

Minutes of a meeting of the Full Council of Buckingham Town Council held on **Monday 15th July 2019** in the Council Chamber, Cornwalls Meadow, Buckingham at 7:00pm.

Present:

Cllr. T. Bloomfield	
Cllr. M. Cole	Mayor
Cllr. Mrs. G. Collins	Deputy Mayor
Cllr. P. Collins	
Cllr. Mrs. M. Gateley	
Cllr. J. Harvey	
Cllr. P. Hirons	
Cllr. D. Isham	
Cllr. A. Mahi	
Cllr. H. Mordue	(until minute 192/19)
Cllr. Ms. R. Newell	
Cllr. L. O'Donoghue	
Cllr. A. Ralph	
Cllr. M. Smith	
Cllr. Mrs. C. Strain-Clark	
Cllr. R. Stuchbury	(from minute 192/19)
Cllr. M. Try	

In attendance: Mr. P. Hodson Town Clerk
Mrs. N. Stockill Committee Clerk

A minute's silence was held in respect for Mr. N Bowerman, former Street Cleaner and Friend of Buckingham, who had died in June 2019.

The meeting was preceded by a Public Session in accordance with Standing Order 3.f.

PUBLIC SESSION

Mrs Hilary Baxter spoke to agenda item 14 (Representation on Buckingham Town Council) to be discussed later in the meeting. Mrs Baxter explained the Town Clerk's report had originated from their email exchange in January 2019 where she had questioned the lack of young female Town Councillors in Buckingham. Ms Baxter complimented the Town Clerk on a thorough report and highlighted some key statistics:

- The average age of Buckingham Town Councillors is 67 and nationally, 10.8% of councillors are under 45, compared to 0 in Buckingham.
- 5 out of the 17 current Town Councillors are women, making 20% compared to the local council census figure of 39.2%.
- Current legislation means that the Council is not allowed to pay for childcare or other dependant's care allowance.

Mrs Baxter asked Members to consider amending the report recommendation to incorporate the following points:

1. Agree to set a target of appointing 1-2 parents under the age of 45 with primary school age children and at least one male.
2. Advertise Town Councillor vacancies on primary school notice boards.

3. Each Town Councillor to personally ask one young parent to consider standing as Town Councillor.
4. Explore ways for the Town Council to pay for child care expenses.

Mrs Baxter's perception was that Buckingham is a child unfriendly town and that little has been done to improve pedestrian/buggy access and baby changing facilities.

Cllr. Isham thanked Mrs Baxter for coming to speak to Councillors on such an important issue and Cllr. Strain-Clark asked Mrs Baxter to consider standing for election herself. Cllr. G. Collins refuted the suggestion that Buckingham was child unfriendly as almost all pubs, restaurants and public places had baby change facilities and many children's activities and baby groups were present in the town.

Cllr. Harvey spoke in favour of advertising in primary schools and drew Mrs Baxter's attention to work of the AccessForAll group whose aim was to make Buckingham accessible for everyone removing barriers to enable access for wheelchairs, scooters and pushchairs.

Members thanked Mrs Baxter for attending and explained the item would be discussed further in the agenda (*min 192/19*).

183/19 Apologies for Absence

Members received apologies from County Councillors Whyte and Clare and District Councillor T. Mills. Members additionally accepted apologies from Cllr. Stuchbury for lateness.

184/19 Declarations of Interest

Cllr. Gateley declared an interested in agenda item 11 as a member of Buckingham Fairtrade.

Cllr. Mordue declared an interest in agenda item 20 (NHB) as Cabinet Member for Finance at AVDC.

