt that the CCG is planning the sell the site after the Lace Hill Medical Centre is opened.

Mike reported that the Town Council has started to take steps to make the Hospital building a community asset. The process means that BTC would be given the opportunity to buy the property at a reasonable market price. Ed pointed out that the land was given to the town in the 1880s and would support it becoming a community asset. It was felt that a lot of people have a lot to gain from the sale of the Hospital and the transfer of services to Lace Hill. Pam queried whether the Lace Hill plans would be affected by the new Health Secretary's stated support for community hospitals being used to provide local services.

There was concern that April Cottage, next to the entrance to the Hospital, is being allowed to fall into disrepair. Mike suggested asking BTC to contact the owners to ask them to take steps to stop any further dilapidation. The cottage is also in a conservation area which is managed by AVDC. Ed agreed to write to BTC on behalf of A4A. Mike also agreed to look into the rules concerning empty houses as the group felt that the cottage has probably been empty for about 10 years.

Concerns about the Lace Hill development have been raised at the HASC with respect to the lack of an assessment of the need for a new medical centre and also planning issues.

8. **Villiers Hotel & Ballroom**

There has been a lot of discussion on facebook about the pile of rubbish and overflowing bins next to Domino's and close to the disabled entrance which is attracting rats and foxes. Christine has suggested to the Town Council that they should get Environmental Health to sort it out. Una has already been in touch with Environmental Health but still hasn't got anyone to sort it out. She has spent hours on the phone. AVDC has suggested it could be fly tipping which would make it a BCC issue. Mike felt that the rubbish in the alleyway was not a problem for A4A but Chris's view was it is partly a disability issue.

John S felt that Villiers is not concerned about the lack of disabled access and facilities and thinks there is plenty of space to put in a disabled toilet. Ed felt that Villiers has invested a lot of money in the hotel but still failed to address the accessibility issues. The Town Council has agreed that no BTC events should be held on Villiers premises until there are accessibility improvements.

9. **Picnic benches**

Mike has been in touch with Men in Sheds about making a picnic bench but the outcome was that they could make it but not at the price of a similar picnic bench on eBay - £279 with free delivery.

The top would need to be modified and this is being costed at the moment by Lee at BTC. A site has been identified in Bourton Park for the new picnic bench. £200 has been raised already towards the cost of the bench – Mike has donated £200 and Ed has pledged £200. Mike has also found £220 in the BTC accounts. It seems likely that everything could be done by the Spring.

