



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, THE BUCKINGHAM CENTRE,
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Town Clerk: Mr C. P. Wayman

Tuesday, 16 January 2018

Councillors,

You are summoned to a meeting of the Full Council of Buckingham Town Council to be held on **Monday 22nd January 2018** at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Mr C. P. Wayman
Town Clerk

Please note that the Full Council will be preceded by a Public Session in accordance with Standing Order 3.f, which will last for a maximum of 15 minutes.

AGENDA

1. Apologies for Absence

Members are asked to receive apologies from members.

2. Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.

3. Minutes

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

Monday 20th November 2017

Copy previously circulated BTC/06/17

Tuesday 28th November 2017

Copy previously circulated BTC/07/17

Monday 11th December 2017

Copy previously circulated BTC/08/17

Monday 8th January 2018 (Precept)

Copy previously circulated BTC/09/17

4. Planning Committee

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

Monday 27th November 2017

Copy previously circulated PL/09/17

Proposed by Cllr. Harvey, seconded by Cllr. Mahi and **RECOMMENDED** to Full Council to consider organising a joint meeting on The National Infrastructure Project with The Buckingham Society

Monday 18th December 2017

Copy previously circulated PL/10/17

Proposed by Cllr. Stuchbury, seconded by Cllr. O'Donoghue, and **RECOMMENDED** to the Full Council that the installation of bollards to prevent pavement parking outside Dominos be investigated and costed, and also the extent of the liability of the Council



Twinned with Mouvaux, France

Members are reminded to declare any prejudicial interest as soon as it becomes apparent.

All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk send you a copy of any minutes, reports or other information. To do this, send a request using the contact details set out above.

Engineering (including Ground Modelling) Works, Infrastructure Works (including Drainage Works and Utilities Provision) and Demolition (including Site Reclamation), Car Parking and Lighting. Permission granted 25/1/17.

BTC/51/17

17. Action List

Appendix E

18. Reports from Representatives on Outside Bodies

Members are asked to note the reports listed below:

18.1 Minutes from the Destination Buckingham meeting - 28th November 2017 **Appendix F**

19. Mayoral Engagements

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

Functions the Mayor has attended:

Tue 21 Nov 2017 Bourton Meadow Preschool
Sun 26 Nov 2017 Christmas lights switch on
Tue 28 Nov 2017 Official opening of Shopmobility
Tue 28 Nov 2017 Destination Buckingham meeting
Wed 29 Nov 2017 John Lloyd at the Radcliffe Centre
Thu 30 Nov 2017 RAF Halton visit
Fri 1 Dec 2017 Anglian Water Growth Forum
Sun 3 Dec 2017 Strictly Buckingham Dance judging
Thu 7 Dec 2017 Celebration evening at Buckingham School
Sat 9 Dec 2017 Christmas Parade
Sat 9 Dec 2017 Community Fair
Sun 10 Dec 2017 Vice Chancellor's Christmas Drinks
Sat 6 Jan 2018 Twinning event: "Galette des Rois" evening
Tue 9 Jan 2018 Destination Buckingham
Tue 9 Jan 2018 Bucks Vision - Gawcott meeting
Thu 11 Jan 2018 Buckingham Society joint meeting
Thu 18 Jan 2018 General Charities meeting
Thu 18 Jan 2018 Sir Anthony Seldon: 'Beyond Happiness'
Thu 18 Jan 2018 Villiers Opening
Fri 19 Jan 2018 Donating Jo Cox book to Cherwell School, Oxford
Fri 19 Jan 2018 Donating Jo Cox book to new central Oxon County Library

Functions the Deputy Mayor has attended:

Christmas Lights Switch-On 26 November.

20. Chair's Announcements

21. Date of the next meeting: Interim Council – Monday 19th February 2018
Full Council - Monday 12th March 2018

BUCKINGHAM TOWN COUNCIL
TOWN COUNCIL PRECEPT MEETING

Councillor: Jon Harvey Town Mayor

Officer: Christopher Wayman Town Clerk

Recommendation

To adopt the budgets attached and increase the precept by 23p per week on a band D property. The new cost per band D property would be £159.49 and would be a yearly increase of £12.10 or 7.59%.

To roll over any budgets on major items such as the New Cemetery if these monies have not cleared before the year end.

Information

This current financial year has seen the opening of the new public toilets in Buckingham and the Shopmobility. From February 2018 the Tourist Information Centre will be brought in house, extending the direct services we offer. This current year has also seen the purchase of the Community Centre in the town

The proposed budgets include undertaking the photovoltaic panel project at both Lace Hill and the Community Centre. There is also the provision in the budget to cover the increased cost of the grounds maintenance contract having to be replaced and scope to bring the contract in house for the financial year 2019/20. It is hoped that the new cemetery will progress in the new financial year. There is also the provision for the new Neighbourhood Plan and employing the Town Plan Officer from April.

Due to an increase in the base number of houses in the Town a 0% precept amount is now £751,399. The Committee recommendations were the figures agreed by the individual committees within the last cycle of Committee Meetings or where no decision was made, they are the same as the Officer recommendations. The Officer Recommendation takes into account updated information received since the committee meeting and also adjusts totals to view the Council as a whole.

What was previously called Aylesbury Vale Shortfall, which was then renamed to Partnerships, has been split. This is due to a number of reasons. The grant funding has come to an end which we received. Also the Tourist Information Centre has come in house for the next financial year. As a result the wages have been incorporated into the main wages budget under Resources. The Fringe has been placed into the Town Centre and Events budgets and

TOTALS

Committee Totals	Actual 2016/17	Budget 2017/18	Precept Recomm.	Recommendation
Resources	£ 433,726	£ 369,407	£ 600,317	£288,287
Environment	£ 86,584	£ 320,261	£ 209,563	£390,563
Town Centre & Events	£ 16,666	£ 18,655	£ 33,935	£94,525
Partnerships	£ 19,175	£ 33,000	£ -	£-
Planning	£ -	£ -	£ 1,000	£39,700
Ear Marked Reserve	£ 127,680	£ 56,759	£ 67,269	£67,269
Total	£ 556,151	£ 741,323	£ 844,815	£813,075

The Ear Marked reserve recommendations are not included in the budget totals because they don't form part of the precept but are included in the table above.

The estimated money in the Bank Accounts at 31st March is	£235,000
Officer Recommended Earmarked Reserves total	£ 67,269

Using Officer Recommended Earmarked Reserves would give a General Reserve of £167,731

The SLCC, BALC and external auditors agree that approximately 3 to 6 months of the precept should be kept as a general reserve should there be any problems, e.g. AVDC releasing the precept request. This would amount to approximately £211,204 - £422,408.

While the proposed budgets drop below the normal amount recommended for the general reserve is £43,500 below the minimum normally required, the risk to the Council is minimal as largest income is the precept which would be received before the end of May and has regularly been paid over on time. The only problems with cash flow would come about as a result of this not being passed over by the District Council or a delay in payment occurring.

It is expected that the gap in the reserves may be filled over the course of the next financial year as possible under spend.

RECOMMENDATION

To adopt the budgets attached and increase the precept by 23p per week on a band D property. The new cost per band D property would be £159.49 and would be a yearly increase of £12.10 or 7.59%.

To roll over any budgets on major items such as the New Cemetery if these monies have not cleared before the year end.

