



BUCKINGHAM TOWN COUNCIL

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Town Clerk: Mr. P. Hodson

ENVIRONMENT
COMMITTEE

Wednesday, 09 December 2020
Councillor,

You are summoned to a meeting of the **Environment Committee** of Buckingham Town Council which will be held Monday 14th December 2020 at 7pm online via Zoom, Meeting ID 871 2899 7691.

Residents are very welcome to ask questions or speak to Councillors at the start of the meeting in the usual way. Please email committeeclerk@buckingham-tc.gov.uk or call 01280 816426 for the password to take part.

The meeting can be watched live on the Town Council's YouTube channel here: <https://www.youtube.com/channel/UC89BUTwVpjAOEIdSlfcZC9Q/>

AGENDA

1. Apologies for Absence

Members are asked to receive and accept 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 of the Environment Committee meeting held on Monday 26th October 2020 and received at Full Council on the 23rd November 2020. [Copy previously circulated](#)

4. Action Report

To receive the report and note the updated information.

[Appendix A](#)



Twinned with Mouvaux, France; Neurkirchen Vluyn, Germany

Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't.

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.

5. Budgets

5.1. To receive the latest budget figures

[Appendix B](#)

5.2. To receive the revised budget forecast (covid-19 impact).

[E/85/20](#)

5.3. To receive and discuss a written report proposing the draft budget for 2021/22 and the revised draft five-year budget.

[E/86/20](#)

6. Motion – Proposed by Cllr. Newell

Energy Generation from Vortex Generators

Following the information from Andy Savage about the possibility of energy generation from vortex generators, that this Council investigates the potential of a feasibility study at appropriate sites in the Town Council's ownership and reports back to this committee.

7. Motion – Proposed by Cllr. Newell and seconded by Cllr. Gateley

The practice of land grabbing was raised at the recent Tree Wardens meeting, when we discussed the boundary garden fences along Maids Moreton Avenue, and again the fences that back onto the bridle way from Maids Moreton Playing Field down to the Stratford Road; so on both sides of Page Hill and elsewhere in Buckingham, residents erect new fences and hedges outside their boundaries, put in gateways where there is no access permitted, and dump garden refuse, grass and plant cuttings, and waste soil and debris outside their boundaries. We call on the Town Council to work with Buckinghamshire Council to protect public land for the benefit of all, and to stop illegal land grabs and dumps.

8. Motion – Proposed by Cllr. Stuchbury

In light of the fact the government is insisting that all footpath and rights-of-way are registered and recorded before 2026, I propose that the Town Council issue a press release highlighting the deadline, and ask interested parties to review the definitive public rights of way map held by Buckinghamshire Council and available online at <https://prow.buckscc.gov.uk/standardmap.aspx> to identify any rights of way, within the parish and of Buckingham and Stowe Landscape Gardens, that are not currently recorded. . It seems logical to seek the partnership of the Buckingham Society and any other community groups who wish to take part.

9. HASC 7th January 2021

To discuss and agree written questions and representation for the next meeting of the Buckinghamshire Council's Health and Social Care (HASC) Scrutiny Committee

10. Tingewick Road Green Spaces

To receive a verbal report from the Town Clerk

11. Bucks Off Road Group (BORG)

To discuss and agree a written report from the Town Clerk *[the draft Memorandum of Understanding was circulated to Councillors in advance of the meeting]*

[E/87/20](#)

12. Upper Ouse Natural Flood Management Project Update

To receive a verbal update from the Town Clerk and Estates Manager

13. Access Awareness

13.1. Clarence Park Ramp

To receive a verbal report from the Town Clerk

[Appendix C](#)

14. Climate Change Champion

To receive and agree nominations to act as the Town Council's Climate Change Champion to help raise the profile of the planned online event and the Council's Climate Change Emergency Plan

15. Reports from Affiliated Groups

- 15.1. Minutes of the Buckingham Community Wildlife Project - 7th September 2020

[Appendix D](#)

- 15.2. Notes of the Buckingham Tree Wardens meeting – 26th November 2020

[Appendix E](#)

16. News Releases

17. Chair's Announcements

18. Date of Next Meeting: Monday February 15th 2020.

19. COMMITTEE IN PRIVATE SESSION

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.

20. Brackley Road Cemetery - New Garden of Rest

To discuss and agree a written report including estimated costs for works to be sub-contracted and from the Estates Manager

[E/88/20](#)

21. Bridges in Bourton Park

To receive and approve a quote for repair work to four of the bridges in Bourton Park

[E/89/20](#)

22. New Cemetery

To receive a verbal update from the Town Clerk regarding ongoing negotiations

23. Cemetery Litter Bins

To receive and approve a quote for replacement of litter bins from the Estates Manager

[E/90/20](#)

Committee Members

Cllr. R. Ahmed
Cllr. G. Collins (Town Mayor)
Cllr. Mrs. M. Gateley (Vice Chair)
Cllr. J. Harvey
Cllr. A. Mahi
Cllr. Ms. R. Newell (Chair)

Cllr. Mrs. L. O'Donoghue
Cllr. A. Ralph
Cllr. M. Smith
Cllr. Mrs. C. Strain-Clark
Cllr. R. Stuchbury

Minute No.	Action	Action Required	Action Owner	Update	Deadline
92/15; 904/15;640/16 ; 309.4/17- 463; 206/18; 126/19	Sports Pitch Provision	Cllr. Stuchbury said he was disappointed the issue had not been progressed and asked for the historical correspondence and agreements to be reviewed by the Town Clerk.	Town Clerk	Town Clerk to update env Committee once he has meet with all parties	Feb-21
451/18; 739/18; 280/19; 426/19; 895/19; 127/20	Healthcare Public Meeting	Buckingham Town Council organise a public meeting to discuss residents' concerns and invite the Swan Practice and other interested parties to attend.	Town Clerk	Members AGREED with Cllr. Smith's proposal that written questions, regarding the Lace Hill Health Centre, be submitted to the November meeting if possible, or if there is not time then to the January meeting, and further submissions are to be agreed at the next meeting of Environment Committee on the 14th December 2020.	Ongoing to be revisited once business returns to normal
884/18	Compliments and Complaints Log	Members AGREED the report be brought back to Environment Committee in six months time in the same format.	Committee Clerk	To be reviewed again in April 2021	Apr-21
886/18	Litter bin	Members received and discussed a resident's request to fund a new litter bin and dog waste bin along Tingewick Road. Councillors discussed and AGREED to fund a new litter bin and that the Town Clerk respond accordingly. Members further AGREED to delegate the exact size and location of the new bin to the Estates Manager.	Estates Manager	Location for new dog bin on Tingewick Road found to be agreed with AVDC/TfB	Apr-21
303/19	News Releases	Members AGREED the following News Releases: Town Centre Audit and resulting (minor) highway repairs and Renovation of Buckingham's Milestone Markers.	Town Clerk	Town Centre Audit press release actioned. Milestone Markers to be issued once work is completed.	Apr-21
425/19; 314/20	Bridges Bourton Park	An initial tender exercise did not produce any responses. The tender will be reissued and discussed at a future meeting of Environment Committee.	Estates Manager		December
126/19; 320/20	Cattle Pens Finger Post	Greenspaces Team to install the remaining finger post in the Cattle Pens	Estates Manager	Update for October Meeting	Feb-21

Minute No.	Action	Action Required	Action Owner	Update	Deadline
900/19	Wireless Charging	Town Clerk agreed to report back to a future meeting of Environment Committee.	Town Clerk	Still awaiting update	Feb-21
314/20	New Cemetery		Town Clerk		December
319/20	Lace Hill Doors	AGREED for a report regarding an additional external fire exit door is brought back to the next committee meeting.	Estates Manager		Feb-21
322/20	Burial Plots	Estates Manager to investigate options for a new Garden of Rest further and to obtain costs	Estates Manager	Proposals are being developed	December
328/20	Water Bottle Refill Station	Investigate funding options for an additional water bottle refill station in Buckingham	Estates Administrator	To be considered within the regeneration of the Skate Park	Feb-21
759/20	Skate Park/Bmx Track	Members AGREED for the Town Clerk to investigate the size of official BMX tracks as recommended by British Cycling.	Town Clerk		December
771/20	Tingewick Road Greenspaces	Members agreed for a standing item to be added to the Action Report and to every Environment Committee agenda	Town Clerk		December

INCOME AND EXPENDITURE - EXPLANATION OF DIFFERENCES				
PAGE No	CODE	COST CENTRE	AMOUNT	EXPLANATION
3	4161	250	-£2,286.00	Overspend in budget due to unexpected numerous fire and intruder alarm call out costs. This has resulted in the
				requirement to have supplied and fitted a new Loop Control Panel costing £1519.10 and new inspection door
				costing £1116.00 which were not budgeted for.
3	4225	253	-£8.00	changes to rate costs because of pandemic - resulted in some increases and some decreases
4	4091	261	-£721.00	Design / inspection works fee, carried out before lockdown - upfront 10% paid - to be claimed back via NHB
				ref income code 1078 261
5	9033	901	-£2,685.00	Income has not yet been received for 2018-2019 or 2019-2020. Once income is received it will show on the
				I & E as a separate income line. The total of the income line less the expenditure line will leave you with the
				balance available to spend.