185/19 Minutes

Members received and **AGREED** the minutes and the recommendations therein of the Full Council Meetings held on:

- Friday 17th May 2019
- Monday 20th May 2019

186/19 Interim Minutes

Members received and **AGREED** the minutes and the recommendations therein of the Interim Council meeting held on Monday 24th June 2019

187/19 Planning Committee

Members received the minutes of the Planning Committee meetings held on:

- | | |
|-------------------------------------|---------------|
| • Monday 13 th May 2019 | AGREED |
| • Monday 3rd June 2019 | AGREED |
| • Monday 24 th June 2019 | AGREED |

188/19 Town Centre and Events Committee

To receive the minutes and **AGREED** the recommendations therein of the Town Centre and Events Committee meetings held on Monday 10th June 2019.

Proposed by Cllr. Bloomfield and seconded by Cllr. Isham that the Mayor reads the Proclamation of the new King outside the Old Gaol. It is recommended that TC & E

receive an annual report reviewing plans for the death of a member of the Royal Family. (*Recommendation from TC&E min 81/19*)

A vote was taken and the results were:

In favour: 15

Abstentions: 1

Motion carried

189/19 Environment Committee

Members received the minutes of the Environment Committee meeting held on Monday 17th June 2019

190/19 Resources Committee

Members received the minutes of the Resources Committee meeting held on Monday 8th July 2019

190.1/19 Proposed by Cllr. Harvey and seconded by Cllr. Hirons to amend Standing Orders to specify that, "The contributions or speeches by a councillor shall relate only to the agenda item under discussion and shall not exceed 3 minutes without the consent of the chairman of the meeting." (*Recommendation from min 167/19*)

An amendment was proposed by Cllr. P. Collins and seconded by Cllr. Try to read: "The contributions or speeches by a councillor shall relate only to the agenda item under discussion. ~~and shall not exceed 3 minutes without the consent of the chairman of the meeting~~"

A vote was taken on the amendment and the results were:

In favour: 4

Against: 9

Abstentions: 3

The amendment fell

A further vote was taken on the original recommendation and the results were:

In favour: 9

Against: 4

Abstentions: 3

Motion carried

ACTION TOWN CLERK

190.2/19 Proposed by Cllr. Smith and seconded by Cllr. Harvey to recommend to Full Council for the Town Mayor to arrange a date for the 2019/20 Civic Service. (*Recommendation from min 169.2/19*)

Members discussed the recommendation and Cllr. Cole confirmed he was already in discussion with the Mayor's Chaplin over a potential date for the Civic Service in April 2020. Members were in agreement there was no need for the recommendation as the Town Mayor had already set a provisional date. A vote was taken and the results were:

In favour: 7

Against: 9

Abstentions: 0

Motion fell

191/19 Economic Development working Group

Members received and **AGREED** the minutes of the Economic Development Working Group meetings held on:

- Tuesday 4th April 2019
- Wednesday 8th May 2019
- Thursday 27th June 2019

Members **AGREED** to take agenda item 14 next for the benefit of Mrs Baxter.

192/19 Representation on Buckingham Town Council

Cllr. Try said the democratic process of electing Town Councillors was open to everyone and did not discriminate against race, religion, sexuality, age or gender. In the past Town Councillors had encouraged potential candidates to stand for election but persuasion was not an appropriate means of attracting new Town Councillors.

Cllr. O'Donoghue felt previous recruitment campaigns did not accurately reflect the amount of time Members need to commit to Council meetings and events. Cllr. Strain-Clark welcomed the report recommendations and said more women were needed on the Town Council, regardless of age, and perhaps that would encourage more women to stand in future.

Cllr. G. Collins said parents of young children had little spare time and were unlikely to receive time off from work for Town Council meetings.

Cllr. Cole suggested replacing 'retired Councillors' with 'those over 65'.