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Estimated 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
101										
PERSONNEL COSTS										
4000		WAGES & SALARIES ADMIN	£ 156,139	£ 158,860	£ 176,342	£ 159,879	£ 160,500	£ -	£ -	£ -
4001		WAGES & SALARIES EXTERNAL	£ 59,880	£ 61,717	£ 64,458	£ -	£ -	£ -	£ -	£ -
		WAGES & SALARIES	£ -	£ -	£ -	£ -	£ -	£ 122,700	£ 356,100	£ 121,500
4002		PENSION DEFICIT	£ 9,300	£ 9,696	£ 10,069	£ -	£ -	£ -	£ -	£ -
4003		APPRENTICESHIP	£ -	£ -	£ -	£ -	£ 6,500	£ 6,500	£ 6,500	£ -
4005		ERS NATIONAL INS	£ 15,415	£ 14,718	£ 19,677	£ 13,384	£ 12,540	£ 11,300	£ 28,500	£ 11,200
4006		ERS PENSION CONT	£ 17,790	£ 24,039	£ 24,797	£ 30,381	£ 24,900	£ 29,100	£ 84,400	£ 28,800
4007		STAFF TRAVEL	£ 495	£ 541	£ 460	£ 400	£ 500	£ 550	£ 550	£ 550
4008		OCCUPATIONAL HEALTH	£ 229	£ 263	£ -	£ 500	£ 500	£ 500	£ 500	£ 500
TOTAL EXPENDITURE			£ 259,248	£ 269,834	£ 295,803	£ 204,544	£ 205,440	£ 170,650	£ 476,550	£ 162,550
1001		APPRENTICESHIP GRANT INCOME	£ -	£ -	£ -	£ -	£ 2,500	£ 2,500	£ 2,500	£ -
TOTAL			£ 259,248	£ 269,834	£ 295,803	£ 204,544	£ 202,940	£ 168,150	£ 474,050	£ 162,550
102										
OFFICE EXPENSES										
4010		STATIONERY	£ 1,832	£ 1,067	£ 1,922	£ 2,300	£ 1,650	£ 1,800	£ 1,800	£ 1,800
4011		POSTAGE	£ 752	£ 579	£ 618	£ 350	£ 600	£ 650	£ 650	£ 600
4012		PHOTOCOPIER	£ 1,669	£ 1,574	£ 1,972	£ 1,800	£ 1,700	£ 1,700	£ 1,700	£ 1,700
4013		EQUIPMENT PURCHASE	£ 199	£ 224	£ 180	£ -	£ 325	£ 800	£ 800	£ 800
4015		ADVERTISMENT	£ 296	£ 291	£ 1,830	£ 300	£ 300	£ 300	£ 300	£ 300
4017		SUBSCRIPTIONS	£ 2,425	£ 2,853	£ 2,420	£ 2,600	£ 2,800	£ 2,800	£ 2,800	£ 2,800
4018		TELEPHONE	£ 3,321	£ 4,097	£ 8,489	£ 4,000	£ 3,700	£ 3,700	£ 3,700	£ 3,700
4019		HIRE OF HALL	£ 117	£ 99	£ 81	£ 100	£ 250	£ 250	£ 250	£ 250
4021		HOSPITALITY	£ 237	£ 99	£ 148	£ 168	£ 300	£ 300	£ 300	£ 300
4023		TRAINING	£ 3,748	£ 4,419	£ 5,587	£ 5,500	£ 5,000	£ 5,500	£ 15,000	£ 15,000
4032		PUBLICITY	£ 6,601	£ 6,457	£ 8,930	£ 7,100	£ 7,300	£ 7,300	£ 7,300	£ 7,300
4038		COMPUTER EQUIP/MAINT	£ 2,579	£ 3,025	£ 3,395	£ 7,750	£ 6,224	£ 7,300	£ 7,300	£ 7,300
4041		WEB SITE PROVISION &	£ 355	£ 4,835	£ 1,369	£ 1,000	£ 1,000	£ 1,000	£ 1,000	£ 1,000
4043		PROTECTIVE CLOTHING /	£ 388	£ 405	£ 420	£ 300	£ 500	£ 900	£ 900	£ 900
4042		HEAT LIGHT POWER	£ 1,589	£ 2,651	£ 1,894	£ 1,800	£ 2,900	£ 2,900	£ 2,900	£ 2,600
4055		ALARM	£ 573	£ 310	£ 310	£ 310	£ 350	£ 350	£ 350	£ 350
4156		BUCKINGHAM CENTRE RENT	£ 5,197	£ 7,084	£ 16,032	£ 10,153	£ 11,000	£ 11,000	£ 11,000	£ 11,000
TOTAL EXPENDITURE			£ 31,878	£ 40,069	£ 55,597	£ 45,531	£ 45,899	£ 48,550	£ 58,050	£ 57,700
1010		CHAMBER HIRE INCOME	£ 1,132	£ 973	£ 1,164	£ 1,200	£ 1,100	£ 1,100	£ 1,100	£ 1,100
1012		PHOTOCOPIER USE INCOME	£ 55	£ 8	£ 29	£ 25	£ 10	£ 10	£ 10	£ 10
TOTAL			£ 30,691	£ 39,088	£ 54,404	£ 44,306	£ 44,789	£ 47,440	£ 56,940	£ 56,590

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Estimated 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
103 COUNCILLORS										
4020		MAYOR'S DUTIES	£ 1,800	£ 1,800	£ 1,800	£ 1,800	£ 1,800	£ 1,800	£ 1,800	£ 1,800
4029		MAYOR'S CIVIC	£ 1,200	£ 1,200	£ 1,200	£ 1,200	£ 1,200	£ 1,200	£ 1,200	£ 1,200
4044		COUNCILLORS MILEAGE/ EXPS	£ 101	£ 383	£ 284	£ 100	£ 500	£ 500	£ 500	£ 500
4045		COUNCILLORS ALLOWANCE	£ 7,200	£ 7,363	£ 7,308	£ 7,400	£ 8,282	£ 8,282	£ 8,282	£ 8,282
TOTAL EXPENDITURE			£ 10,301	£ 10,746	£ 10,592	£ 10,500	£ 11,782	£ 11,782	£ 11,782	£ 11,782
TOTAL EXPENDITURE			£ 10,301	£ 10,746	£ 10,592	£ 10,500	£ 11,782	£ 11,782	£ 11,782	£ 11,782
104 LEGAL REQUIREMENTS										
4014		AUDIT FEE	£ 1,401	£ 1,720	£ 3,281	£ 2,460	£ 3,500	£ 3,500	£ 3,500	£ 3,500
4022		INSURANCE	£ 13,307	£ 13,962	£ 12,526	£ 14,274	£ 13,000	£ 13,000	£ 14,500	£ 14,500
TOTAL EXPENDITURE			£ 14,708	£ 15,682	£ 15,807	£ 16,734	£ 16,500	£ 16,500	£ 18,000	£ 18,000
TOTAL EXPENDITURE			£ 14,708	£ 15,682	£ 15,807	£ 16,734	£ 16,500	£ 16,500	£ 18,000	£ 18,000
120 GRANTS (PREV 137)										
4077		OLD GAOL FUNDING	£ 3,000	£ 3,000	£ 3,000	£ 3,000	£ 3,000	£ 3,000	£ 3,000	£ 3,000
		YOUTH CENTRE	£ -	£ -	£ -	£ 5,000	£ 5,000	£ 5,000	£ 5,000	£ 5,000
		CAB	£ -	£ -	£ -	£ 5,000	£ 5,000	£ 5,000	£ 5,000	£ 5,000
4150		FILM PLACE FUNDING	£ 1,250	£ 1,250	£ 1,250	£ -	£ 1,250	£ 1,250	£ -	£ -
TOTAL EXPENDITURE			£ 4,250	£ 4,250	£ 4,250	£ 13,000	£ 14,250	£ 14,250	£ 13,000	£ 13,000
TOTAL EXPENDITURE			£ 4,250	£ 4,250	£ 4,250	£ 13,000	£ 14,250	£ 14,250	£ 13,000	£ 13,000
125 COMMEMORATIVE ITEMS										
4504		REMEMBRANCE WREATH	£ 17	£ 17	£ 22	£ 17	£ 25	£ 25	£ 25	£ 25
4505		MAYORS SALVER	£ 165	£ 150	£ 540	£ 180	£ 180	£ 180	£ 180	£ 180
4501		CIVIC AWARD	£ -	£ -	£ -	£ 405	£ 280	£ 540	£ 540	£ 360
TOTAL EXPENDITURE			£ 182	£ 167	£ 562	£ 602	£ 485	£ 745	£ 745	£ 565
TOTAL EXPENDITURE			£ 182	£ 167	£ 562	£ 602	£ 485	£ 745	£ 745	£ 565
130 ADMIN RESERVES PRECEPT										
1176		INTEREST RECEIVED	£ 2,318	£ 607	£ -	£ 250	£ -	£ -	£ 500	£ 500
1190			£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
TOTAL INCOME			£ 2,318	£ 607	£ -	£ 250	£ -	£ -	£ 500	£ 500
TOTAL INCOME			£ 2,318	£ 607	£ -	£ 250	£ -	£ -	£ 500	£ 500

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Estimated 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
	131	GRANTS								
4084		COMMUNITY CENTRE CAPITAL	£ -	£ -	£ 3,728	£ 4,000	£ 5,000	£ 5,000	£ 5,000	£ 5,000
4085		COMMUNITY CENTRE	£ 5,784	£ 8,760	£ -	£ 52,250	£ 51,400	£ 52,250	£ -	£ -
4087		OTHER	£ 16,956	£ 18,802	£ 19,104	£ 11,900	£ 11,900	£ 11,900	£ 10,300	£ 10,300
		TOTAL EXPENDITURE	£ 22,740	£ 27,562	£ 22,832	£ 68,150	£ 68,300	£ 69,150	£ 15,300	£ 15,300
			£ 22,740	£ 27,562	£ 22,832	£ 68,150	£ 68,300	£ 69,150	£ 15,300	£ 15,300
	132	CONTINGENCIES								
4500		CONTINGENCIES	£ 2,044	£ 149,054	£ 29,476	£ 8,000	£ 9,361	£ 10,000	£ 10,000	£ 10,000
		TOTAL EXPENDITURE	£ 2,044	£ 149,054	£ 29,476	£ 8,000	£ 9,361	£ 10,000	£ 10,000	£ 10,000
			£ 2,044	£ 149,054	£ 29,476	£ 8,000	£ 9,361	£ 10,000	£ 10,000	£ 10,000
	304	BUCKINGHAM TOWN YOUTH COUNCIL								
4237		YOUTH COUNCIL BUDGET	£ 830	£ 900	£ -	£ -	£ 900	£ 900	£ 900	£ 900
4238		YOUTH COUNCIL ADMIN	£ -	£ 100	£ -	£ -	£ 100	£ 100	£ 100	£ 100
		TOTAL EXPENDITURE	£ 830	£ 1,000	£ -	£ -	£ 1,000	£ 1,000	£ 1,000	£ 1,000
			£ 830	£ 1,000	£ -	£ -	£ 1,000	£ 1,000	£ 1,000	£ 1,000
		RESOURCES TOTAL EXPENDITURE	£ 346,181	£ 518,364	£ 434,919	£ 367,061	£ 373,017	£ 342,627	£ 604,427	£ 289,897
		INCOME	£ 3,505	£ 1,588	£ 1,193	£ 1,475	£ 3,610	£ 3,610	£ 4,110	£ 1,610
		TOTAL EXPENDITURE OVER INCOME	£ 342,676	£ 516,776	£ 433,726	£ 365,586	£ 369,407	£ 339,017	£ 600,317	£ 288,287
			£ 342,676	£ 516,776	£ 433,726	£ 365,586	£ 369,407	£ 339,017	£ 600,317	£ 288,287

