

Minutes of a meeting of the **Environment Committee** of Buckingham Town Council held on **Monday 3rd April 2017** in the Council Chamber, Cornwall's Meadow, Buckingham at 7pm.

Present:

Cllr. Ms. J. Bates	
Cllr. T. Bloomfield	
Cllr. Mrs. M. Gateley	
Cllr. I. Isham	(Vice Chair)
Cllr. A. Mahi	Mayor
Cllr. Ms. R. Newell	Chair
Cllr. Mrs. L. O'Donoghue	
Cllr. M. Smith	
Cllr. Mrs. C. Strain-Clark	
Cllr. R. Stuchbury (from minute 907/16)	

In attendance:

Mr. L. Phillips	Green Spaces Manager
Ms. C. Childs	Deputy Town Clerk
Mrs. N. Stockill	Committee Clerk
Mrs. E. Winston	Buckingham Dementia Alliance

903/16 Apologies for Absence

Members received and accepted apologies from Cllrs. Hiron, Harvey, P. Collins and Cllr. Stuchbury (for lateness).

904/16 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.

There were no declarations of interest at this point.

905/16 Minutes

To receive the minutes of the Environment Committee meeting held on Monday 13th February 2017 and approved at Full Council on the 13th March 2017.

Noted.

Members AGREED to take agenda item 6 next for the benefit of members of the public present. Standing orders were suspended to allow Mrs. Winston to present.

906/16 Buckingham Dementia Action Alliance

Mrs. Winston informed Members as to the background and a scope of the Global and National Dementia Action Alliances. The Buckingham Alliance was formed in June 2015 as one of three local pilot groups with 8 members, 5 of whom are Dementia Champions (Dementia Champions are trained volunteers who run Dementia Friends sessions appropriate to the age of attendees). Mrs Winston listed the group's aims as:

- To increase public awareness of dementia

- To improve signposting, support and accessibility to appropriate services
- To encourage individuals, organisations and retailers to respond positively towards those living with, and affected by, dementia.
- To encourage the 36 parishes of Buckingham Local Area Forum to become dementia friendly communities.

Mrs Winston requested the following commitments from the Members of Buckingham Town Council:

- To be willing to take part in a Dementia Friends session
- Agreement for the Town Council to complete an application form stating their wish to become a member of the Buckingham Dementia Action Alliance.
- For Members to work towards enabling Buckingham to become a Dementia Friendly community.

Members thanked Mrs Winston for her presentation and requested that she liaise with the Town Clerk to ensure the offer of participation is extended to all Town Councillors. **ACTION TOWN CLERK**

Members noted the minutes from the previous meeting of the Buckingham Dementia Action Alliance.

Mrs. Winston said she was encouraged by Members' offers of support and asked for any suggestions of groups that may wish to participate in a Dementia Friends session be passed onto Cllr. Smith. **ACTION ALL CLLRS**

Proposed by Cllr. Smith, seconded by Cllr. O'Donoghue and **RECOMMENDED** to Full Council to agree the inclusion of a short article on the work and aspirations of the Buckingham Dementia Action Alliance to the Autumn edition of Buckingham Town Matters **ACTION COMMITTEE CLERK**

907/16 Action Report

To receive the report and note the updated information.

Cllr. Isham informed Members that the TC&E Committee had taken the decision to stop using the prioritisation scoring system and return to a simple Action Report.

Cllr. Newell said that the Town Clerk had asked if Members were happy for the Greenspaces Team to repair the metal fence between Michaelmas Cottage and the Churchyard. Members were in agreement that, for health and safety reasons the repair of the fence should no longer be delayed. **ACTION TOWN CLERK**

Cllr. Stuchbury entered the Chamber at 19.19

Cllr. Gateley asked Cllr. Newell to pursue Members' visit to the Greatmoor Energy from Waste Facility at Calvert. **ACTION CLLR. NEWELL**

Cllr. Strain-Clark noted that County had placed the Church Steps on the next rotation of street repairs.

908/16 Budgets

To receive the latest figures
Noted

909/16 Buckingham War Memorial

To receive and note an application to add Buckingham War Memorial to the List of Buildings of Special Architectural Interest

Members expressed their support for the Buckingham War Memorial to be recognised as a building of Special Architectural Interest. Cllr. Smith cautioned that a special status may carry with it prescriptive and expensive repair and maintenance schedules. Members **AGREED** to investigate if there were restrictions to be placed on the maintenance and repair of the War Memorial.