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>EARMARKED RESERVES</u>						
901 EARMARKED RESERVES						
9001 YOUTH COUNCIL	0	1,000	1,000		1,000	0.0%
9002 CEMETERY DEVELOPMENT	0	55,728	55,728		55,728	0.0%
9004 SOLAR PANEL LACE HILL	0	28,076	28,076		28,076	0.0%
9006 SPEED WATCH	0	598	598		598	0.0%
9012 CHRISTMAS LIGHTS	0	295	295		295	0.0%
9013 YOUTH PROJECTS	0	3,000	3,000		3,000	0.0%
9015 CHARTER FAIRS	0	4,136	4,136		4,136	0.0%
9025 PLAY AREA REPLACEMENT	0	30,121	30,121		30,121	0.0%
9027 GREEN BUCKINGHAM GROUP	0	226	226		226	0.0%
9029 CIRCULAR WALK MAINT	0	5,399	5,399		5,399	0.0%
9030 TOURISM LEAFLETS	0	2,404	2,404		2,404	0.0%
9033 ECONOMIC DEVELOPMENT GRP	0	(2,685)	(2,685)		(2,685)	0.0%
9035 PARKS DEVELOPMENT	0	1,405	1,405		1,405	0.0%
9036 ELECTION COSTS	0	5,094	5,094		5,094	0.0%
9040 PARK RUN	0	89	89		89	0.0%
9045 ACCESS FOR ALL	0	251	251		251	0.0%
9046 PLANNING DISPLAY EQUIPMENT	0	1,848	1,848	1,219	629	66.0%
9048 BUCKINGHAM ACTION GROUP	0	1,283	1,283		1,283	0.0%
9049 NEIGHBOURHOOD PLAN	0	20,000	20,000		20,000	0.0%
9050 BRIDGE REPAIRS	0	15,000	15,000		15,000	0.0%
9051 OFFICE DEVELOPMENT / FURNITURE	6,112	12,000	5,888	640	5,248	56.3%
9052 DEPOT EQUIPMENT PURCHASE	2,216	5,000	2,784	727	2,057	58.9%
9053 AEDs	0	420	420		420	0.0%
9054 LACE HILL REPAIRS & MAINTENANC	0	5,000	5,000		5,000	0.0%
9055 RIVER RINSE	0	245	245		245	0.0%
EARMARKED RESERVES :- Indirect Expenditure	8,328	195,933	187,605	2,586	185,019	5.6%
Net Expenditure	(8,328)	(195,933)	(187,605)			
EARMARKED RESERVES :- Income	0	0	0			0.0%
Expenditure	8,328	195,933	187,605	2,586	185,019	5.6%
Movement to/(from) Gen Reserve	(8,328)					
Grand Totals:- Income	0	0	0			0.0%
Expenditure	8,328	195,933	187,605	2,586	185,019	5.6%
Net Income over Expenditure	(8,328)	(195,933)	(187,605)			
Movement to/(from) Gen Reserve	(8,328)					

TOWN CENTRE & EVENTS

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>301 TOWN CENTRE & EVENTS</u>						
1013 HANGING BASKETS	0	410	410			0.0%
1028 LACE HILL EVENTS INCOME	0	1,026	1,026			0.0%
1029 GOOD ENDINGS FAIR INCOME	0	1,000	1,000			0.0%
1062 COMMUNITY FAIR - TABLE INCOME	0	205	205			0.0%
1066 COMEDY NIGHT INCOME	0	3,078	3,078			0.0%
1069 CHARTER FAIR INCOME	0	6,843	6,843			0.0%
1086 FIREWORK DISPLAY INCOME	0	100	100			0.0%
1087 CHRISTMAS LIGHT INCOME	0	100	100			0.0%
TOWN CENTRE & EVENTS :- Income	0	12,762	12,762			0.0%
3997 NI TC & E	2,129	5,960	3,831		3,831	35.7%
3998 PENSION ERS TC & E	7,556	12,608	5,052		5,052	59.9%
3999 WAGES & SALARIES TC & E	33,228	60,567	27,339		27,339	54.9%
4042 EVENTS EQUIPMENT	0	560	560		560	0.0%
4079 FAIR TRADE PROMOTION	0	410	410		410	0.0%
4094 YOUTH PROJECT	3,000	3,000	0		0	100.0%
4104 TOWN IN BLOOM	3,816	10,750	6,934		6,934	35.5%
4107 PRIDE OF PLACE	0	257	257		257	0.0%
4115 RIVER RINSE	165	165	0		0	100.0%
4126 GOOD ENDINGS FAIR	(71)	1,000	1,071		1,071	(7.1%)
4166 LACE HILL EVENTS	0	1,026	1,026		1,026	0.0%
4201 CHRISTMAS LIGHTS	9,501	11,286	1,785	675	1,110	90.2%
4202 FIREWORK DISPLAY	0	5,130	5,130		5,130	0.0%
4203 COMMUNITY FAIR	0	410	410		410	0.0%
4205 CHRISTMAS PARADE	0	3,900	3,900		3,900	0.0%
4208 SPRING FAIR	0	500	500		500	0.0%
4210 PANCAKE RACE	0	80	80		80	0.0%
4211 BAND JAM	0	3,591	3,591		3,591	0.0%
4212 CHRISTMAS LIGHT SWITCH ON	0	2,500	2,500		2,500	0.0%
4213 DOG AWARENESS	475	495	20		20	96.0%
4216 MAY DAY EVENT	0	50	50		50	0.0%
4220 MUSIC IN THE MARKET	0	3,591	3,591		3,591	0.0%
4230 SCOUT PARADE	0	50	50		50	0.0%
4241 COMEDY NIGHT EXPENDITURE	0	3,078	3,078		3,078	0.0%
4243 CHARTER FAIR EXPENDITURE	0	10,254	10,254	7,254	3,000	70.7%
4260 TWINNING	0	2,000	2,000		2,000	0.0%
TOWN CENTRE & EVENTS :- Indirect Expenditure	59,798	143,218	83,420	7,929	75,491	47.3%
Net Income over Expenditure	(59,798)	(130,456)	(70,658)			

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
302 STREET MARKET						
1005 STREET MARKET	9,323	14,500	5,177			64.3%
1006 FLEA MARKET	2,055	4,500	2,445			45.7%
STREET MARKET :- Income	11,378	19,000	7,622			59.9%
4017 SUBSCRIPTIONS	358	450	92		92	79.6%
4225 RATES	2,121	3,078	957		957	68.9%
4235 MARKET INFRASTRUCTURE & PROMOT	750	1,500	750		750	50.0%
STREET MARKET :- Indirect Expenditure	3,229	5,028	1,799	0	1,799	64.2%
Net Income over Expenditure	8,149	13,972	5,823			
303 SPECIAL EVENTS						
1020 FOOD FAIR INCOME	0	513	513			0.0%
1083 FRINGE INCOME	0	3,078	3,078			0.0%
SPECIAL EVENTS :- Income	0	3,591	3,591			0.0%
4221 FRINGE	892	6,000	5,108		5,108	14.9%
4242 FOOD FAIR	332	513	181		181	64.6%
4244 REMEMBRANCE FLAGS	0	600	600		600	0.0%
4273 ONE OFF EVENTS	698	1,500	802		802	46.5%
SPECIAL EVENTS :- Indirect Expenditure	1,922	8,613	6,691	0	6,691	22.3%
Net Income over Expenditure	(1,922)	(5,022)	(3,100)			
305 TOURIST INFORMATION CENTRE						
1084 TIC INCOME	973	33,000	32,027			2.9%
TOURIST INFORMATION CENTRE :- Income	973	33,000	32,027			2.9%
4253 TIC TICKETS AND PRODUCE	1,937	30,780	28,843		28,843	6.3%
4255 HERITAGE APP EXPENDITURE	2,328	6,344	4,016	39	3,978	37.3%
4274 TOURISM WEBSITE	14	2,500	2,486		2,486	0.6%
TOURIST INFORMATION CENTRE :- Indirect Expenditure	4,279	39,624	35,345	39	35,307	10.9%
Net Income over Expenditure	(3,305)	(6,624)	(3,319)			
306 ACCESSIBILITY						
4254 ACCESS ABLE	0	3,488	3,488		3,488	0.0%
4266 ACCESSIBILITY COSTS	0	500	500		500	0.0%
ACCESSIBILITY :- Indirect Expenditure	0	3,988	3,988	0	3,988	0.0%
Net Expenditure	0	(3,988)	(3,988)			
TOWN CENTRE & EVENTS :- Income	12,351	68,353	56,002			18.1%
Expenditure	69,227	200,471	131,244	7,968	123,276	38.5%
Movement to/(from) Gen Reserve	(56,876)					

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	12,351	68,353	56,002			18.1%
Expenditure	69,227	200,471	131,244	7,968	123,276	38.5%
Net Income over Expenditure	<u>(56,876)</u>	<u>(132,118)</u>	<u>(75,242)</u>			
Movement to/(from) Gen Reserve	<u>(56,876)</u>					

**BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 14th DECEMBER 2020**

Contact Officer: Paul Hodson, Town Clerk

Draft Budget 2021-2027

1. Recommendation

- 1.1. It is recommended that the Committee recommend the proposed five-year budget and revised ear-marked reserve, with any changes Members agree, to be included in the proposed budget for 2021/2022 be included in the draft precept for Full Council to consider at the Precept meeting in January 2021.