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Est. 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
201 ENVIRONMENT										
3995		NI ENVIRONMENT	- £	- £	- £	10,600 £	9,460 £	- £	- £	- £
3996		PENSION ERS ENVIRONMENT	- £	- £	- £	27,600 £	18,800 £	- £	- £	- £
4005		ERS NATIONAL INS	- £	- £	- £	- £	- £	11,000 £	- £	- £
4006		ERS PENSION CONT	- £	- £	- £	- £	- £	33,500 £	- £	10,600 £
4004		WAGES & SALARIES	- £	- £	- £	123,700 £	120,000 £	154,000 £	- £	35,400 £
4068		COMMUNITY SERVICE	6,980 £	4,680 £	6,000 £	6,840 £	6,820 £	6,820 £	6,820 £	6,820 £
4069		GRIT / SALT BINS	- £	600 £	- £	- £	- £	600 £	600 £	600 £
4101		SEATS AND BINS	576 £	556 £	- £	600 £	561 £	1,000 £	1,000 £	1,000 £
4112		ENVIRONMENT EQUIPMENT	5,800 £	5,738 £	5,565 £	6,900 £	6,000 £	7,000 £	7,000 £	7,000 £
		SOLAR LOAN REPAYMENT	- £	- £	- £	- £	- £	- £	- £	9,500 £
		GREEN WASTE DISPOSAL	300 £	300 £	371 £	- £	500 £	500 £	500 £	500 £
		TOTAL EXPENDITURE	13,656 £	11,874 £	11,936 £	176,240 £	162,141 £	214,420 £	25,420 £	220,420 £
		FIT RATE	- £	- £	- £	- £	- £	- £	- £	2,500 £
		EXPORT RATE	- £	- £	- £	- £	- £	- £	- £	1,500 £
		TOTAL INCOME	13,656 £	11,874 £	11,936 £	176,240 £	162,141 £	214,420 £	25,420 £	220,420 £
202 ROUNDABOUTS										
1051		ROUNDABOUT NO 1 OPEN	1,982 £	2,014 £	2,024 £	2,075 £	2,075 £	2,075 £	2,075 £	2,075 £
1052		ROUNDABOUT NO 2 ELLA	1,057 £	1,074 £	1,079 £	1,106 £	1,580 £	1,580 £	1,580 £	1,580 £
1053		ROUNDABOUT NO 3	1,735 £	1,762 £	1,771 £	1,815 £	1,816 £	1,816 £	1,816 £	1,816 £
1054		ROUNDABOUT NO 4 R & B	- £	374 £	2,258 £	2,314 £	2,258 £	2,258 £	2,258 £	2,258 £
1056		ROUNDABOUT NO 6 EUROLANE	2,367 £	2,405 £	2,417 £	2,465 £	2,478 £	2,478 £	2,478 £	2,478 £
1057		ROUNDABOUT NO 7 RING ROAD	1,207 £	1,226 £	1,232 £	1,257 £	1,264 £	1,264 £	1,264 £	1,264 £
		TOTAL EXPENDITURE	7,924 £	9,181 £	1,622 £	4,590 £	4,590 £	8,900 £	8,900 £	8,900 £
		INCOME	8,348 £	8,855 £	10,781 £	11,032 £	11,471 £	11,471 £	11,471 £	11,471 £
		TOTAL INCOME	424 £	326 £	9,159 £	6,442 £	6,881 £	2,571 £	2,571 £	2,571 £
203 MAINTENANCE										
4063		VEHICLE HIRE AND RUNNING	3,880 £	4,554 £	6,244 £	5,577 £	5,000 £	20,000 £	20,000 £	20,000 £
4082		ALLOTMENTS	1,500 £	1,500 £	1,500 £	1,500 £	1,500 £	1,500 £	1,500 £	1,500 £
4102		DOG BINS	2,867 £	4,282 £	4,196 £	4,550 £	4,550 £	5,000 £	5,000 £	5,000 £
		TOTAL EXPENDITURE	8,247 £	10,336 £	11,940 £	11,627 £	11,050 £	26,500 £	26,500 £	26,500 £
		TOTAL INCOME	8,247 £	10,336 £	11,940 £	11,627 £	11,050 £	26,500 £	26,500 £	26,500 £
204 DEVOLVED SERVICES EXPENSES										
1017		TOTAL EXPENDITURE	- £	25,668 £	19,919 £	18,500 £	20,411 £	22,000 £	22,000 £	22,000 £
		TOTAL INCOME	17,750 £	39,992 £	20,353 £	20,353 £	20,500 £	20,353 £	20,353 £	20,353 £
		TOTAL	17,750 £	14,324 £	434 £	1,853 £	89 £	1,647 £	1,647 £	1,647 £
4013		DEPOT	- £	- £	2,263 £	- £	400 £	400 £	400 £	400 £
4055		EQUIPMENT PURCHASE	- £	- £	1,420 £	400 £	400 £	400 £	400 £	400 £
4225		ALARM RATES	- £	- £	4,398 £	3,868 £	4,500 £	4,500 £	4,500 £	4,500 £

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Est. 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
4601		REPAIRS& MAINTENANCE FUND	- £	- £	6,325 £	500 £	1,000 £	500 £	500 £	500 £
4602		ELECTRICITY	- £	- £	1,138 £	840 £	2,500 £	2,500 £	2,500 £	2,500 £
4603		WATER	- £	- £	113 £	555 £	1,500 £	1,500 £	1,500 £	1,500 £
		TOTAL EXPENDITURE	- £	- £	15,657 £	6,163 £	10,300 £	9,400 £	9,400 £	9,400 £
			- £	- £	15,657 £	6,163 £	10,300 £	9,400 £	9,400 £	9,400 £
249		PUBLIC TOILETS								
4074		TOILET CAPITAL	- £	- £	75,407 £	159,764 £	150,815 £	- £	- £	- £
4225		RATES	- £	- £	- £	- £	6,008 £	8,000 £	8,000 £	8,000 £
4602		ELECTRICITY	- £	- £	- £	500 £	1,000 £	1,000 £	1,000 £	1,000 £
4603		WATER	- £	- £	750 £	750 £	2,500 £	2,500 £	2,500 £	2,500 £
4608		SHOP MOBILITY	- £	- £	- £	2,000 £	3,900 £	1,000 £	1,000 £	1,000 £
4612		CONTRACTOR CHARGE	- £	- £	- £	9,130 £	10,000 £	12,000 £	12,000 £	10,000 £
4709		MAINTENANCE	- £	- £	159 £	1,355 £	1,000 £	500 £	500 £	500 £