An amendment was proposed by Cllr. Harvey and seconded by Cllr. O'Donoghue to read:

It is recommended that the Council ~~adopts~~ enacts where feasible the following options from those listed:

- a) Provides support for breastfeeding mothers by clearly stating that the Council Chamber is breastfeeding friendly
- b) Offers experienced councillors as sponsors / mentors to prospective candidates and new councillors
- c) Provides a series of case studies of local councillors to promote online, in the newsletter and through press releases
- d) Promotes the training available to councillors, and the skills the role can provide
- e) Holds two or three drop in workshops for prospective candidates to meet informally with experienced councillors and officers to hear about the role and work of the council, the commitment required and opportunities to influence the town
- f) Ask the Communications Strategy Group (CSG) to oversee development of promotional materials, including consideration of the templates provided by NALC
- g) Advertises the finish times of meetings

Cllr. Stuchbury entered the chamber at 19.42

A vote on the amendment was taken and the results were:

In favour: 13

Against: 1

Abstentions: 2

The amended motion became the substantive motion and a further vote was taken:

In favour: 13

Against: 1

Abstentions: 2

Motion carried

ACTION TOWN CLERK

Cllr. Mordue and Mrs Baxter left the chamber at 19.28

193/19 Terms of Reference

193.1/19 Town Centre & Events

Members reviewed the Terms of Reference as amended at TC&E (min 60/19)

[Link to TC&E Terms of Reference: <https://www.buckingham-tc.gov.uk/your-town-council/ommittees/town-centre-and-events/>]

Proposed by Cllr. Stuchbury and seconded by Cllr. Isham to **AGREE** the amended Terms of Reference for TC&E Committee.

A vote was taken and the results were:

In favour: 15

Abstentions 1

Motion carried

193.2/19 Staffing (Confidential Matters) Committee

Members reviewed the Terms of Reference as amended at Resources (min 166.3/19)

[Link to Staffing (confidential matters) Committee Terms of Reference: <https://www.buckingham-tc.gov.uk/your-town-council/committees/staffing-confidential-matters-committee/>]

Proposed by Cllr. Smith and seconded by Cllr. Isham to accept the amended Terms of Reference for the Staffing (Confidential Matters) Committee. A vote was taken and the results were:

In favour: 15

Abstentions: 1

Motion carried

Cllr. P. Collins questioned when it was agreed that the Staffing (Confidential Matters) Committee should report to Full Council. [Clerk's note: The relevant minute from an Extra-ordinary Meeting of Full Council on 21st May 2018 is detailed below]

55/18 Proposed by Cllr. Mordue and seconded by Cllr. Harvey to accept the report recommendations. That a formal committee (possibly called Staffing Committee) be created that reports to Full Council, and is convened as and when necessary.

That the Staffing Committee:

- adopts clear and specific Terms of Reference in relation to HR and Employment Matters
- sets out clear delegated responsibilities
- remits any appeals arising from disciplinary or grievance matters to full council, if dealt with by the staffing committee at first instance

A vote was taken and the results were: In favour: 8, Against; 2, Abstentions: 2 **Motion carried**

193.3/19 Resources Committee

Members reviewed the Terms of Reference as amended at Resources Committee (min 166.2/19) [Link to Resources Committee Terms of Reference:

<https://www.buckingham-tc.gov.uk/your-town-council/committees/resources/>]

Proposed by Cllr. Smith and seconded by Cllr. Stuchbury to **AGREED** the amended Terms of Reference of Resources Committee. A vote was taken and the results were:

In favour: 14

Against: 0
Abstentions: 2
Motion carried

194/19 Ear-Marked Reserves

Members received a written report from the Town Clerk and unanimously **AGREED** the following report recommendations that:

a) It is recommended that the following funds are added to Environment Committee's earmarked reserves, with the remainder being moved to the general reserve, as AGREED by Environment Committee on 17th June 2019 **(108/19)**

New cemetery £20,000

Play area replacement £10,000

Solar panels for Lace Hill £28,076

b) It is recommended that the following funds are added to TC&E's Earmarked reserves as AGREED by TC&E Committee on 10th June 2019 **(63/19)**:

- Christmas Lights £1,000
- Fair Trade Promotion £400
- Bonfire and Fireworks £200 (to be donated to the Air Cadets in recognition of their assistance at the Town Council's Bonfire Night event)

ACTION TOWN CLERK

195/19 Action List

Members noted the Action list.