2. Background

- 2.1. A five-year budget has been prepared, to enable long-term planning. This is based on the budget agreed by the Precept Meeting in January 2020.
- 2.2. The draft budget has been prepared assuming RPI of 1.5%, and allowing for a salary increase of 1.1%.
- 2.3. There has been a decrease in the base number of houses eligible for the Council Tax charge in the town of 129.96. This is due to a reduction from 5,346.84 to 5,216.88. This is due to a substantial increase in the number of houses claiming Council Tax benefit, which has more than cancelled out any increase caused by the building of new homes. The overall budget is therefore being drafted to achieve a reduction to the overall precept by £21,964.27 from the 2020/21 total of £903,930 to £881,966.

3. Key Changes

- 3.1. The following significant changes have been made to the draft budget, to meet changes already agreed by the committee, and to help meet the budget reduction planned:
 - 3.1.1. 4050 250, Lace Hill Playing Fields has been increased by £3,000 to fund the Council's agreed contribution to the new footpath to the football pitches
 - 3.1.2. A new budget of £1,000 has been added to support the work of the Tree Wardens
 - 3.1.3. The estimated cost of new cemetery payments has been reduced in light of current repayment rates, and to plan to repay the loan over 30 rather than 25 years (253 4265)
 - 3.1.4. Small amendments have been made to a number of budgets to

4. Ear-Marked Reserves

- 4.1. At the end of the previous financial year (2019/20), the Council reported an underspend of £617,568. The ear-marked reserves totalled £195,688, leaving £421,880 in the general reserve. In new guidance provided during 2019, the Joint Panel on Accountability and Governance (JPAG) now advise that any authority with Net Revenue Expenditure (NRE) in excess of £200,000 should plan on 3 months equivalent General Reserve, although it is important that each authority adopt, as a General Reserve policy, the level appropriate to their size and situation and plan their Budget so as to ensure that the adopted level is maintained.
- 4.2. For 2020/21 this would have been £226,113. However, in light of uncertainties the Council was facing, it was agreed for the Council to maintain the General Reserve at £422,134 for 2020/21, with the proviso that the Resources Committee are asked to review the new guidance and propose a fresh Reserves Policy during 2020/21.
- 4.3. Following a review of works required to Council assets, a number of schemes are proposed to be taken forwards during the next 2 – 3 financial years. It is therefore proposed to add the following items to the ear-marked reserve, and to request the Resources Committee review the Reserves Policy in this light:
 - 4.3.1. An additional £42,158 for new cemetery development
 - 4.3.2. An additional £15,000 for play area replacement
 - 4.3.3. An additional £10,000 for additional depot equipment
 - 4.3.4. An additional £20,000 for Lace Hill Community and sports Centre repairs and maintenance
 - 4.3.5. £10,000 for Cemetery Lodge repairs
 - 4.3.6. £8,000 for Bowls Club Pavilion repairs
 - 4.3.7. £45,000 for making good and boundary works to the Brackley Road Cemetery

5. Summary of Draft Budget

	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
Income	93,968	105,154	106,271	72,027	107,302	109,365	111,207	113,090	114,481
Expenditure	416,016	464,866	491,064	417,071	460,734	472,767	492,946	502,519	509,489
Net Expenditure	322,048	359,712	384,793	345,045	353,432	363,402	381,739	389,429	395,008

6. Draft Budget

Code	Centre	Budget	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
	201	ENVIRONMENT			0	0					
3995		NI ENVIRONMENT	14087	23,567	24,798	16,000	15,766	16,081	16,403	16,731	17,066
3996		PENSION ERS	42694	44,107	46,384	51,600	45,000	45,900	46,818	47,754	48,709
4004		WAGES & SALARIES	184643	185,719	199,640	200,338	194,000	197,880	201,838	205,874	209,992
4068		COMMUNITY SERVICE	10056	9,620	6,669	1,500	6,769	6,871	6,974	7,078	7,184
TBA		DEFIBRILLATORS					500	510	520	531	541
4112		ENVIRONMENT EQUIPMENT	7103	7,000	6,000	6,000	7,000	8,000	8,120	8,242	8,365
			258,583	270,013	283,491	275,438	269,035	275,242	280,672	286,210	291,858
			258,583	270,013	283,491	275,438	269,035	275,242	280,672	286,210	291,858

Code	Centre	Budget	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
	202	ROUNDAABOUTS			0	0					
4108		ROUNDAABOUT	481	1,500	1,300	1,300	1,320	1,339	1,359	1,380	1,400
			481	1,500	1,300	1,300	1,320	1,339	1,359	1,380	
1051		ROUNDAABOUT NO 1 ABBOT	2178	2,125	2,180	2,180	2,211	2,244	2,277	2,312	2,346
1052		ROUNDAABOUT NO 2 ELLA	1161	1,618	1,660	1,660	1,178	1,196	1,214	1,232	1,251
1053		ROUNDAABOUT NO 3	1905	1,860	1,908	1,908	1,934	1,963	1,992	2,022	2,052
1054		ROUNDAABOUT NO 4 R & B	2429	2,312	2,372	2,372	2,465	2,502	2,540	2,578	2,617
1056		ROUNDAABOUT NO 6 THE	2587	2,537	2,603	2,603	2,626	2,665	2,705	2,746	2,787
1057		ROUNDAABOUT NO 7 RING	1319	1,294	1,328	1,328	1,339	1,359	1,379	1,400	1,421
			11,579	11,746	12,051	12,051	11,753	11,929	12,108	12,290	12,474
			11,098	10,246	10,751	10,751	10,433	10,590	10,749	10,910	12,474
	203	MAINTENANCE			0	0					
4063		VEHICLE HIRE AND RUNNING COSTS									
4102		DOG BINS									
4082		ALLOTMENTS	2000	2,000	2,000	2,000	2,030	2,060	2,091	2,123	2,155
			2,000	2,000	2,000	2,000	2,030	2,060	2,091	2,123	2,155
			2,000	2,000	2,000	2,000	2,030	2,060	2,091	2,123	2,155

Code	Centre	Budget	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
	204	DEVOLVED SERVICES EXPENSES			0	0					
4127		DEVOLVED MINOR HIGHWAYS									
4124		DEVOLVED NON-	12924	15,353	9,000	1,500	8,500	8,628	8,757	8,888	9,022
			12,924	15,353	9,000	1,500	8,500	8,628	8,757	8,888	9,022
1015		DEVOLVED OTHER INCOME									
1017		DEV SERV NON	20353	20,353	20,353	20,353	20,353	20,353	20,353	20,353	20,353
			20,353	20,353	20,353	20,353	20,353	20,353	20,353	20,353	20,353
			-7,429	-5,000	-11,353	-18,853	-11,853	-11,726	-11,596	-11,465	-11,331
	205	GROUNDS MAINTENANCE			0	0					
4033		WASTE DISPOSAL	1550	1,800	1,800	1,800	1,827	1,854	1,882	1,910	1,939
4035		MACHINERY	2543	2,000	1,500	1,500	2,000	2,030	2,060	2,091	2,123
4036		FUEL (MOWER)	1184	3,000	2,300	2,300	1,035	1,051	1,066	1,082	1,099
4037		SUNDRIES	1736	1,500	1,200	1,200	2,518	2,556	2,594	2,633	2,673
4063		VEHICLE HIRE AND			13,500	13,500	13,703	13,908	23,000	23,345	23,695
			7,013	8,300	20,300	20,300	21,083	21,399	30,603	31,062	31,528
			7,013	8,300	20,300	20,300	21,083	21,399	30,603	31,062	31,528
	248	DEPOT			0	0					
4013		EQUIPMENT PURCHASE	852	6,000	2,500	2,500	2,000	2,030	2,060	2,091	2,123