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Est. 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
1078		TOTAL EXPENDITURE	- £	- £	75,566 £	173,499 £	175,223 £	25,000 £	25,000 £	23,000 £
		NEW HOMES BONUS	- £	- £	75,407 £	163,669 £	150,815 £	25,000 £	25,000 £	23,000 £
			- £	- £	159 £	9,830 £	24,408 £	25,000 £	25,000 £	23,000 £
250		LACE HILL								
4050		LACE HILL PLAYING FIELDS		11,693 £	7,098 £	11,000 £	13,000 £	13,000 £	13,000 £	11,000 £
4158		LACE HILL GAS		- £	6,667 £	6,780 £	2,500 £	2,800 £	2,800 £	2,800 £
4159		LACE HILL ELECTRICITY		- £	3,849 £	3,800 £	2,500 £	2,500 £	2,500 £	2,500 £
4160		LACE HILL WATER		- £	- £	1,500 £	2,500 £	2,500 £	2,500 £	2,500 £
4161		LACE HILL REPAIRS & MAINT		- £	6,509 £	5,000 £	10,000 £	10,000 £	10,000 £	10,000 £
4162		LACE HILL CONTRACTOR		- £	8,485 £	3,500 £	10,000 £	10,000 £	10,000 £	10,000 £
4163		LACE HILL ALARM		- £	175 £	104 £	500 £	500 £	500 £	500 £
4164		LACE HILL EQUIPMENT		- £	15,491 £	4,000 £	9,250 £	10,000 £	10,000 £	7,000 £
4166		LACE HILL EVENTS		- £	- £	750 £	750 £	750 £	750 £	- £
4225		RATES		- £	9,692 £	9,087 £	9,692 £	9,692 £	9,692 £	9,692 £
4605		HORTICULTURAL CONTRACT		- £	- £	3,500 £	3,629 £	4,709 £	4,709 £	4,709 £
		TOTAL EXPENDITURE	- £	11,693 £	57,966 £	49,021 £	64,321 £	66,451 £	65,701 £	60,701 £
1026		TOTAL INCOME	- £	- £	33,665 £	34,000 £	25,000 £	35,000 £	35,000 £	37,000 £
			- £	11,693 £	24,301 £	15,021 £	39,321 £	31,451 £	30,701 £	23,701 £
251		CHANDOS PARK								
4106		PLAY AREA MAINTENANCE	139 £	483 £	119 £	89 £	500 £	500 £	500 £	500 £
4601		REPAIRS & MAINTENANCE FUND	6,890 £	2,174 £	4,627 £	3,000 £	3,000 £	2,000 £	2,000 £	2,000 £
4602		ELECTRICITY	371 £	533 £	- £	400 £	500 £	500 £	500 £	500 £
4603		WATER	2,313 £	1,284 £	1,246 £	1,600 £	1,500 £	1,500 £	1,500 £	1,500 £
4605		HORTICULTURAL CONTRACT	15,014 £	15,254 £	2,881 £	4,300 £	4,251 £	6,830 £	6,830 £	6,830 £
		TOTAL EXPENDITURE	24,727 £	19,728 £	8,873 £	9,389 £	9,751 £	11,330 £	11,330 £	11,330 £
1030		BOWLS INCOME	550 £	550 £	550 £	550 £	550 £	550 £	550 £	550 £
1035		TENNIS COURT RENT	625 £	625 £	625 £	625 £	625 £	625 £	625 £	625 £
		TOTAL INCOME	1,175 £	1,175 £	1,175 £	1,175 £	1,175 £	1,175 £	1,175 £	1,175 £
			23,552 £	18,553 £	7,698 £	8,214 £	8,576 £	10,155 £	10,155 £	10,155 £
252		BOURTON PARK								
4106		PLAY AREA MAINTENANCE	359 £	546 £	329 £	401 £	500 £	1,000 £	1,000 £	1,000 £
4122		TREE WORKS	- £	- £	- £	7,000 £	7,000 £	7,000 £	7,000 £	7,000 £
4601		REPAIRS & MAINTENANCE FUND	9,614 £	5,741 £	6,068 £	9,000 £	9,618 £	4,000 £	4,000 £	4,000 £
4605		HORTICULTURAL CONTRACT	26,084 £	26,501 £	9,959 £	11,400 £	11,096 £	20,471 £	20,471 £	20,471 £
4708		PLAY EQUIPMENT	39,095 £	- £	- £	- £	- £	- £	- £	- £
		TOTAL EXPENDITURE	75,152 £	32,788 £	16,356 £	27,801 £	28,214 £	32,471 £	32,471 £	32,471 £
1078		NEW HOMES BONUS	38,513 £	- £	- £	- £	- £	- £	- £	- £
		TOTAL INCOME	36,639 £	32,788 £	16,356 £	27,801 £	28,214 £	32,471 £	32,471 £	32,471 £
253		CEMETERY								
4225		RATES	2,251 £	960 £	968 £	900 £	1,300 £	1,300 £	1,300 £	1,300 £
4601		REPAIRS & MAINTENANCE FUND	2,725 £	1,642 £	2,162 £	3,000 £	3,000 £	3,000 £	3,000 £	3,000 £
4602		ELECTRICITY	295 £	774 £	471 £	880 £	400 £	400 £	400 £	400 £
4605		HORTICULTURAL CONTRACT	21,746 £	22,094 £	6,275 £	5,400 £	5,832 £	6,806 £	6,806 £	6,806 £

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Est. 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
4620		MEMORIAL TESTING	£ -	£ -	£ -	£ -	£ 2,000	£ 2,000	£ 2,000	£ 1,000
4621		EXPENSES RE BURIAL DUTIES	£ 3,489	£ 9,637	£ 8,478	£ 8,500	£ 6,500	£ 6,500	£ 6,500	£ 6,500
		NEW CEMETERY PLANNING	£ -	£ -	£ -	£ -	£ 20,000	£ 20,000	£ 20,000	£ 20,000
1041		TOTAL EXPENDITURE	£ 30,506	£ 35,107	£ 18,354	£ 18,680	£ 39,032	£ 40,006	£ 40,006	£ 39,006
1045		BURIAL FEES	£ 12,488	£ 19,054	£ 17,403	£ 25,000	£ 12,500	£ 12,500	£ 12,500	£ 12,500
		CEMETERY WAR GRAVES COMM	£ 60	£ -	£ -	£ -	£ -	£ -	£ -	£ -
		TOTAL INCOME	£ 12,546	£ 19,054	£ 17,403	£ 25,000	£ 12,500	£ 12,500	£ 12,500	£ 12,500
			£ 17,960	£ 16,053	£ 951	£ 6,320	£ 26,532	£ 27,506	£ 27,506	£ 26,506

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Est. 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
254										
4612		CHANDOS PARK TOILETS								
4709		CONTRACTOR CHARGE	11,984	8,115	6,386	8,800	12,500	12,500	12,500	9,000
		MAINTENANCE	1,035	68	638	500	1,000	1,000	1,000	1,000
		TOTAL EXPENDITURE	13,019	8,183	7,024	9,300	13,500	13,500	13,500	10,000
			13,019	8,183	7,024	9,300	13,500	13,500	13,500	10,000
255										
4120		RAILWAY WALK & CASTLE HILL								
		FRIENDS OF GROUPS	434	437	663	1,631	1,631	1,000	1,000	1,000
		HORTICULTURAL CONTRACT	-	-	-	-	-	2,010	2,010	2,010
		MAINTENANCE	-	-	-	-	-	500	500	500
4122		TREE WORKS	1,478	2,803	-	-	1,500	1,500	1,500	1,500
		TOTAL EXPENDITURE	1,912	3,240	663	1,631	3,131	5,010	5,010	5,010
			1,912	3,240	663	1,631	3,131	5,010	5,010	5,010
256										
		STORAGE PREMISES								
4053		GRENVILLE	-	1,243	-	-	-	-	-	-
4066		GRENVILLE GARAGE RENT	-	-	599	600	650	650	650	650
4073		COLLEGE FARM	3,250	3,250	1,083	-	-	-	-	-
		TOTAL EXPENDITURE	3,250	4,493	484	600	650	650	650	650
			3,250	4,493	484	600	650	650	650	650
257										
		KEN TAGG PLAYGROUND								
4106		PLAY AREA MAINTENANCE	231	460	111	92	100	500	500	500
4122		TREE WORKS	-	280	-	-	500	500	500	500
4123		PLAYGROUND REFURBISHMENT	-	30,584	1,113	-	-	-	-	-
4605		HORTICULTURAL CONTRACT	1,024	1,041	223	623	503	786	786	786
		TOTAL EXPENDITURE	1,255	32,365	1,447	715	1,103	1,786	1,786	1,786
1079		GRANTS FOR PLAYGROUND	-	29,851	-	-	-	-	-	-
		TOTAL INCOME	-	29,851	-	-	-	-	-	-
			1,255	2,514	1,447	715	1,103	1,786	1,786	1,786
258										
		CEMETERY LODGE								
4034		PWLB REPAYMENTS INCL	4,702	4,702	4,702	4,702	4,702	4,702	4,702	4,702
4225		RATES	1,309	-	-	-	-	-	-	-
4609		CEMETERY LODGE MAINT	-	56	416	1,800	1,000	2,500	2,500	2,000
		TOTAL EXPENDITURE	3,393	4,758	5,118	6,502	5,702	7,202	7,202	6,702
1061		CEMETERY LODGE RENTAL	8,436	9,294	8,173	10,000	10,530	10,530	10,530	10,530
		TOTAL INCOME	8,436	9,294	8,173	10,000	10,530	10,530	10,530	10,530
			5,043	4,536	3,055	3,498	4,828	3,328	3,328	3,828
259										
		OTTERS BROOK								
4106		PLAY AREA MAINTENANCE	70	134	111	303	500	500	500	500
4122		TREE WORKS	-	80	125	-	150	150	150	150
4605		HORTICULTURAL CONTRACT	3,262	3,314	898	2,100	1,683	2,666	2,666	2,666
		TOTAL EXPENDITURE	3,332	3,528	1,134	2,403	2,333	3,316	3,316	3,316
			3,332	3,528	1,134	2,403	2,333	3,316	3,316	3,316
260										
		CCTV								
4100		CCTV ONGOING COSTS	696	-	450	450	800	2,400	2,400	2,400