196/19 To receive and question reports from District and County Councillors

Members noted a written update from Cllr. Stuchbury.

197/19 Bard of Buckingham

Members received and discussed a written report from the Town Clerk.

The Town Clerk explained that the Economic Development Working Group had undertaken a series of visits to other market towns to compare their visitor offering to Buckingham. On one of the visits it was noted that Stony Stratford has a "Bard of Stony", who takes part in local events to present poems written for the town and specific occasions. Informal discussions began as to whether a Bard of Buckingham would be a positive innovation. The University of Buckingham's Lecturer in Creative Writing, Cherry Coombe, is keen to support the development of a project, including promoting and helping to plan an initial event. The Bard's precise role description could be agreed by the group. However, traditionally the bard would live within one day's walking distance of the centre of Buckingham. It is likely that the Bard would be tasked with promoting Buckingham, giving voice to the people of Buckingham, and promoting positive relations between residents.

Proposed by Cllr. Stuchbury and seconded by Cllr. Harvey that:

- a) The Council agrees to support the creation of a Bard of Buckingham in principle
- b) The Council agrees to welcome the Bard to present spoken word performances at Town Council events on a case by case basis, to be agreed by the Town Centre & Events Committee
- c) The Council agrees to ask the Town Centre & Events Committee to consider options for an event to be held to elect the first Bard of Buckingham

A vote was taken and the results were:

In favour: 9

Against: 5

Motion carried

ACTION TOWN CLERK

198/19 Walnut Drive – Funding request

Members received a written report from the Town Clerk

Cllr. P. Collins said that even in the event of a successful Judicial Review it was likely David Wilson would lodge an appeal and he did not feel this was an appropriate use of Buckingham's Tax Payer's money. Councillors were in agreement that despite the worthy cause and likely impact on Buckingham's infrastructure they could not commit the Council's limited resources to this project.

Proposed by Cllr. Hirons and seconded by Cllr. Smith not to contribute financially to the Judicial Review being pursued by Maids Moreton Parish Council and Foscoote Parish Meeting. A vote was taken and the result were:

In favour: 15

Against: 1

Motion carried

199/19 Twinning arrangements

Members received and considered a written report from the Town Clerk.

Proposed by Cllr. Smith, seconded by Cllr. Hirons and unanimously **AGREED** the report recommendation that the Council notes the update and takes no action until the Twinning Association provide a proposal for a civic lunch in 2020.

200/19 Youth Council

Members received and discussed a written report from the Town Clerk. Cllr. O'Donoghue listed the following amendments to the report:

3.3 – recruiting one young person from each year group was a suggestion from the founding members of the Youth Council.

3.2 The Youth Council was founded in 2011 when Cllr. O'Donoghue was asked to lead on the project. The first Chair of the Youth Council was from the Youth Centre.

3.4 The three silent Councillors dropped out of the group and management was left solely to Cllr. O'Donoghue and Town Clerk.

3.7 – The Town Clerk was allocated £100 from the Youth Council's £1,000 budget to cover administration costs of the meetings. It was always the intention to handover clerking the meetings to a Youth Councillor.

3.8 The previous Youth Council experienced difficulties recruiting from Years 6-7 as students were too busy with 11+ and SATS exams. Year 7 students were often encouraged to take up numerous after school clubs/activities which precluded them from joining the Youth Council.

Cllr. O'Donoghue knew of 5 students in Year 7 who were keen to join the Youth Council.

4.14 (Local Democracy Week) Cllr. O'Donoghue and the Events Coordinator would ask each school to appoint a student and propose agenda items. Appropriate partners would then be invited to attend the event and take part in discussion. Cllr. O'Donoghue noted that the Royal Latin School was the only school to run a debate club and therefore a debate format was not appropriate.

5.1 The Buckingham Action Group (BAG) was not set up by AVDC but came out of the Events Coordinator and Cllr. O'Donoghue's work with similar Youth Groups in Aylesbury.