Code	Centre	Budget	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
4055		ALARM	479	400	410	410	416	422	429	435	442
4225		RATES	4075	4,500	4,200	4,200	4,263	4,327	4,392	4,458	4,525
4601		REPAIRS& MAINTENANCE	1366	500	800	800	812	824	837	849	862
4602		ELECTRICITY	1088	2,500	2,000	1,500	1,400	1,421	1,442	1,464	1,486
4603		WATER	482	1,500	1,000	750	750	761	773	784	796
			8,342	15,400	10,910	10,160	9,641	9,786	9,933	10,082	10,233
			8,342	15,400	10,910	10,160	9,641	9,786	9,933	10,082	10,233
	249	<i>PUBLIC TOILETS</i>			0	0					
4225		RATES			1,000	500	0	0	0	0	
4602		ELECTRICITY	0	1,000	1,026	500	500	508	515	523	531
4603		WATER	0	2,500	2,565	1,000	500	508	515	523	531
4608		SHOP MOBILITY	29	1,000	1,026	500	1,041	1,057	1,073	1,089	1,105
4612		CONTRACTOR CHARGE	9579	10,450	10,722	10,722	10,883	11,046	11,212	11,380	11,551
4709		MAINTENANCE	40	500	513	200	521	529	536	544	553
			9,648	15,450	16,852	13,422	13,445	13,647	13,851	14,059	14,270
1085		SHOP MOBILITY INCOME	639	350	100	20	102	103	105	106	108
			639	350	100	20	102	103	105	106	108
			9,009	15,100	16,752	13,402	13,343	13,544	13,747	13,953	14,162
		<i>LACE HILL</i>			0	0					
4050	250	LACE HILL PLAYING FIELDS	1175	9,320	500	200	3,500	515	523	531	539
4118		SOLAR PANELS			715	0	350	737	748	759	771

Code	Centre	Budget	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
4158		LACE HILL GAS	2671	5,000	4,000	1,500	4,060	4,121	4,183	4,245	4,309
4159		LACE HILL ELECTRICITY	5778	(3,757)	1,960	1,960	1,989	2,019	2,050	2,080	2,111
4160		LACE HILL WATER	597	2,500	1,250	300	750	761	773	784	796
4161		LACE HILL REPAIRS & MAINT	7307	10,000	3,500	3,500	3,553	3,606	3,660	3,715	3,770
4162		LACE HILL CONTRACTOR	3235	3,500	3,750	3,750	3,806	3,863	3,921	3,980	4,040
4163		LACE HILL ALARM	91	500	513	513	521	529	536	544	553
4164		LACE HILL EQUIPMENT	225	3,000	2,500	2,500	2,538	2,576	2,614	2,653	2,693
4225		RATES	9575	9,600	9,850	9,850	9,998	10,148	10,300	10,454	10,611
			30,654	43,420	28,538	24,073	31,064	28,874	29,307	29,747	30,193
1026		LACE HILL COMMUNITY CENTRE INCOME	39146	44,000	43,251	12,000	44,376	45,530	46,714	47,929	48,648
1027		SOLAR INCOME			507	0	260	534	548	562	570
			39,146	44,000	43,758	12,000	44,636	46,064	47,262	48,491	49,218
			-8,492	-580	-15,220	12,073	-13,572	-17,190	-17,955	-18,744	-19,025
	251	CHANDOS PARK			0	0					
4601		REPAIRS& MAINTENANCE	1348	2,500	3,065	3,065	3,111	3,158	3,205	3,253	3,302
4602		ELECTRICITY	373	500	513	513	521	529	536	544	553
4603		WATER	966	1,500	1,539	1,539	1,300	1,320	1,339	1,359	1,380
			2,687	4,500	5,117	5,117	4,932	5,006	5,081	5,157	5,234

Code	Centre	Budget	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
1030		BOWLS INCOME	550	550	564	282	572	581	590	599	608
1035		TENNIS COURT RENT	625	625	641	321	651	660	670	680	691
			1,175	1,175	1,205	603	1,223	1,241	1,260	1,279	1,298
			1,512	3,325	3,912	4,515	3,709	3,764	3,821	3,878	3,936
	252	BOURTON PARK			0	0					
4601		REPAIRS& MAINTENANCE	3224	4,000	5,000	5,000	6,000	6,090	6,181	6,274	6,368
4708		PLAY EQUIPMENT	3097	10,000	0	0	0	0	0	0	0
			6,321	14,000	5,000	5,000	6,000	6,090	6,181	6,274	6,368
			6,321	14,000	5,000	5,000	6,000	6,090	6,181	6,274	6,368
	253	<i>CEMETERY</i>									
4225		RATES	349	1,000	400	400	406	1,200	1,218	1,236	1,255
4265		NEW CEM MAINTENANCE			5,050	0	500	5,000	8,500	10,000	10,150
4601		REPAIRS& MAINTENANCE	2576	3,000	3,078	3,078	3,124	3,171	3,219	3,267	3,316
4602		ELECTRICITY	269	400	450	450	457	464	471	478	485
4617		MEMORIAL TESTING	0	2,000	2,052	2,052	2,083	2,114	2,146	2,178	2,211
4619		NEW CEM REPAYMENTS	0	28,728	37,108	0	30,716	30,716	30,716	30,716	30,716
4620		EXPENSES RE BURIAL	2680	6,500	6,669	3,000	5,000	5,075	5,151	5,228	5,307
			5,874	41,628	54,807	8,980	42,286	47,740	51,420	53,103	53,439

Code	Centre	Budget	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
1041		BURIAL FEES	12002	17,000	18,000	18,000	18,270	18,544	18,822	19,105	19,391
			12,002	17,000	18,000	18,000	18,270	18,544	18,822	19,105	19,391
			-6,128	24,628	36,807	-9,020	24,016	29,196	32,598	33,999	34,048
	254	CHANDOS PARK TOILETS			0	0					
4612		CONTRACTOR CHARGE	11560	13,000	13,338	10,170	10,373	10,529	10,687	10,847	11,010
4709		MAINTENANCE	136	1,000	1,026	1,026	1,041	1,057	1,073	1,089	1,105
			11,696	14,000	14,364	11,196	11,415	11,586	11,760	11,936	12,115
			11,696	14,000	14,364	11,196	11,415	11,586	11,760	11,936	12,115
	255	RAILWAY WALK & CASTLE HILL			0	0					
4120		FRIENDS OF GROUPS	402	1,000	1,026	1,026	1,041	1,057	1,073	1,089	1,105
4709		MAINTENANCE	76	500	513	513	1,000	1,015	1,030	1,046	1,061
			478	1,500	1,539	1,539	2,041	2,072	2,103	2,135	2,167
			478	1,500	1,539	1,539	2,041	2,072	2,103	2,135	2,167
	256	STORAGE PREMISES			0	0					
4066		GRENVILLE GARAGE RENT	610	650	667	667	677	687	697	708	719
			610	650	667	667	677	687	697	708	719
			610	650	667	667	677	687	697	708	719
	258	CEMETERY			0	0					

Code	Centre	Budget	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
		<i>LODGE</i>									
4034		PWLB REPAYMENTS INCL	4702	4,702	4,702	4,702	4,072	4,072	4,072	4,072	4,072
4609		CEMETERY LODGE MAINT	2205	6,850	3,500	3,500	3,000	3,045	3,091	3,137	3,184
			6,907	11,552	8,202	8,202	7,072	7,117	7,163	7,209	7,256
1061		CEMETERY LODGE RENTAL	9074	10,530	10,804	9,000	10,966	11,131	11,298	11,467	11,639
			9,074	10,530	10,804	9,000	10,966	11,131	11,298	11,467	11,639
			2,167	-1,022	2,602	798	3,894	4,014	4,135	4,258	4,383
	260	<i>CCTV</i>			0	0					
4100		CCTV ONGOING COSTS	1387	1,600	1,642	1,642	1,667	1,692	1,717	1,743	1,769
			1,387	1,600	1,642	1,642	1,667	1,692	1,717	1,743	1,769
			1,387	1,600	1,642	1,642	1,667	1,692	1,717	1,743	1,769
	261	<i>COMMUNITY CENTRE STRUCTURAL RE</i>			0	0					
4085		STRUCTURAL REPAIRS	50411	4,000	2,000	2,000	2,030	2,060	2,091	2,123	2,155
4091		CHAMBER REPAIRS	0	0	1,000	1,000	1,015	1,030	1,046	1,061	1,077
			50,411	4,000	3,000	3,000	3,045	3,091	3,137	3,184	3,232
			50,411	4,000	3,000	3,000	3,045	3,091	3,137	3,184	3,232
	262	<i>PARKS GENERAL</i>			0	0					

Code	Centre	Budget	2019/20 Actual	2019/20 Budget	2020/21 Budget	2020/21 Forecast	2021/22	2022/23	2023/24	2024/25	2025/26
4101		SEATS AND BINS			1,026	1,026	1,041	1,057	1,073	1,089	1,105
4102		DOG BINS			4,500	4,500	4,350	4,415	4,481	4,549	4,617
4106		PLAY AREA MAINTENANCE			5,013	5,013	5,088	5,165	5,242	5,321	5,400
4122		TREE WORKS			11,796	11,796	11,973	13,000	13,195	13,393	13,594
4270		BRIDGES			1,000	200	1,015	1,030	1,046	1,061	1,077
		TREE WARDENS					1,000	1,015	1,030	1,046	1,061
4275		PLAY AREA REPLACEMENT			1,000	1,000	1,015	1,030	1,046	1,061	1,077
			0	0	24,335	23,535	25,483	26,712	27,113	27,520	27,932
			0	0	24,335	23,535	25,483	26,712	27,113	27,520	27,932

7. Proposed Ear-marked Reserves

The items relevant to this committee are marked in bold.