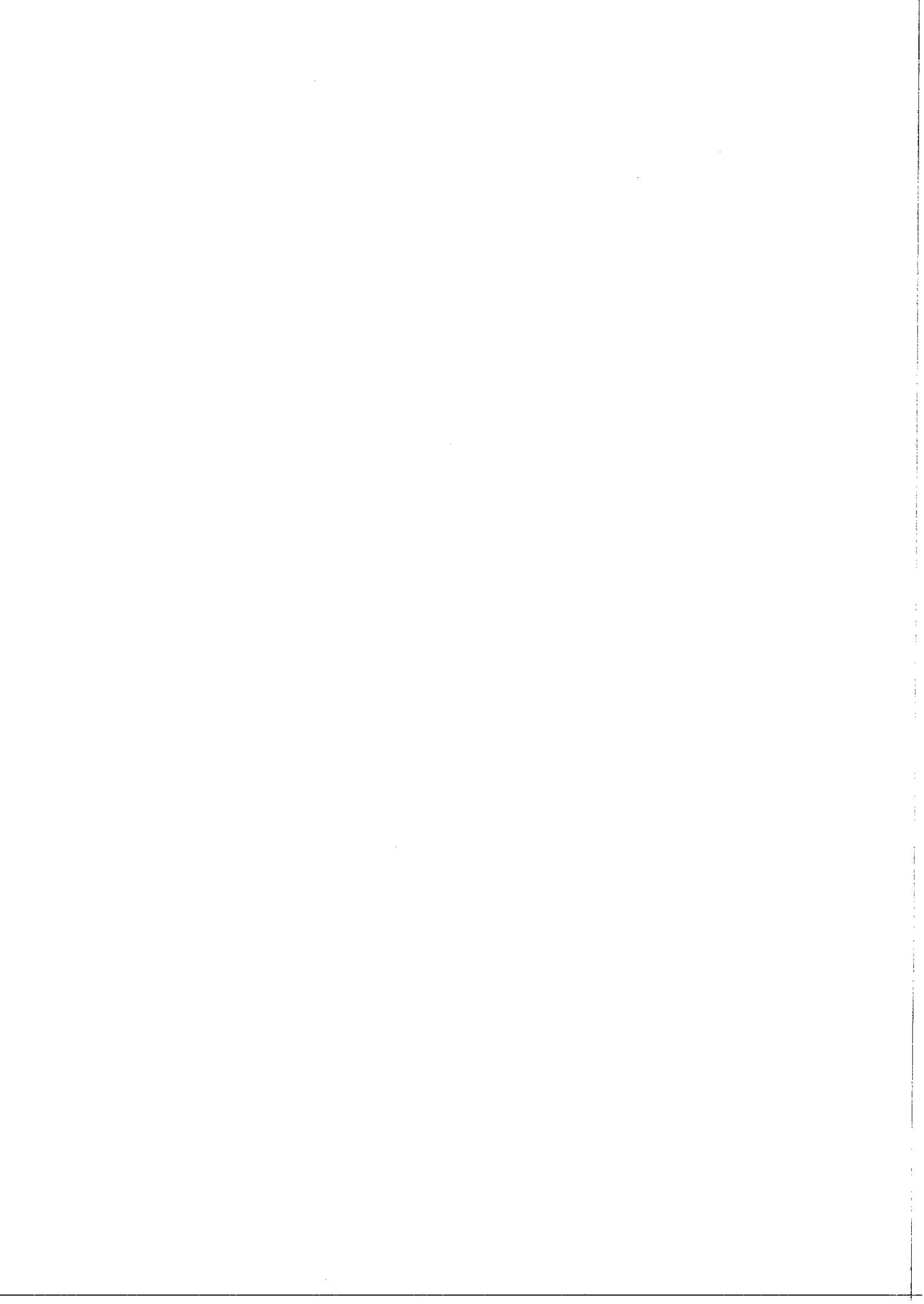
**10. Planning application – Natwest**

The planning application relates to installing tables and chairs on the pavement outside the new coffee shop. Pam reported that the footpath was completely blocked off when she passed and she had to get someone to hold traffic up so she could get past on the road. Ed said that he still has concerns about access as the patio at front of the building provides level access into the coffee shop. The proposed tables and chairs will leave the width of the pavement less than 2 metres wide and it is very close to the zigzags for the crossing. Ed has spoken to the builder about these concerns. A wall has been built on the patio between the dry cleaner's and the coffee shop - Mike felt that the planning application plans need to be checked to see whether this wall was included. There is also a requirement to give notice when blocking a pavement and suggested BTC may need to write to the developer. BTC has already commented on the Planning Portal on this planning application. Ed agreed to comment on behalf of A4A.

**11. Adaptive Community Bus (BART) update**

The bus has been running some journeys to see how it goes. There isn't yet enough uptake and it possibly needs more publicity. On Tuesday lots of the villages have a bus but the driver is trying to stir up interest elsewhere, for example for people wanting to go to the Filmplace. There seems to be a lot of enthusiasm for the bus but people aren't taking their enquiries further at the moment.

**12. Next meeting: Monday, 10 December 2018, 2 – 3.30pm in the Council Chamber.**



- AHAVTUG

AYLESBURY VALE TRANSPORT USERS GROUP

MINUTES OF MEETING HELD ON 11<sup>th</sup> DECEMBER 2018

AT AYLESBURY TOWN COUNCIL, TOWN HALL.