ACTION TOWN CLERK

910/16 Football Pitch Hire Rates

The Deputy Town Clerk said that following a meeting with a Solicitor on the 20th February, minor amendments had been recommended to the agreement and the revised version was before Members seeking approval.

Cllr. Stuchbury expressed concern that the recommended 2, 5 and 8 year break clauses may impinge on the football club's ability to attract external funding. The Deputy Town Clerk assured Members the issue was being investigated with the Club and would be feedback to a future Committee meeting.

Members **AGREED** the report recommendation subject to confirmation from the Deputy Town Clerk that Buckingham United's ability to seek external funding would not be affected by a break clause in the Hire Agreement.

ACTION DEPUTY TOWN CLERK

[Clerk's Notes: For the benefit of the minutes the report recommendation is as follows "To approve a 10-year agreement with Buckingham United (from the start of the 2017/18 season until the close of the 2026/27 season) based on the exclusive hire of one pitch for four sessions per weekend (specific pitch to be decided by the Green Spaces Manager), with an agreement to review extending the hire to the second pitch in June 2018, and if required June 2019, in line with Rate Option 1 fee structure.

To defer a decision about the installation of fixed dugouts / team shelters until the Green Spaces Manager is satisfied that it will not affect the maintenance of the pitches; and at such time as a decision is made about hiring both pitches to the same hirer; but to give permission to introduce portable dugouts / team shelters if desired"

The Deputy Town Clerk confirmed Buckingham United were not currently eligible to apply for the stadium improvement fund that would require the exclusion of break clauses; and therefore were happy to accept the hire agreement with the inclusion of break clauses. At such time as they are eligible, they will seek a renegotiation of the hire.]

911/16 Lace Hill Sports and Community Centre Management Plan

Environment 3rd April 2017
09/05/2017

Ratified 8th May 2017

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Initial

To receive the LHSCC Management Plan from the Deputy Town Clerk Members formally thanked the Deputy Town Clerk for the enormous amount of work that had gone into producing a clear, thorough and professional Management Plan.

Cllr. Stuchbury requested that any significant amendments to the Management Plan be brought back to Committee for agreement.

The Deputy Town Clerk sought agreement from Members to seek quotations for proposed building works on the external store, first aid room and store cupboard.

Members **AGREED** for the Deputy Town Clerk to seek quotations in line with the Council's Financial Regulations. **ACTION DEPUTY TOWN CLERK**

Members discussed and **AGREED** the following amendment to section 5.2: 'day to day' to be inserted before 'Management'.

ACTION DEPUTY TOWN CLERK

Members **AGREED** the Management report, as amended.

912/16 Lace Hill Event

The Deputy Town Clerk briefed Members on the event outline. Cllr. Smith confirmed that Environment Committee would have to decide whether or not to allow use of the sports pitches, and Resources Committee should consider whether it was appropriate to waive the booking fee. The Deputy Town Clerk explained that the most favourable date was the 9-10th June 2017.

Cllr. Gateley declared an interest as a Member of The United Churches of Well Street, Buckingham

Mrs. Winston left the Chamber at 19.38

The Greenspaces Manager confirmed he was happy for the football pitches to be used for the event so long as prior to the event there had not been any prolonged heavy rainfall and that no vehicles were allowed to park or drive on the pitches.

The Deputy Town Clerk informed Members that all of the LHSCC's regular groups would be hosting stalls at the event to help promote the use of the facility to the wider community. The Deputy Town Clerk confirmed that vehicles would only be permitted to use spaces on the right hand side of the playground.

913/16 Dog Signage for Bourton Park and Lace Hill Sports Pitches

To receive and agree a report regarding signage required at Bourton Park and Lace Hill Community centre.

Cllr. Smith suggested additional notices in the town's play areas reading 'dogs not allowed'. Cllr. Gateley asked if exclusion would pertain to Registered Assistance Dogs. Greenspaces Manager to check and feedback

ACTION GREENSPACES MANAGER

Cllr. Stuchbury suggested placing a new sign by the football pitches at Lace Hill. The Greenspaces Manager said that he was investigating the numbers of dog warden patrols and subsequent fines that had taken place at Lace Hill.

Members discussed and **AGREED** for the Greenspaces Manager to report back to the next Environment Committee on the number of recorded visits to Buckingham from the District Council's Dog Warden.