Code	901	Item	Current	Additional Proposal	New total
9001		YOUTH COUNCIL	1,000		1,000
9002		CEMETERY DEVELOPMENT	55,728	42,158	97,886
9004		SOLAR PANEL LACE HILL	28076		28,076
9006		SPEED WATCH	598		598
9012		CHRISTMAS LIGHTS	295		295
9013		YOUTH PROJECTS	3,000		3,000
9015		CHARTER FAIRS	4,136		4,136
9025		PLAY AREA REPLACEMENT	30,121	15,000	45,121
9027		GREEN BUCKINGHAM	226		226
9029		CIRCULAR WALK MAINT	5,399		5,399
9030		TOURISM LEAFLETS	2,404		2,404
9033		ECONOMIC DEVELOPMENT	-2,685		-2,685
9035		PARKS DEVELOPMENT	1,405		1,405
9036		ELECTION COSTS	5,094	500	5,594
9040		PARK RUN	89		89
9045		ACCESS FOR ALL	251		251
9046		PLANNING DISPLAY	1,848		1,848
9048		BUCKINGHAM ACTION	1,283		1,283
9049		NEIGHBOURHOOD PLAN	20,000		20,000
9050		BRIDGE REPAIRS	15,000	45,959	60,959
9051		OFFICE DEVELOPMENT /	12,000		12,000
9052		DEPOT EQUIPMENT	5,000	10,000	15,000
9053		AEDs	420		420
9054		LACE HILL REPAIRS &	5,000	20,000	25,000
TBA		CEMETERY LODGE REPAIRS		10,000	10,000
TBA		BOWLS CLUB PAVILLION REPAIRS		8,000	8,000
TBA		MAKING GOOD AND BOUNDARY REPAIRS - BRACKLEY RD CEMETERY		45,000	45,000
TBA		RIVER RINSE		250	250
TBA		COVID BOUNCE BACK		10,000	10,000
TBA		TWINNING		2,000	2,000
		TOTAL	195,688	208,867	404,555

BUCKINGHAM TOWN COUNCIL

ENVIRONMENT COMMITTEE

MONDAY 14TH DECEMBER 2020

Contact Officer: Paul Hodson, Town Clerk

Revised Budget Forecast for 2020/21

1. Recommendation

1.1. It is recommended that Members note the report.

2. Summary

2.1. The budget forecast for 2020/21 is being regularly reviewed. The updated forecast shows that there are a number of changes to the budget forecast, some caused by the Covid 19 restrictions. All the forecast changes to the budget set are marked in red. The changes include:

- Reduced outgoings due to Community Payback not being able to operate
- Reduced outgoings due to the social enterprise not being able to cut grass under the devolved services arrangement
- Delay to the new cemetery development
- Saving made by combining the two toilet maintenance contracts
- Reduced income from the Lace Hill Sports and Community Centre

2.2. There is still much uncertainty about the next few months. But the current forecast is that overall the Environment budget will be **underspent** by £39,749. This will be reduced by £18,691.52 if the proposal to extend the Garden of Rest is agreed.

3. Summary Revised Forecast for TCE

	Budget	Revised Forecast
Income	106,271	72,027
Expenditure	491,064	417,071
Net Expenditure	384,793	345,045

3.1. Forecast underspend

£39,749

4. Revised 2020/21 Budget Forecast

Centre	Code	Budget	2020/21	Revised
201		<i>ENVIRONMENT</i>		
		Income	0	0
	3995	NI ENVIRONMENT	24,798	16,000
	3996	PENSION ERS ENVIRONMENT	46,384	51,600
	4004	WAGES & SALARIES ENVIRONMENT	199,640	200,338
	4068	COMMUNITY SERVICE	6,669	1,500
	4112	ENVIRONMENT EQUIPMENT	6,000	6,000
			283,491	275,438
		Expenditure		
202		<i>ROUNDAABOUTS</i>		
	1051	ROUNDAABOUT NO 1 ABBOT FIRE	2,180	2,180
	1052	ROUNDAABOUT NO 2 ELLA	1,660	1,660
	1053	ROUNDAABOUT NO 3 SEASONS INNS	1,908	1,908
	1054	ROUNDAABOUT NO 4 R & B	2,372	2,372
	1056	ROUNDAABOUT NO 6 THE VET CENTRE	2,603	2,603
	1057	ROUNDAABOUT NO 7 RING ROAD	1,328	1,328
		Income	12,051	12,051
	4108	ROUNDAABOUT	1,300	1,300
			1,300	1,300
		Expenditure		
203		<i>MAINTENANCE</i>		
			0	0
	4063	VEHICLE HIRE AND RUNNING COSTS		
	4082	ALLOTMENTS	2,000	2,000
			2,000	2,000
		Expenditure		
204		<i>DEVOLVED SERVICES EXPENSES</i>		
	1017	DEV SERVS NON CARRIAGEWAY INC	20,353	20,353
		Income	20,353	20,353

	4124	DEVOLVED NON-CARRIAGEWAY	9,000	1,500
		Expenditure	9,000	1,500
205		<i>GROUNDS MAINTENANCE</i>		
	4033	WASTE DISPOSAL	1,800	1,800
	4035	MACHINERY	1,500	1,500
	4036	FUEL (MOWER)	2,300	2,300
	4037	SUNDRIES	1,200	1,200
			13,500	13,500
	4063	VEHICLE HIRE AND RUNNING COSTS		
			20,300	20,300
		Expenditure		
248		<i>DEPOT</i>		
	4013	EQUIPMENT PURCHASE	2,500	2,500
	4055	ALARM	410	410
	4225	RATES	4,200	4,200
	4601	REPAIRS& MAINTENANCE FUND	800	800
	4602	ELECTRICITY	2,000	1,500
	4603	WATER	1,000	750
			10,910	10,160
		Expenditure		
249		<i>PUBLIC TOILETS</i>		
	1085	SHOP MOBILITY INCOME	100	20
		Income	100	20
	4225	RATES	1,000	500
	4602	ELECTRICITY	1,026	500
	4603	WATER	2,565	1,000
	4608	SHOP MOBILITY	1,026	500
	4612	CONTRACTOR CHARGE	10,722	10,722
	4709	MAINTENANCE	513	200
			16,852	13,422
		Expenditure		
250		<i>LACE HILL</i>		
	1026	LACE HILL COMMUNITY CENTRE	43,251	12,000
	1027	SOLAR INCOME	507	0
		Income	43,758	12,000

	4050	LACE HILL PLAYING FIELDS	500	200
	4118	SOLAR PANELS	715	0
	4158	LACE HILL GAS	4,000	1,500
	4159	LACE HILL ELECTRICITY	1,960	1,960
	4160	LACE HILL WATER	1,250	300
	4161	LACE HILL REPAIRS & MAINT	3,500	3,500
	4162	LACE HILL CONTRACTOR CHARGE	3,750	3,750
	4163	LACE HILL ALARM	513	513
	4164	LACE HILL EQUIPMENT PURCHASE	2,500	2,500
	4225	RATES	9,850	9,850
		Expenditure	28,538	24,073
251		<i>CHANDOS PARK</i>		
	1030	BOWLS INCOME	564	282
	1035	TENNIS COURT RENT	641	321
		Income	1,205	603
	4601	REPAIRS& MAINTENANCE FUND	3,065	3,065
	4602	ELECTRICITY	513	513
	4603	WATER	1,539	1,539
		Expenditure	5,117	5,117
252		<i>BOURTON PARK</i>		
	4601	REPAIRS& MAINTENANCE FUND	5,000	5,000
		Expenditure	5,000	5,000
253		<i>CEMETERY</i>		
	1041	BURIAL FEES	18,000	18,000
		Income	18,000	18,000
	4225	RATES	400	400
	4265	NEW CEM MAINTENANCE	5,050	0
	4601	REPAIRS& MAINTENANCE FUND	3,078	3,078
	4602	ELECTRICITY	450	450
	4617	MEMORIAL TESTING	2,052	2,052
	4619	NEW CEM REPAYMENTS	37,108	0
	4620	EXPENSES RE BURIAL DUTIES	6,669	3,000
		Expenditure	54,807	8,980

254		CHANDOS PARK TOILETS		
	4612	CONTRACTOR CHARGE	13,338	10,170
	4709	MAINTENANCE	1,026	1,026
			14,364	11,196
		Expenditure		
255		RAILWAY WALK & CASTLE HILL		
	4120	FRIENDS OF GROUPS	1,026	1,026
	4709	MAINTENANCE	513	513
			1,539	1,539
		Expenditure		
256		STORAGE PREMISES		
	4066	GRENVILLE GARAGE RENT	667	667
			667	667
		Expenditure		
258		CEMETERY LODGE		
			10,804	9,000
	1061	CEMTERY LODGE RENTAL INCOME		
		Income	10,804	9,000
			4,702	4,702
	4034	PWLB REPAYMANTS INCL INTEREST		
	4609	CEMETERY LODGE MAINT	3,500	3,500
			8,202	8,202
		Expenditure		
260		CCTV		
	4100	CCTV ONGOING COSTS	1,642	1,642
			1,642	1,642
		Expenditure		
261		COMMUNITY CENTRE STRUCTURAL RE		
	4085	STRUCTURAL REPAIRS	2,000	2,000
	4091	CHAMBER WORKS	1,000	1,000
			3,000	3,000
		Expenditure		