Environment Precept 2018/19

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Est. 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
TOTAL EXPENDITURE			£ 696	£ -	£ 450	£ 450	£ 800	£ 2,400	£ 2,400	£ 2,400
			£ 696	£ -	£ 450	£ 450	£ 800	£ 2,400	£ 2,400	£ 2,400
ENVIRONMENT TOTAL EXPENDITURE			£ 187,069	£ 212,942	£ 253,541	£ 517,111	£ 552,252	£ 490,342	£ 300,592	£ 483,592
INCOME			£ 86,768	£ 108,221	£ 166,957	£ 265,229	£ 231,991	£ 91,029	£ 91,029	£ 93,029
TOTAL EXPENDITURE OVER INCOME			£ 100,301	£ 104,721	£ 86,584	£ 251,882	£ 320,261	£ 399,313	£ 209,563	£ 390,563

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Est. 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
301		TOWN CENTRE & EVENTS								
4005		ERS NATIONAL INS	£ -	£ -	£ -	£ -	£ -	£ 1,900	£ -	£ 3,900
4006		ERS PENSION CONT	£ -	£ -	£ -	£ -	£ -	£ 6,400	£ -	£ 13,200
4004		WAGES & SALARIES	£ -	£ -	£ -	£ -	£ -	£ 26,700	£ -	£ 55,600
4078		NEW SIGNS	£ -	£ 282	£ -	£ -	£ -	£ -	£ -	£ -
4079		FAIR TRADE PROMOTION	£ 106	£ 352	£ 192	£ 330	£ 400	£ 400	£ 400	£ 400
4094		YOUTH PROJECT	£ 1,908	£ 1,410	£ 2,840	£ 1,560	£ 3,000	£ 3,000	£ 4,500	£ 3,000
4104		TOWN IN BLOOM	£ 5,113	£ 5,529	£ 5,410	£ 6,123	£ 6,300	£ 6,300	£ 6,300	£ 6,300
4107		PRIDE OF PLACE	£ 244	£ 267	£ 242	£ 250	£ 250	£ 250	£ 250	£ 250
4115		RIVER RINSE	£ 136	£ 320	£ 108	£ 440	£ 400	£ 400	£ 400	£ 400
4165		WINTER HANGING BASKET	£ -	£ -	£ 669	£ -	£ -	£ -	£ -	£ -
4201		CHRISTMAS LIGHTS	£ 10,666	£ 9,847	£ 7,997	£ 8,772	£ 10,000	£ 10,000	£ 10,000	£ 9,000
4202		FIREWORK DISPLAY	£ 3,621	£ 3,665	£ 3,654	£ 4,400	£ 5,000	£ 5,000	£ 5,000	£ 4,500
4203		COMMUNITY FAIR	£ 333	£ 358	£ 307	£ 310	£ 500	£ 500	£ 500	£ 500
4205		CHRISTMAS PARADE	£ 2,998	£ 2,799	£ 3,180	£ 3,000	£ 3,000	£ 3,000	£ 3,000	£ 3,000
4208		SPRING FAIR	£ -	£ -	£ -	£ -	£ 500	£ 500	£ 500	£ 500
4209		TRAFFIC ORDERS FOR EVENTS	£ 290	£ 126	£ -	£ -	£ 1,100	£ -	£ -	£ -
4210		PANCAKE RACE	£ 59	£ 109	£ 104	£ 100	£ 75	£ 75	£ 75	£ 75
4211		BAND JAM	£ 3,128	£ 2,878	£ 3,417	£ 3,350	£ 3,500	£ 3,500	£ 3,500	£ 3,500
4212		CHRISTMAS LIGHT SWITCH ON	£ 210	£ 375	£ 640	£ 700	£ 1,300	£ 1,300	£ 1,300	£ 1,300
4213		DOG AWARENESS	£ -	£ 236	£ 374	£ 300	£ 300	£ 300	£ 300	£ 300
4215		EVENTS PA SYSTEM	£ 400	£ 200	£ -	£ -	£ 200	£ -	£ -	£ -
4216		MAY DAY EVENT	£ 42	£ 43	£ 8	£ 38	£ 50	£ 50	£ 50	£ 50
4220		MUSIC IN THE MARKET	£ 3,639	£ 3,549	£ 3,515	£ 3,613	£ 3,500	£ 3,500	£ 3,500	£ 3,500
4228		ENTERTAINMENTS	£ 300	£ 1,070	£ 528	£ -	£ -	£ -	£ -	£ -
4230		SCOUT EVENT	£ -	£ -	£ -	£ 46	£ 50	£ 50	£ 50	£ 50
4241		COMEDY NIGHT EXPENDITURE	£ 4,653	£ 2,935	£ 1,497	£ -	£ 3,000	£ -	£ 3,000	£ 3,000
		FUNERAL FAIR	£ -	£ -	£ -	£ -	£ -	£ 1,000	£ 1,000	£ 1,000
		ENTERPRISE FAIR	£ -	£ -	£ -	£ -	£ -	£ 500	£ 500	£ 500
		FAMILY CAMP	£ -	£ -	£ -	£ -	£ -	£ 600	£ 600	£ -
		ICE RINK	£ -	£ -	£ -	£ -	£ -	£ -	£ 9,680	£ 8,600
		LACE HILL EVENTS	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,000	£ 1,000
4243		CHARTER FAIR EXPENDITURE	£ 1,799	£ 1,800	£ 1,778	£ 1,800	£ 3,700	£ 3,700	£ 3,700	£ 2,000

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Est. 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
		TOTAL EXPENDITURE	£ 39,645	£ 38,150	£ 36,460	£ 35,132	£ 46,125	£ 78,925	£ 59,105	£ 125,425
1013		HANGING BASKETS	£ 400	£ 542	£ 323	£ 483	£ 400	£ 400	£ 400	£ 400
1062		COMMUNITY FAIR - TABLE	£ 250	£ 200	£ 180	£ 120	£ 300	£ 300	£ 300	£ 300
1063		TRAFFIC ORDERS RECHARGED	£ 98	£ 114	£ -	£ -	£ -	£ -	£ -	£ -
1066		COMEDY NIGHT INCOME	£ 3,077	£ 1,335	£ 1,339	£ -	£ 3,000	£ -	£ 3,000	£ 3,000
1069		CHARTER FAIR INCOME	£ 5,967	£ 6,146	£ 6,364	£ 6,400	£ 6,400	£ 6,400	£ 6,400	£ 6,400
		ICE RINK INCOME	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 8,600
		ENTERPRISE FAIR	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 500
		FUNERAL FAIR	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,000
		LACE HILL EVENTS INCOME	£ -	£ -	£ -	£ -	£ -	£ -	£ 250	£ 1,000
1072		BUCKINGHAM ACTION GROUP	£ -	£ -	£ 1,250	£ -	£ -	£ -	£ -	£ -
		TOTAL INCOME	£ 9,792	£ 8,337	£ 9,456	£ 7,003	£ 10,100	£ 7,100	£ 18,470	£ 21,200
			£ 29,853	£ 29,813	£ 27,004	£ 28,129	£ 36,025	£ 71,825	£ 40,635	£ 104,225
302		STREET MARKET								
4017		SUBSCRIPTIONS	£ 318	£ -	£ 318	£ -	£ 330	£ 330	£ 330	£ 330
4225		RATES	£ 3,627	£ 3,696	£ 3,727	£ 3,041	£ 4,000	£ 4,000	£ 4,000	£ 4,000
4226		SUPERVISORS	£ 4,487	£ 4,550	£ 4,718	£ -	£ -	£ -	£ -	£ -
4235		MARKET INFRASTRUCTURE &	£ 5,044	£ 2,568	£ 2,529	£ 550	£ 2,200	£ 1,950	£ 1,950	£ 1,950
		TOTAL EXPENDITURE	£ 13,476	£ 10,814	£ 11,292	£ 3,591	£ 6,530	£ 6,280	£ 6,280	£ 6,280
1005		STREET MARKET	£ 19,045	£ 18,331	£ 16,690	£ 14,000	£ 18,000	£ 14,000	£ 14,000	£ 14,000
1006		FLEA MARKET	£ 4,264	£ 4,340	£ 3,658	£ 5,500	£ 4,000	£ 5,500	£ 5,500	£ 5,500
1007		CONTINENTAL MARKET	£ 288	£ 166	£ -	£ -	£ -	£ -	£ -	£ -
		TOTAL INCOME	£ 23,597	£ 22,837	£ 20,348	£ 19,500	£ 22,000	£ 19,500	£ 19,500	£ 19,500
			-£ 10,121	-£ 12,023	-£ 9,056	-£ 15,909	-£ 15,470	-£ 13,220	-£ 13,220	-£ 13,220
303		SPECIAL EVENTS								
4075		Festival of Health	£ -	£ -	£ -	£ -	£ -	£ -	£ 2,500	£ 2,500
4242		FOOD FAIR	£ 379	£ 343	£ 343	£ 500	£ 500	£ 500	£ 500	£ 500
		FRINGE	£ -	£ -	£ -	£ -	£ -	£ -	£ 9,000	£ 6,000
		REMEMBERANCE FLAGS	£ -	£ -	£ -	£ -	£ -	£ -	£ 420	£ 420
4260		TWINNING	£ 854	£ -	£ 1,000	£ -	£ -	£ -	£ -	£ -
		TOTAL EXPENDITURE	£ 1,233	£ 343	£ 1,343	£ 500	£ 500	£ 500	£ 12,420	£ 9,420
1020		FOOD FAIR INCOME	£ 425	£ 350	£ 625	£ 400	£ 400	£ 400	£ 400	£ 400
		FRINGE	£ -	£ -	£ -	£ -	£ -	£ -	£ 3,000	£ 3,000
1034		FESTIVAL OF HEALTH	£ -	£ -	£ 2,000	£ 300	£ 2,000	£ -	£ 2,500	£ 2,500
		TOTAL INCOME	£ 425	£ 350	£ 2,625	£ 700	£ 2,400	£ 400	£ 5,900	£ 5,900
			£ 808	-£ 7	£ 1,282	-£ 200	£ 1,900	£ 100	£ 6,520	£ 3,520