1. Present – Colin Higgs – CH(Chairman and Aston Abbots PC), Andy Huxley – AH(Vice-Chairman, Secretary, AVDC/Aylesbury Town Councillor), Geoff Aldridge – GJA(Treasurer/Wingrave), Graham Aylett – GA(AOTRA), Graham Oliver – GO(Haddenham), Mary Oliver – MO(Haddenham), Rosemary Butler – RB(Bedgrove Residents), Taj Khan – TK(Red Group), Bronwen Lee – BL(Aylesbury + Transport User), Liz Bendall – LB(Tring Bus Users Group), Trish Cawte – TC(Winslow Town Council), Janet Gowin – JG(North Marston), Andy Clarke – AC(Bucks CC), David Horsler – DH(Bucks CC), Richard Clark – RC(Elm Farm Resident), George Grundy – GG(Arriva), Darren Swain – DS(Arriva).
2. The Chairman welcomed all to the meeting.
3. Apologies were received from Rachel Webb, Warren Whyte, Jenny Wodey, Janet Davis and Celia Jones.
4. The minutes of the last meeting held on 11<sup>th</sup> September 2018 were approved and signed by the Chairman.
5. Matters arising – GO raised an issue with the 112. AC to look into this. GA Brought up the matter of Wendover/Bedgrove buses and indicated that more people were taking to cars. AC said that he would look into timetables. Further mention of buses in the Bus Station leaving their engines running. AH said that he had been on one Arriva bus where this had happened and also that the driver had even left the bus and the engine was still running.
6. Bus Matters – TC raised the subject of both the 60 and X60 services in respect to a Sunday service. GG indicated that the matter was under discussion. TC also said that 2 60/X60's had passed her recently without stopping. GG to investigate this and why the early Winslow X60 buses 06.34 and 07.04 ran late. JG raised concern about the North Marston school bus in respect to breakdowns and overcrowding. LB brought up the subject of the 500 service now on a 30 min service rather than 20 minutes and that of breakdowns. 500 Aylesbury – Hemel Hempstead run by Arriva. Hemel to Watford – Southern Counties. See letter Herts County Council ref. Guy Brigden. The service is shared by Arriva and Southern Counties and DS would prefer it to be Arriva alone. DS will keep us informed of any developments. RB re. No. 8 service especially on Bedgrove – Welbeck/ Ingram Avenue – The 4 bus stops no longer used causing concern with residents. 50 service – Double capacity on Saturday to Halton. RC said no one on it. DS/ Assessment Community Team to look into. CH commented on service between Elm Farm and Bedgrove. RC Cars in use. 6 “pensioner” buses a day. Other services not used. None in afternoon or return. AC said

that there was limited revenue. GG to look into Elm Farm situation. CH wanted to know why the Cheddington bus went through Elm Farm. Comments were received that a lot of leaflets in circulation were out of date. AC indicated that all information was on line. Not a lot of response in respect to LB mentioning a newsletter. GO 280 service Church Way, Haddenham. Service taken away. 305 houses – Strategic Development – Served by trains and buses? Section 106 money for new service? AC looked into Glebe Farm. AH said he had received a call from a resident in Aylesbury regarding the 833 Haddenham to Princes Risborough. Bus arrives 07.51. Due out 07.57. He said that the bus had been going out early just after he arrived. The bus is the link from dropping his wife at the school and children's onward journey. TK to look into.

7. Train matters – GJA briefly reported on London NW/ Chiltern. Best reliability in the country. Increase of 10,000 capacity next year.
8. Chairman's Report – CH reported on buses which is covered in the minutes. Evening meeting confirmed as Wednesday 13<sup>th</sup> February 2019 18.00 – 20.00.
9. Secretary's report – AH mentioned correspondence he had with Paul Hodson who is the new clerk of Buckingham Town Council. Ideas required on buses etc in respect to Aylesbury becoming a garden town. Any thoughts on Park and Ride?
10. Treasurer's report – GA reported that we had £421.82 in the bank.
11. A.O.B. There being no further business the meeting closed at 15.30hrs.

The next meeting will be Wednesday 13<sup>th</sup> February 2019.

VENUE: THE TOWN HALL, 5 CHURCH STREET, AYLESBURY HP20 2QP.