262		<i>PARKS GENERAL</i>		
	4101	SEATS AND BINS	1,026	1,026
	4102	DOG BINS	4,500	4,500
	4106	PLAY AREA MAINTENANCE	5,013	5,013
	4122	TREE WORKS	11,796	11,796
	4270	BRIDGES	1,000	200
	4275	PLAY AREA REPLACEMENT FUND	1,000	1,000
		Expenditure	24,335	23,535

BUCKINGHAM TOWN COUNCIL

ENVIRONMENT COMMITTEE

MONDAY 14TH DECEMBER 2020

Contact Officer: Paul Hodson, Town Clerk

Bux Oxen Response Group (BORG)

1. Recommendation

1.1. It is recommended that the Town Council:

- 1.1.1. Enter into the proposed Memorandum Of Understanding with the Bux Oxen Response Group (BORG)
- 1.1.2. Amend the Emergency Flood Action Plan to include BORG as described

2. Background

- 1.1. The Council has been approached by the Bux Oxen Response Group (BORG) who have offered to provide support in areas of the Council's work including the operation of the Emergency Flood Plan.
- 1.2. BORG had a long standing arrangement with Buckinghamshire County Council which has continued to Buckinghamshire Council. They have recently agreed a similar arrangement with Aylesbury Town Council to the one being proposed which includes providing support for the use of emergency flood equipment at the Willows.

3. About BORG

- 1.3. BORG is a group of off-road owners. The organisation currently has 60+ members with 40+ on response spread out over Buckinghamshire and Oxfordshire. At least 8 members are within a 10 minute drive from Buckingham. They are part of national 4x4 response network which covers the whole of the UK and as such can call upon additional resources from neighbouring areas for help if needed.
- 1.4. The group offer a wide range of services, including
 - Assistance in the evacuation of people affected by an incident.
 - Assistance with the recovery of vehicles of all sizes in almost any situation.
 - Assistance in the monitoring and response to weather related incidents
 - Supporting Council staff to access difficult to reach areas

- 1.5. The group provides fully insured members and vehicles. Deployments are managed with an automated management system that tracks all details and keeps on top of responder's welfare

4. Support for the Buckingham Flood Plan

- 1.6. It is proposed to enter an arrangement with BORG for them to support Buckingham's Emergency Flood Plan. The one outstanding aspect of the Buckingham Flood Plan is the recruitment of volunteers from outside the flood risk area to knock doors in the case of a pending flood. BORG would be able to cover the whole of the door knocking routes and by doing so give a visual presence and reassurance to the community. BORG would be responsible for ensuring they had up to date contact details for their volunteers, rather than this falling to the Town Council. This would free Council staff to provide practical responses.
- 1.7. BORG could also assist with evacuation as they already do with Buckinghamshire council.
- 1.8. Their members are trained in the use of equipment which is the same as that in Buckingham's flood equipment (water filled sandbags, pumps etc.).

5. Memorandum Of Understanding (MOU)

- 1.9. BORG has requested that the Town Council enter into a Memorandum Of Understanding to clarify roles and responsibilities. The proposed MOU is straightforward, and would not put the Town Council at any risk.
- 1.10. BORG would not ask for any payment for the services listed; they are a volunteer organisation.

6. Other Possible Areas of Joint Working

- 1.11. BORG provide support for large events in other areas, such as assisting with road closures and providing marshals. Once the MOU is signed, the Town Council could explore options for joint working in those areas. This would be for TCE to take forward.
- 1.12. The Green Spaces team are well equipped to work in the Council's parks and green spaces. The Council's 4x4 vehicle and quad bike are generally sufficient to meet current needs. However, it would be helpful to have access to other equipment and expertise in the case of unforeseen circumstances.

25th November 2020

Taylor Wimpey South Midlands

[REDACTED]

Dear [REDACTED],

REF: CLARENCE PARK, BUCKINGHAM – RAMPED ACCESS



We have received a complaint about the ramp which gives access to the riverside area and playground on Newcombe Crescent in Clarence Park.

It might be presumed that a ramp was installed for the main purpose of allowing those residents with impaired mobility, as well as those with prams or pushchairs, access to these parts of the estate; if so, it is at best thoughtless, and at worst non-compliant with the Equality Act 2010, to install a step to the ramp. The kerb in combination with the step makes it doubly difficult for some mobility scooters.

We are asking that appropriate modifications be made so that full access for all is available. Should we have no response or a refusal, we will have to make a formal request to Buckinghamshire Council, the Local Planning Authority, to take enforcement action to ensure compliance with the law.

Next week will see the International Awareness Day for Persons with Disabilities; it would be timely if you could assure us that remedying this difficulty was in hand.

We look forward to your response.

Yours sincerely,

Mr. P. Hodson
Town Clerk

Reports received from members of the Buckingham Community Wildlife Project Steering Group gathered on 7 September 2020, due to Covid 19 isolation.

Membership - Athina Beckett, Terry Bloomfield, Margaret Gateley, Joanne Makin, Jenny Manning, Ruth Newell, Ian Orton, Lee Phillips, Bill Truscott, annabel@riverthame.org

1. Buckingham Railway Walk Conservation Group - Jenny Manning

Due to the Covid-19 pandemic and the resulting lockdown all volunteering meet ups for the group ceased in March 2020. Having recently asked the members of the group their opinions on resuming to carry out some tasks whilst following social distancing guidelines, predictably there was a mixed response. As Chairperson of the group and erring on the side of caution, particularly during the coming winter months, and with the agreement of the group, I have suggested that we resume tasks next Spring.

In recent weeks Michael has done minor repairs to the nest boxes and cleaned them out. He didn't do a nest box survey this year but was able to estimate the number of boxes used by the number of nests inside, which was in line with previous years.

The butterfly survey along the walkway on behalf of the Butterfly Conservation group has recently been resumed by two volunteers under the strict social distancing guidelines issued.

I would hope to make more regular visits to the walkway to take photos of the scenes and wildlife finds and post them on our Facebook page, as there is continued interest in this lovely greenspace.

There are no absolutely vital jobs to do and we hope to continue in 2021 with the surveys we had planned to do this summer and other work to enhance the area for wildlife and the enjoyment of the local community.

Our group insurance for Personal Accident, Public Indemnity and Theft of Tools whilst in storage, will come up for renewal in November. I would expect to be contacted by Zurich within the coming weeks. The Town Council have been very generous in paying the premium for us in the past. While the tools with need to be insured for theft, obviously we won't be working for a few months. I am bringing this to your attention as a matter of advance consideration, and will of course forward on any communication I receive from Zurich.

2. Buckingham Canal Society - Athina Beckett

Work continues at Bridge One at Cosgrove with the north ramp on the bridge completed and volunteers working to finish the south ramp. Stop planks will be delivered to site on Thursday 3rd September and taken down to Bridge One where they will be put in place under the bridge arch.

Future plans are to remove the piling which has been in place since about 1944 and hopefully this will take place round about 22nd October but we are waiting for CRT to confirm the date. Again, a quick reminder it has taken nearly 30 years to get CRT to agree

for the removal of the piling so we plan to have a real celebration when the first piece of piling is removed!

On Sunday 13th September we are taking part in the Heritage Events with an event at Cosgrove called 'Bridging the Gap' where the public is invited to come and see the work being carried out by our volunteers.

Work still continues at our Bourton Meadow site where extra waders have been ordered to make clearing the excess of reeds in the canal bed a quicker and easier task and more fun for our volunteers who are quite happy to wade into the canal! We are only removing the reeds that are spreading right across the canal bed and blocking the flow of water

Plenty of wildlife sighting by Michael Hunt at Bourton Meadow, please see list below: -

Birds

Whitethroats
Reed Buntings
Sedge Warbler
Linnets
Green Woodpecker
House martins
Kestrel
Moor Hen chicks

Dragonflies

Emperor Dragonflies
Spotted chasers
Hairy Dragonflies

Damselflies

Demoiselle
Banded Damselflies
Red Eye Damselflies
Azure Damselflies

Butterflies

Small Tortoiseshells
Green Veined White

So quite a lot of different activities for our volunteers to try at each site.

Everyone welcome to come and see the work being carried and extra help always needed!

3. Buckingham Society – Ian Orton

The Covid-19-related lockdown, together with other pandemic-related constraints has restricted the Buckingham Society's activities on the flora and fauna front.

This means we have had to postpone our very popular tree walks after an inaugural season

in 2020.

The Society would recompense them in 2021 as there is still much to explore as far as the Buckingham treescape is concerned.

We are, however, preparing a response to the government's recently published Planning White Paper, which will almost certainly have implications for wildlife and natural habitats given its more permissive growth-centric approach towards the planning process.