Account Code Cost Centre Account Actual 2014/15 Actual 2015/16 Actual 2016/17 Est. 2017/18 Budget 2017/18 Committee Rec 2018/19 Officer Rec. 2018/19 Reworked budget

304		TOURIST INFORMATION CENTRE	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 3,000	£ 1,500
		TOURIST INFORMATION CENTRE	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 3,000	£ 1,500
		TOTAL EXPENDITURE	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 400	£ 400
		TOTAL INCOME										

TOWN CENTRE & EVENTS TOTAL	£ 54,354	£ 49,307	£ 49,095	£ 39,223	£ 53,155	£ 85,705	£ 77,805	£ 141,125
EXPENDITURE								
INCOME	£ 33,814	£ 31,524	£ 32,429	£ 27,203	£ 34,500	£ 27,000	£ 43,870	£ 46,600
TOTAL EXPENDITURE OVER INCOME	£ 20,540	£ 17,783	£ 16,666	£ 12,020	£ 18,655	£ 58,705	£ 33,935	£ 94,525

Account Code	Cost Centre	Account	Actual 2014/15	Actual 2015/16	Actual 2016/17	Est. 2017/18	Budget 2017/18	Committee Rec 2018/19	Officer Rec. 2018/19	Reworked budget
9025		PLAY AREA REPLACEMENT	£ -	£ -	£ -	£ -	£ 17,121	£ 17,121	£ 17,121	£ 17,121
9027		GREEN BUCKINGHAM GROUP	£ -	£ -	£ -	£ 226	£ 226	£ 226	£ 226	£ 226
9029		CIRCULAR WALK MAINT	£ 8,894	£ -	£ -	£ -	£ 5,399	£ 5,399	£ 5,399	£ 5,399
9030		TOURISM LEAFLETS	£ 524	£ -	£ -	£ 998	£ 3,402	£ 2,404	£ 2,404	£ 2,404
9032		BUCK NEIGHBOURHOOD DEV	£ 10,242	£ 18,601	£ 1,200	£ -	£ -	£ -	£ -	£ -
9033		DESTINATION BUCKINGHAM	£ 4,631	£ 9,717	£ 3,601	£ 4,000	£ 1,938	£ 2,062	£ 17,938	£ 17,938
9034		RIVER AND POND MAINTENANCE	£ -	£ 1,507	£ -	£ -	£ -	£ -	£ -	£ -
9035		PARKS DEVELOPMENT	£ 14,315	£ 11,355	£ 35,842	£ 2,100	£ 4,275	£ 2,175	£ 2,175	£ 2,175
9036		ELECTION COSTS	£ -	£ 2,812	£ -	£ -	£ 3,188	£ 3,188	£ 3,188	£ 3,188
9037		JUBILEE BOOK	£ -	£ 1,358	£ -	£ -	£ -	£ -	£ -	£ -
9038		NEW VEHICLE	£ -	£ 15,180	£ 13,815	£ -	£ -	£ -	£ -	£ -
9039		BARRIERS FOR EVENTS	£ -	£ 560	£ 409	£ -	£ -	£ -	£ -	£ -
9040		PARK RUN	£ -	£ 250	£ 98	£ 20	£ 43	£ 89	£ 89	£ 89
9041		MVAS	£ -	£ 1,177	£ 1,818	£ -	£ -	£ -	£ -	£ -
9042		HOSTING OF TWINNING EVENT	£ -	£ -	£ 938	£ -	£ -	£ -	£ -	£ -
9045		ACCESS FOR ALL	£ -	£ -	£ 13	£ 265	£ 485	£ 220	£ 220	£ 220
9046		PLANNING DISPLAY EQUIPMENT	£ -	£ -	£ -	£ -	£ 5,242	£ 5,242	£ 5,242	£ 5,242
9047		FUTURE EVENTS	£ -	£ -	£ 335	£ -	£ -	£ -	£ -	£ -
9048		BAG FUND	£ -	£ -	£ -	£ 780	£ 1,000	£ 1,780	£ 1,780	£ 1,780
1070		DESTINATION BUCKINGHAM	£ 1,000	£ -	£ -	£ -	£ -	£ -	£ -	£ -
		TOTAL EXPENDITURE	£ 69,705	£ 110,996	£ 127,680	£ 9,490	£ 56,759	£ 47,269	£ 67,269	£ 67,269
		TOTAL INCOME	£ 1,000	£ -	£ -	£ 20,000	£ -	£ -	£ -	£ -
		EARMARKED RESERVES TOTAL EXPENDITURE	£ 69,705	£ 110,996	£ 127,680	£ 9,490	£ 56,759	£ 47,269	£ 67,269	£ 67,269
		INCOME	£ 1,000	£ -	£ -	£ 20,000	£ -	£ -	£ -	£ -
		TOTAL EXPENDITURE OVER INCOME	£ 68,705	£ 110,996	£ 127,680	£ 10,510	£ 56,759	£ 47,269	£ 67,269	£ 67,269

BUCKINGHAM TOWN COUNCIL

FULL COUNCIL

MONDAY 22nd January 2018

Contact Officer: Mr. C.P. Wayman

Improving the effectiveness and efficiency of the Council

Background

The Town Council should always be looking to improve and adapt to future changes. There are a large number of changes coming in the next few years which have been acknowledged by the Town Council previously by undertaking such events as the strategic planning and the scenario planning workshops. The Scenario Planning workshop proposed large changes to the Town Council's work in the future with looking at other aspects of work that the Town Council might need to expand into, to ensure the town functions and has the best possible chance to thrive in the future.

Factoring in the changes we anticipate in the next few years, and taking on board the discussions in Town Council meetings and in the Scenario Planning workshops, the management team (the Town Clerk, Deputy Town Clerk and Estates Manager) propose the changes detailed.

Unitary is by far the single biggest change affecting the Council over the next 2-3 years and there will be positives and negatives associated with this. There are other influences such as the forthcoming elections and the general increase in the day to day workload of the Town Council.

The main driver became making the Town Council more efficient and looking at what could be done to reduce the ever increasing work load on Councillors and staff.

These proposals were presented to the Chairmen of the Committees and the Mayor to obtain feedback on the feasibility of working.

Information

The attached information sets out the proposals. In addition to this there would be the scope to include Task and Finish groups for those Councillors keen on a particular project to ensure that it is being progressed.

It is hoped to reduce the amount of meetings down and result in one Full Council meeting per month and one other committee meeting each month (i.e. each committee would meet once every 3 months)

Each Committee would set out a work schedule for the year with the major tasks that it wants to undertake. (An example for each committee is included). This would then be progressed with updates given at each meeting.

The largest change to any one committee as they currently stand is Planning, these aspects would be taken up under Town Development. The majority of planning applications however, are proposed to be dealt with under a Town Council policy. The Planning Officer would therefore respond on behalf of the Town Council to most applications. Town Councillors would decide on the level of application which would be decided by the actual committee e.g. 20 homes + mixed use, a new home etc. There would also be scope for Councillors to call in any application that they might think is controversial that would normally be part of the policy response.

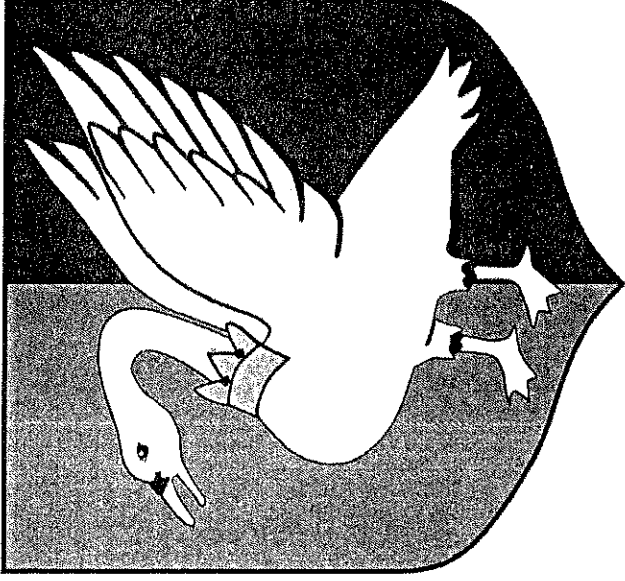
The policy may have positive and negative aspects e.g. The Town Council supports new education develop as long it is in-keeping with the surrounding developments; o would have objections, such as the Town Council objects to development which increases the size of the footprint by 50%.