5.2 The BAG has always been open for children from age 11+

5.6 Other than the Events Coordinator's hours there has not been any other funding from Buckingham Town Council into the BAG.

5.7 The recommendation should propose that 3 Town Councillors take on equal responsibility for the formation and running of a new Youth Council.

Proposed by Cllr. Harvey, seconded by Cllr. Smith and unanimously **AGREED** to accept the report recommendation to:

- a) Sets up a working group of interested Town Councillors, along with officers, to plan the recruitment process and agree the initial meetings for the Youth Council
 - b) Nominate up to 3 Town Councillors to support the reinvigoration of the Youth Council, and to be silent councillors.
- ACTION TOWN CLERK**

201/19 Nominees to Buckingham General Charities

Members received a written report from the Town Clerk and unanimously **AGREED** to appoint Cllrs. Bloomfield, G. Collins and Newell as the three appointees to the Trust to serve until May 2020, in addition to the current Mayor, Councillor Mark Cole, who is the ex-officio trustee.

Members **AGREED** to appoint trustees for a five-year term from May 2020, to coincide with the Council's five-year term, but reviews the appointments each year, particularly to ensure that if one of the three trustees becomes Mayor, the council still has four trustees appointed for that year.

ACTION TOWN CLERK

202/19 New Homes Bonus

Members discussed and **AGREED** to endorse a Micro-grant application from Buckingham Canal Society.

203/19 Managing Reserves

Members received a report from Town Clerk and considered the officer recommendations.

Cllr. P Collins said he did not believe the Town Council should speculate with Tax Payers' funds and felt the money should be left on deposit in a reputable UK Bank.

Town Clerk explained that the options recommended were used by other Town Councils and utilised reputable UK Banks. However, it was a matter for Council to consider and risk was a factor in the decision making process. The Town Clerk suggested bringing back a more detailed Investment Strategy for Members to consider.

Members **AGREED** for the Town Clerk to report back on an Investment Strategy before any decisions were made.

ACTION TOWN CLERK

204/19 Unitary Council

Members received a verbal report from the Town Clerk

The Town Clerk reported on a recent workshop concerning community engagement, Community Boards and options for devolution with the upcoming unitary council, attended by Cllrs. Smith and O'Donoghue.

Members **AGREED** to keep open discussions regarding devolving parks and play areas and host a workshop on refreshing the Neighbourhood Development Plan. Cllr

Stuchbury offered to take forward any of the Town Council's concerns to District Council.

ACTION TOWN CLERK

205/19 Neighbourhood Plan Refresh

Members noted a verbal report from the Town Clerk.

206/19 Reports from Representatives on Outside Bodies

Members noted reports from Town Council representatives on outside bodies.

207/19 Councillor Attendance 2018/19

Members noted the Councillor Attendance spreadsheet for 2018/19.

Amendment to Cllr. Newell's figures as was present at Full Council on the 28/1/19 and 18/3/19.

208/19 Motion – Climate Emergency

It is now clear that the world has less than 12 years to switch away from fossil fuels to avoid the worst impacts of climate change. Reducing energy use and switching to clean energy will also increase energy security, improve air quality, minimise fuel poverty, boost the local economy and provide jobs and training.

It is proposed that Buckingham Town Council declares a climate emergency and commits to going carbon neutral by 2030. This will help to raise the profile of this vital issue and secure external support and funding. It is also proposed that Buckingham Town Council also signs up to the Covenant of Mayors to track our progress and link with towns around the world who are cutting emissions. Proposer Ruth Newell, Seconder Robin Stuchbury

Cllr. Newell spoke to the above motion and explained there were lots of other councils locally and in Europe that have already made such a commitment including Milton Keynes, Northampton and Frome. Buckingham Town Council has always been forward thinking and proactive on environmental issues and agreeing the motion would set a direction of travel for the Council to follow.