We are also exploring an exchange of trees with the Monticello estate in Virginia to commemorate the visit of Thomas Jefferson and John Adams to Buckingham and Stowe in 1786. On balance the Buckingham treescape appears in good health and we are looking forward to Buckingham Town Council's update on the Tree and Hedgerow's Task Force's report of 2017. We are concerned, however, at the apparent lack of progress achieved to date as far as the tree warden scheme is concerned.

On the wildlife front have noted a prospering colony of water voles in Chandos Park as well as lots of hedgehog nests in the same locality (the gardens on the opposite bank to be more precise).

With fish life returning Chandos Park is now a very wildlife habitat given recent sightings of otters and cubs.

4. Natural Flood Management Project

Delivered via River Thame Conservation Trust – report received and will be in the Town Council's winter newsletter

5. Reports from Maids Moreton Avenue Conservation Group, Buckingham Town Council and Buckinghamshire Council will be added when/ if received.

Thank you to all for their invaluable work for wildlife in Buckingham.

Ruth Newell – 7/9/2020

Notes of a meeting of the Buckingham Tree Wardens held on Thursday 26th November 2020 at 7pm online via Zoom.

Attendees:

Nina Stockill, Committee Clerk at Buckingham Town Council (BTC)
Lee Philips, Estates Manager at Buckingham Town Council
Neil Passmore, Parks and Planning Tree Officer at Buckinghamshire Council
Cllr. Ruth Newell, Tree Warden and Chair of BTC Environment Committee
Cllr. Margret Gateley, Tree Warden and Vice-Chair of BTC Environment Committee
Kate Coleman, Tree Warden
Sue Endersby, Tree Warden
Ian Orton, Tree Warden
Phil Metcalf, Tree Warden
Zoe Bayley, Tree Warden
Kirsty Keogh, Tree Warden

The Role of Tree Wardens in Buckingham

What is the Tree Warden Scheme?

The Tree Warden Scheme is an initiative that enables people to play an active role in conserving and enhancing their local trees and woods.

How is the scheme run in Buckingham?

The Town Council currently coordinates the Buckingham Tree Warden Group and facilitated an initial meeting and walkabouts. The volunteers Tree Wardens were invited to assist with tree planting events at Lace Hill and Bourton Park and most recently assisted with planting of 4500 native woodland bulbs in Bourton Park. Tree Wardens work with the Town Council Planning officer on regular basis in regards to planning applications.

Can an area have more than one Tree Warden?

Yes, there is no limit on the number of tree wardens and currently we have 25 members on our contact list. We have divided the town into 6 geographical areas (see Survey Map) and hope that our current Tree Wardens will 'adopt' areas for undertaking our Tree Planting Survey.

Will I be working on my own?

This depends on the number of tree wardens in your area. Some tree wardens like to work as a group, whilst others work across different areas of the parish or on different Projects e.g. Railway Walk Conservation Group, but come together to provide support when needed. The Town Council will be contacting all of Tree Wardens to ask them to identify which area of Buckingham they wish to work within. So long as individuals are happy for the Town Council to share their email addresses then we can facilitate the formation of smaller sub-groups.

What is the role of a Tree Warden?

This varies according to the needs of the local area, the tree warden's own interests, and any programme your fellow parish tree wardens may have. Examples include surveying local trees, liaising with and involving the local community, and organising practical

26th Nov 2020

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PUBLIC SECTOR EQUALITY DUTY 2010/CRIME AND DISORDER ACT, 1988: the decisions made during the course of the meeting were duly considered and it was decided that there were no resulting direct or indirect implications in respect of crime and disorder, or equalities considerations, other than those stated in the minutes.

Initial.....

activities. Buckingham Town Council have primarily used the Tree Wardens to assist in tree planting activities and to act as the Council's eyes and ears regarding any diseases, vandalism to the town's trees.

Is there any practical work such as cutting down trees?

This will depend on the tree warden's own interests, their capabilities and the needs of the local area. As a tree warden, for example, you could survey your local area for planting opportunities, assist in the Town Council tree planting events or join one of Buckingham's Conservation Groups such as [The Railway Walk Volunteers](#).

How many hours do I have to volunteer?

Time commitment is not specified and varies according to local needs. It may vary seasonally, with more time needed at certain points in the year, or you may be able to give a couple of hours a week – perhaps combining it with regular daily activities such as walking the dog. Whatever time you feel able to give will then prescribe what you may be able to do.

Do you need any experience to become a tree warden?

A tree warden does not need to be a tree specialist, the main criterion is that they are passionate about trees and their local community. We hope to roll out online sessions for identifying common tree species pests and diseases e.g. Ash Die Back

What powers do tree wardens have?

Only those of an ordinary person - Tree Wardens are there to help and offer information/advice, and cannot legally enforce specified action. We encourage all of our Tree Wardens to report any tree related issues to the Lee Philips, Estates Manager at: greenspaces@buckingham-tc.gov.uk

Future Projects for Buckingham Tree Wardens

Tree Planting Survey

We want your input on where you would like to see new trees planted in Buckingham. It is hoped the Tree Warden will be able to survey their chosen area and provide feedback on potential sites for future tree planting events. The Committee Clerk will be issuing further guidance on how a tree survey could be completed.

Tree Planting 2021

The group acknowledged that the current restrictions meant that a large tree planting event in early 2021 was unlikely. Lee and Neil had previously arranged to plant 10 Black Poplars in Heartlands Park, it is likely this will take place in mid-January 2021 with the assistance of 2-3 Tree Wardens. The Committee Clerk will circulate a request asking for volunteers for the (mid-week) tree planting event. The group would be kept informed of any other planting opportunities. Neil reported on the number and species of trees Buckinghamshire Council has planned for the season – details within [Appendix B](#).

Queen's Commonwealth Trees

Some of our Tree Wardens have successfully nurtured their Commonwealth Trees to a decent size and the Greenspaces Manager hoped they could be planted out during the next tree planting activity.

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Suggestions

The group were asked to share any ideas for future events/initiatives and how the Tree Warden Scheme should evolve. The following suggestions were highlighted:

- Tree Identification workshops (online) – To be investigated further by the Town Council, possibly rolled into an online workshop on Ash Die Back.
- Walkabouts with local tree experts – to be arranged in socially distanced groups of six. Town Council to ask Michael Hunt (Tree Warden and local wildlife expert) if he would be willing to assist. Ian explained that the Buckingham Society's Tree Walks (and accompanying leaflet) had proven very popular, but that any plans to expand the initiative had been hampered by the pandemic.
- Expansion of the Town Council's webpage on Tree Warden, to include contact details for the Committee Clerk and Estates Manager.
- Tree Wardens to have a stall at the Buckingham Societies Civic Day – June 2021.
- Involve Schools in future tree planting events.
- Explore the location of Buckingham's community orchards (locations attached in [Appendix A](#))

Community Volunteer Coordinator

The group were happy for the Town Council to continue coordinating tree planting events and would see how the coordination of activities evolved, once sub-groups had been established.

The Estates Manager thanked everyone for attending the meeting and said the Town Council would be in contact with dates of any future events.