The policy would be set by Councillors and reviewed by the committee. It could be supported by fortnightly emails to Councillors on the committee of applications that have come in and responses sent.

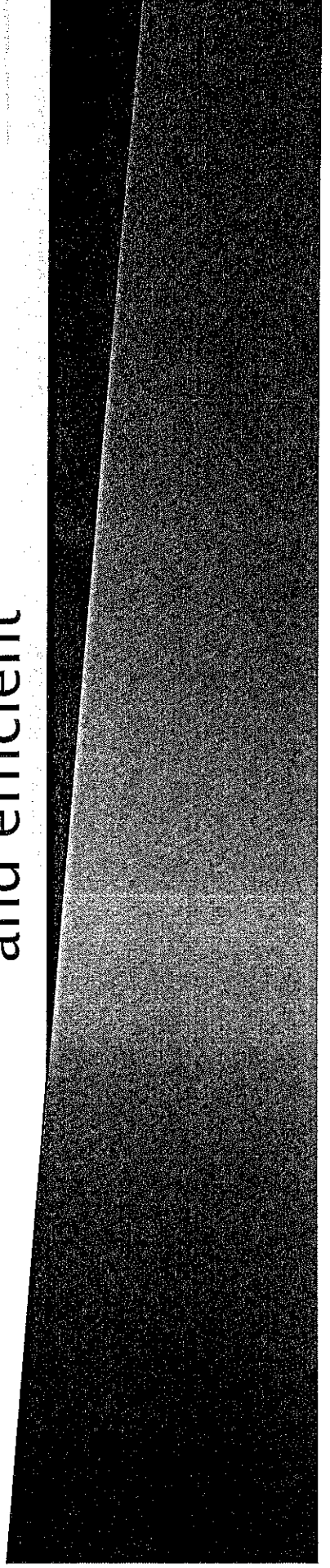
Recommendation

The Town Council look at the proposals and agree at the next Town Council meeting on the mission, vision and the objectives.

To Agree to trial the proposal for one year from May 2018.



Buckingham Town Council
Making the Council more effective
and efficient

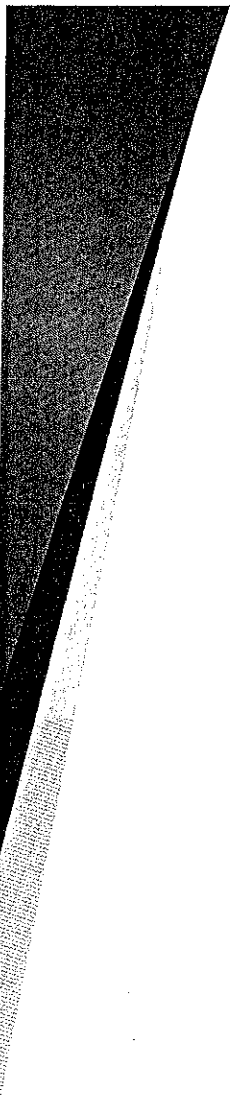


Why look at this?

Desire to become more efficient and effective:

- ▶ Make decisions quickly
- ▶ Meetings more productive
- ▶ Become more outcome driven
- ▶ Reduce micro management

**GET MORE THINGS DONE FOR THE LOCAL
COMMUNITY**



Knock on effects

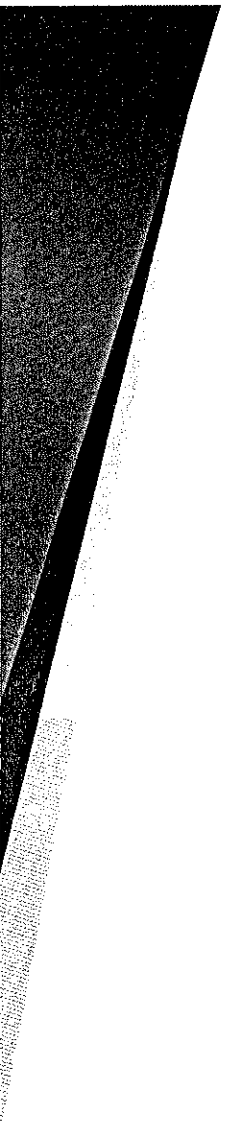
Hopefully encourage more new Councillors

Shorter meetings

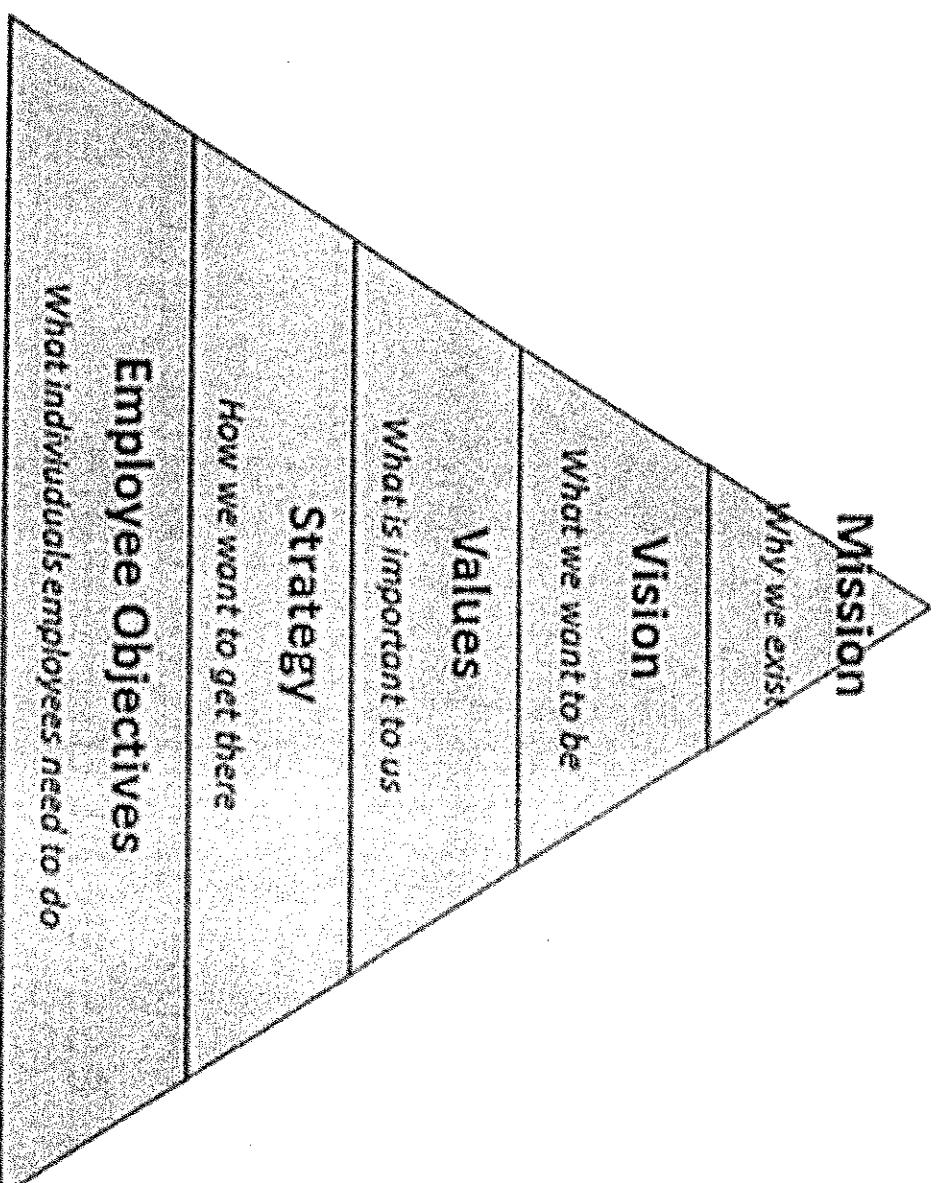
More outcomes

Seen as less talking shop and more a place of
action

Ensuring continuation of being successful and
more successful in the future



How are we proposing to do this?



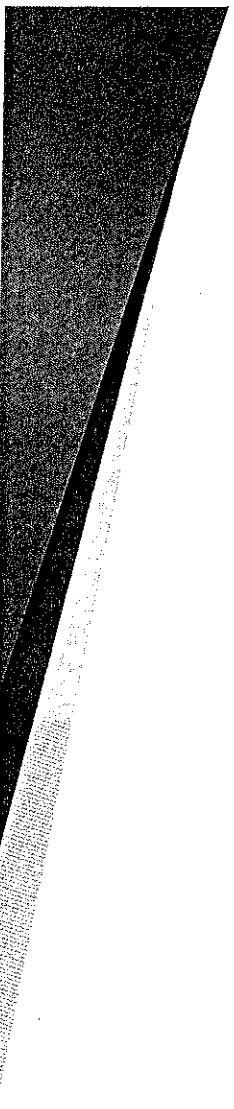
Mission

To prioritise and allocate resources to provide and maintain a variety of local services that represent the local community and meet local needs, whilst achieving real value for money.