Cllr. Try said he could not support the motion without knowing what the Council could do/implement to meet the 2030 deadline of becoming carbon neutral. Cllr. Gateley said it was the most important issue the world was facing and we've been distracted by our own domestic politics and lost sight of what's important in the world. Cllr. Gateley felt such a strong declaration of the Town Council's commitment to tackling climate change could also help attract younger Town Councillors. Cllr. Stuchbury asked for a recorded vote.

Cllr. Smith said that if the Council were not in a position to commit to the town going carbon neutral by 2030 they could commit that their actions will become carbon neutral by 2030.

An amendment was proposed by Cllr. Smith and seconded by Cllr. P. Collins to amend the motion to read "commit to encourage Buckingham to become carbon neutral..."

A recorded vote was taken on the amendment and the results were:

In favour: Cllrs. P Collins, Smith, Try, Hiron, O'Donoghue, Ralph, Mahi, Bloomfield, G. Collins and Cole

Against: Cllrs. Newell, Harvey, Strain-Clark, Gateley, Stuchbury and Isham

The amended motion becomes the substantive motion and a further vote was taken.
In favour: Cllrs. Newell, Harvey, Strain-Clark, Gateley, Stuchbury, Isham, P Collins, Smith, Try, Hirons, O'Donoghue, Ralph, Mahi, Bloomfield, G. Collins and Cole

209/19 Motion – Climate Change Action Plan

Proposed by Cllr. Newell and seconded by Cllr. Stuchbury.

We call on Buckingham Town Council to support the need for a Climate Change Action Plan for Buckingham Town, so that we take the first step towards taking some concerted actions to reduce and move towards a Net Zero Carbon Footprint for the town. There are so many no-cost and low-cost options available that when combined with the funding available to community and other organisations we can start to play an increased role in combating climate change.

Cllr. Stuchbury called for a recorded vote **AGREED**

In favour: Cllrs. Newell, Harvey, Strain-Clark, Gateley, Stuchbury, Isham, P Collins, Smith, Try, Hirons, O'Donoghue, Ralph, Mahi, Bloomfield, G. Collins and Cole

Members additionally **AGREED** for Cllrs. Newell, Stuchbury and the Town Clerk to issue a press release.

ACTION TOWN CLERK

210/19 Mayoral Engagements

Members received and noted a list of events attended by the Mayor and Deputy Mayor.

Functions the Mayor has attended:

- May 17 Mayor-Making
- May 21 Pontio Group
- May 22 National Trust 30 Years at Stowe
- May 24 Buckingham School Sports Academy Awards
- Jun 06 EDWG Market Town Visit, Towcester
- Jun 11 Bayeux War Memorial visit
- Jun 14 Le Mans Hotel de Ville (City Hall) visit
- Jun 27 EDWG Meeting, Council Chamber
- Jun 28 EntFest 2019 University of Buckingham
- Jun 29 Armed Forces' Day flag-raising, Cornwall's Meadow
- Jun 29 Medical School Graduation University of Buckingham
- Jul 07 Buckingham Festival *Love's Labours Lost*, Maids Moreton Mill
- Jul 09 Medical Detection Dogs Visit, Gt Horwood
- Jul 10 Bourton Meadow ITCC Graduation, Bourton Meadow Academy
- Jul 11 Buckingham Fringe Week Youth Project, Royal Latin School
- Jul 13 Buckingham Festival Gala Concert, Parish Church
- Jul 14 Vice-Chancellor's Summer Reception, University of Buckingham (Mayoress)

Functions the Deputy Mayor has attended:

- May 26th Music in market
- June 22nd Civic Day awards

211/19 Chair's Announcements

Cllr. Cole informed Members of Silverstone's successful bid to host the British Grand Prix for the next five years.

Members noted that the Buckingham Fringe was underway and the Town Mayor would be Quiz Master at The Woolpack on Friday 19th July 2019.

212/19 Date of the next meeting:

Interim Council – Monday 9th September 2019

Full Council - Monday 30th September 2019

Meeting closed at: 9.15pm

Signed Date

Town Mayor