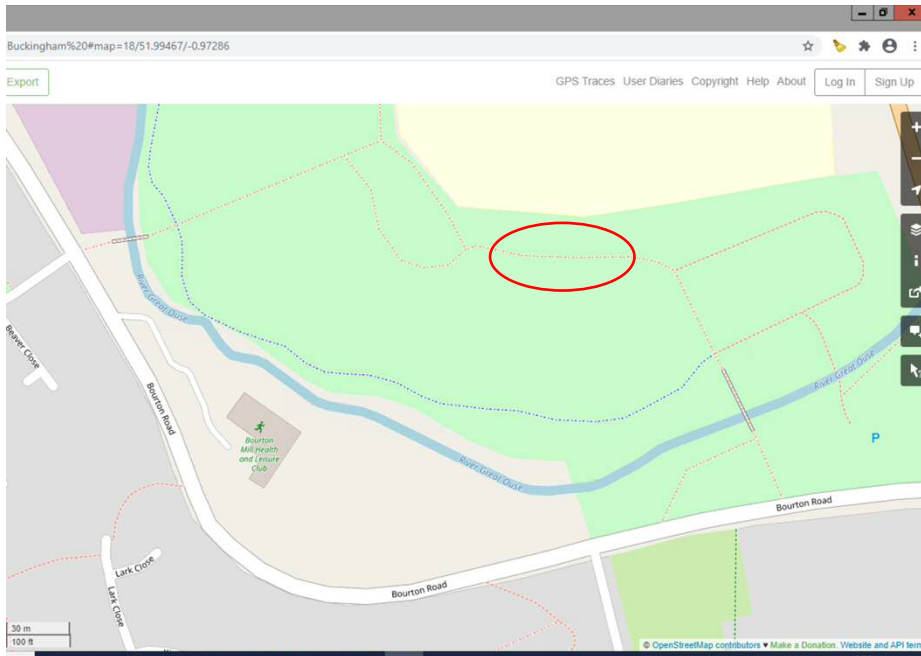
Appendix A

Community Orchards in Buckingham

Community Orchard, Bourton Park

Land Owner: Buckingham Town Council

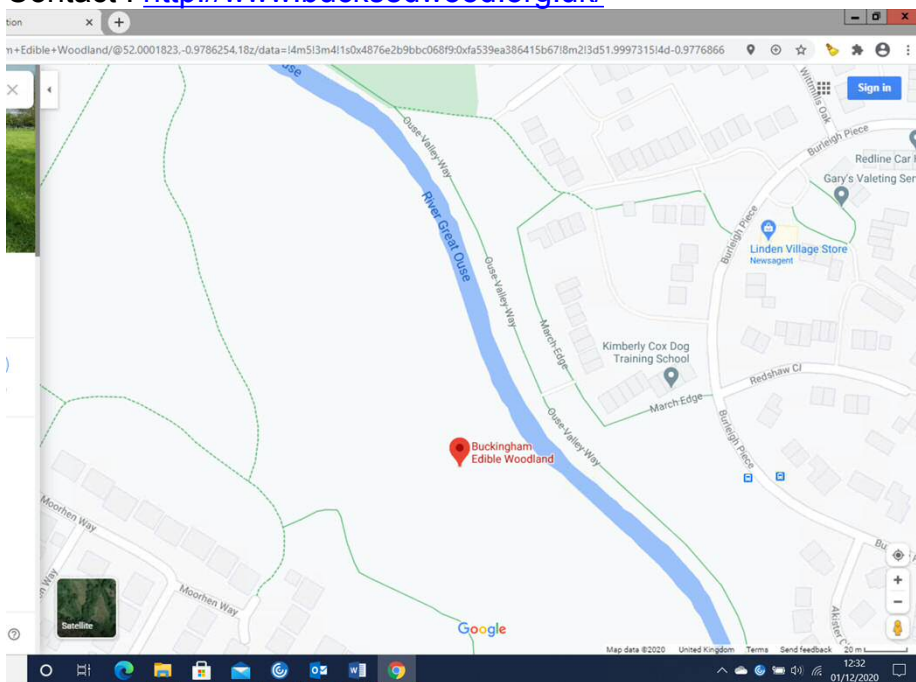
Contact: committeeclerk@buckingham-tc.gov.uk



Edible Woodland, Heartland Park

Land Owner: Buckinghamshire Council

Contact : <http://www.bucksedwood.org.uk/>



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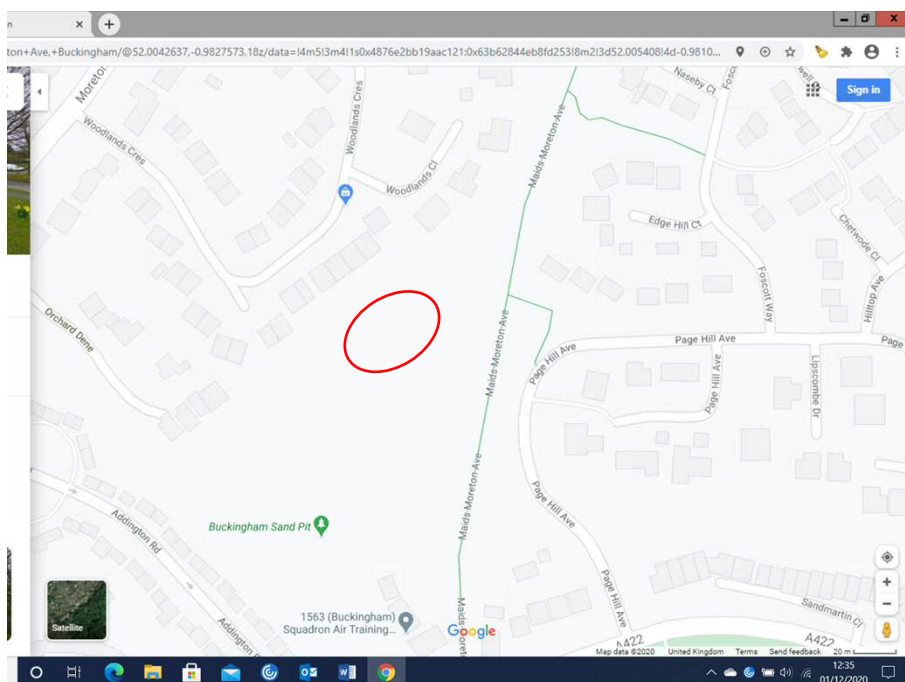
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Initial.....

Maids Moreton Avenue Community Orchard

Land Owner: Buckinghamshire Council



Berties' Walk Orchard

Land Owner: Buckinghamshire Council

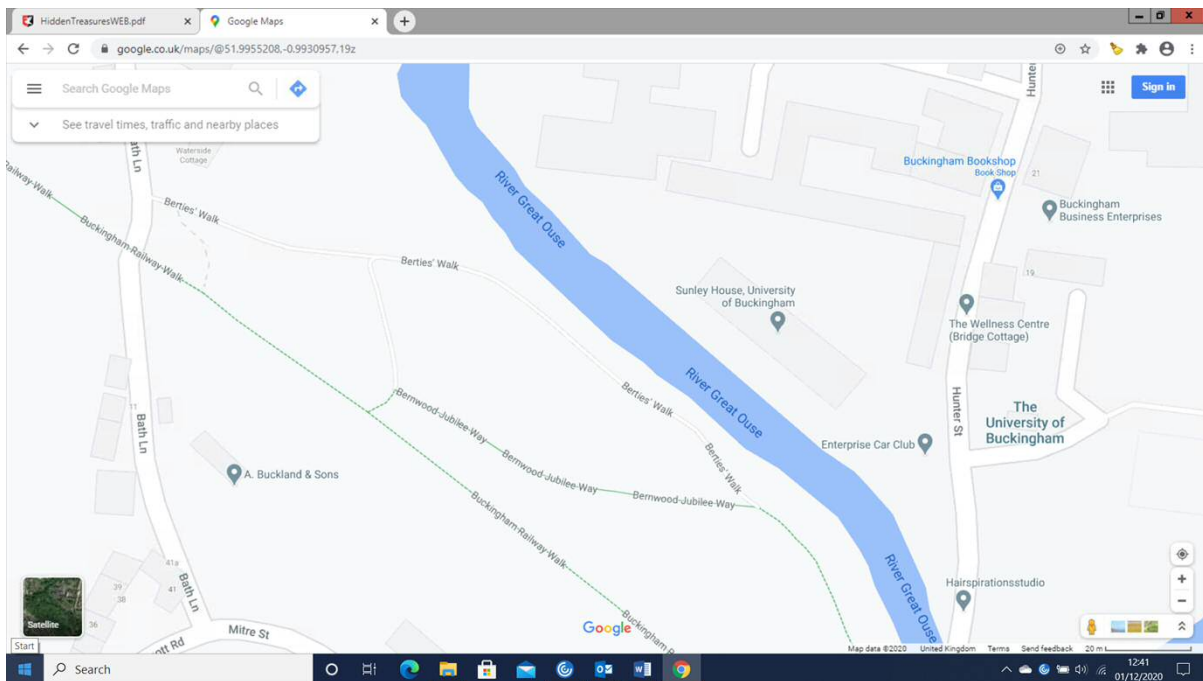
A pleasant riverside walk running from Hunter Street to Bath Lane commemorates the lives of two men, both known as Bertie. In the autumn, there is much fruit for free from the trees located alongside Berties' Walk. The orchard was planted by railway worker Mr. Herbert Williams, who rented the land from the London, Midland and Scottish Railway Company. Mr. Williams tended his plot along the old railway embankment for 60 years, and Mr. William Bertram Jones, who worked at United Dairies in Chandos Road, sublet an allotment from Mr. Williams for 40 years.

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Initial.....

Appendix B

Planting Location	Species	Qty	Comment
Badgers Way	Carpinus betulus Fastigiata	1	Side 30 Otters brook
Badgers Way	Liriodendron tulipifera	1	
Fishers Field	Prunus Shirotae	1	
Heartlands	Taxodium distichum	3	Far corner towards Bourton Park
Heartlands	Prunus Cheals Weeping	2	Arboretum area
Heartlands	Prunus Shirotae	2	
Heartlands	Prunus sargentii Rancho	1	
Heartlands	Ginkgo biloba	1	
High Street	Tilia cordata 'Greenspire'	1	
Moreton Road	Alnus incana	2	Play area to replace 2 ash trees
Page Hill	Gleditsia triacanthos Sunburst	1	
Page Hill	Gleditsia triacanthos Sunburst	3	
Picnic Meadow	Cydonia oblonga 'Fruitful	1	
Picnic Meadow	Malus James Grieve	1	
Swallow Close	Crataegus prunifolia	1	
Watchcroft Drive OS	Liriodendron tulipifera	1	To replace insurance claim tree-opposite Oak
Watchcroft Drive OS	Liriodendron tulipifera	1	
Watchcroft Drive OS	Liriodendron tulipifera	1	
Western Av	Crataegus prunifolia	3	Up the hill on the left