ACTION GREENSPACES MANAGER

914/16 Football Pitch topdressing

To receive and agree a report from the Greenspaces Manager

Members discussed and **AGREED** the report recommendation. Following questioning from Cllr. Stuchbury the Greenspaces Manager confirmed that the new grass on the pitches was establishing satisfactorily. For the benefit of the minutes the report recommendation reads "That members agree to proceed with using company B to carry out the topdressing work to the football pitches.

915/16 Section 106

To discuss and propose the allocation of Section 106 funding

Cllr. Stuchbury referred to previous discussions on the Tingewick Road development and allocation of its Section 106 funding to projects outside of Buckingham; further highlighting why local Councillors should be involved in early discussions of the funding negotiations. Members agreed they should devise a list of aspirations that meet the needs of the Buckingham Neighbourhood Development Plan. Cllr Smith called for up to date report detailing Section 106 forecasts and current spend.

Members discussed and **AGREED** for Cllr. Stuchbury, on behalf of Buckingham Town Council, to put a Motion before District Council regarding the inclusion of Parish Councillors at the early planning stages of Section 106 funding.

916/16 Access Awareness

916.1 Disabled Go's survey of properties in Buckingham

Cllr Stuchbury expressed regret that a number of popular restaurants in Buckingham had chosen not to take part in the survey.

Members discussed and **AGREED** for the Disabled Go website to be promoted through Buckingham Town What Matters and the Town Council's Facebook page. Additionally, residents are asked to feedback any access related issues to the Disabled Go website.

ACTION GREENSPACES MANAGER

Cllr. Stuchbury suggested writing to the District Council's Planning Department to illustrate the work of Disabled Go and the benefit of ensuring all new applications (and Change of Use) are DDA compliant. Members **AGREED** for Cllr. Newell to write to Mr. Philip Dales outlining Buckingham Town Council's relationship with Disabled Go and inviting Planning Officers to bear in mind DDA accessibility when advising on planning conditions within Buckingham.

ACTION TOWN CLERK

Proposed by Cllr. O'Donoghue, seconded by Cllr. Strain-Clark and **RECOMMENDED** to Full Council that an article is written on the work of Disabled Go requesting that residents inform Buckingham Town Council of any access issues or improvements across Buckingham. **AGREED**

917/16 BCWP

Minutes from 13th February 2017

Noted. Cllr. Newell expressed thanks to the various conservation groups of Buckingham.

918/16 Town Action Commission

To receive a written report from the Town Action Commission

Members formally thanked Cllr. Gateley, the Deputy Town Clerk and Ian Orton for all of their hard work on the Town Action Commission. Cllr Gateley highlighted the following key actions from the report:

- o Existing Tree wardens need encouragement and support
- o A list of contact numbers for existing Wardens **ACTION CLLR NEWELL**

Cllr Gateley said that much of the report was salient to the work of the Planning Committee. Members **AGREED** for the report to be sent to the Planning Clerk and Chairman for consideration.

ACTION DEPUTY TOWN CLERK

Members **AGREED** for the report to be uploaded to the Council's website, publicised on its Facebook page and added, for discussion, to the next agenda of Full Council.

ACTION DEPUTY TOWN CLERK

Members discussed and **AGREED** for the report to be further circulated to AVDC Planning Department, Buckingham schools, Lace Hill Residents Association and the University of Buckingham.

ACTION DEPUTY TOWN CLERK

919/16 News Releases

Members **AGREED** to press releases on the following subjects:

- Publication of the Town Action Commission report, highlighting short-term goals **ACTION DEPUTY TOWN CLERK**
- Clarification of (off lead) dog areas and where new notices are to be placed **ACTION GREENSPACES MANAGER**
- Buckingham Town Council's support for the Buckingham Dementia Action Alliance **ACTION GREENSPACES MANAGER**

920/16 Chair's Announcements

Cllr. Bates asked the Greenspaces Manager to investigate whether the Town Action Commission report could be linked to the Tree Charter and therefore attract any potential project funding. **ACTION GREENSPACES MANAGER**

Cllr. Newell announced this was her last meeting as Chair of Environment Committee and thanked Members for their support over the last two years and encouraged Councillors to consider the position of Committee Chair in May 2017. Cllr. Newell added that she had worked for Buckingham's Green Environment for nearly 40 years and would continue to do so.

921/16 Date of Next Meeting: Tuesday 30th May 2017.

Meeting closed at: 20.41

Chair..... Date.....