Vision

To continue to improve the quality of life of people living, working, studying, playing and visiting Buckingham

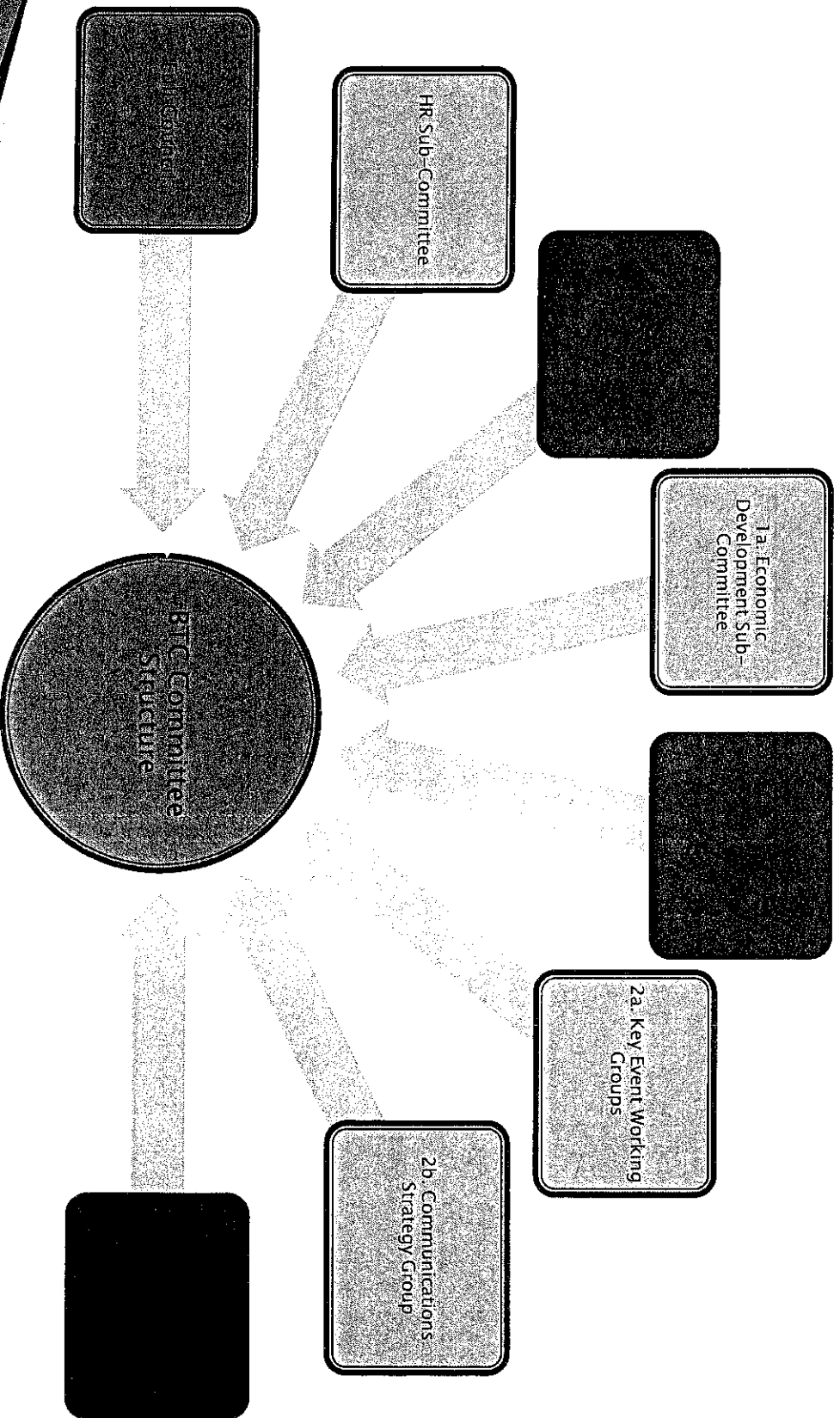


Values

<p style="text-align: center;">Openness</p> <p>We will be as open as possible about all the decisions and actions that are taken. We should give reasons for our decisions and restrict information only when the wider public interest clearly demands it.</p>	<p style="text-align: center;">Objectivity</p> <p>We are accountable for our decisions and actions to the public and in carrying out public business, including making public appointments or awarding contracts, choices will be made on merit and best value'.</p>
<p style="text-align: center;">Engagement</p> <p>We involve and engage with stakeholders in the community and external bodies to build lasting relationships that provide mutual value, fostering an environment of collaboration, support and mutual respect.</p>	<p style="text-align: center;">Honesty & Integrity</p> <p>Integrity underpins every decision and action taken and we will act solely in terms of the public interest. We have a duty to declare any private interests relating to our public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.</p>
<p style="text-align: center;">Respect</p> <p>Councillors and staff have respect for each other and members of the public. That everyone who speaks and raises an opinion is respected as it is their democratic right and that the decisions of the Council are respected</p>	



Strategy



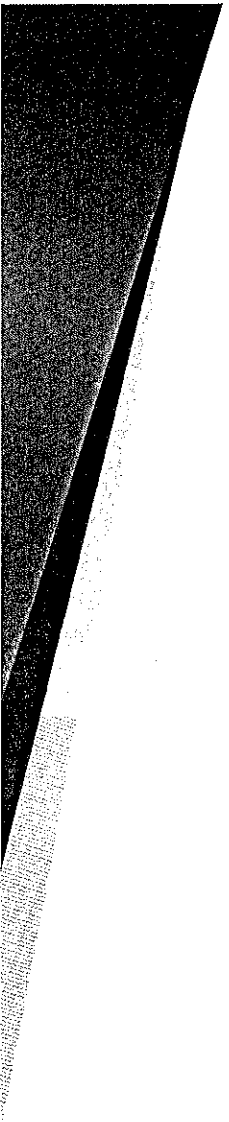
Full Council

*Providing high standard and cost effective services and
overseeing resources and performance*

- ▶ Financial responsibilities – budgets and grants
- ▶ Income management including precept and rate setting (including hire rates)
- ▶ Future Resource Planning
- ▶ Recruitment & Retention of Staff and Councillors
- ▶ Staff and Councillor Training and Development
- ▶ Policy Development
- ▶ Strategic direction of the Council

Sub-Committees

HR Sub-Committee



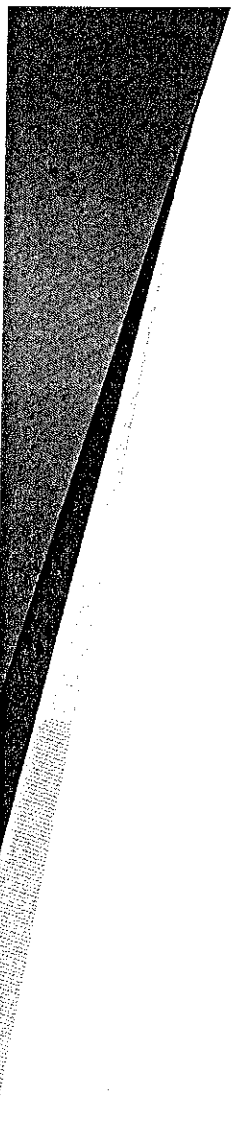
Town Development

*Providing a strong and independent voice for
Buckingham*

- ▶ Long term tactical town planning
- ▶ Economic development
- ▶ Planning application policy
- ▶ Tree application policy
- ▶ Transport links
- ▶ Healthcare provision
- ▶ Education provision

Sub-Committees

Economic Development Sub-Committee



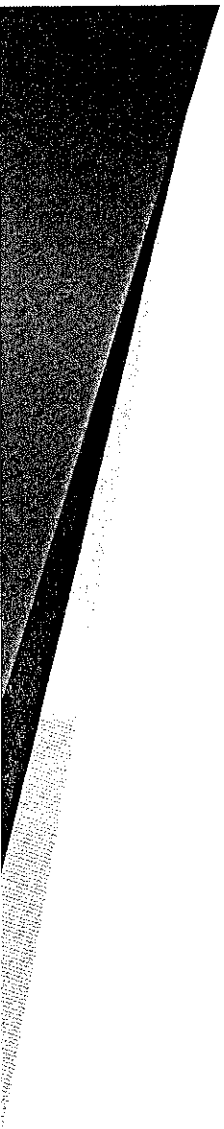
Community & Wellbeing

Promoting community engagement through Entertainment, activities, services and information

- ▶ Events and engagement calendar
- ▶ Street, Flea and Speciality Markets
- ▶ Lace Hill Sports & Community Centre
- ▶ Shopmobility
- ▶ Tourist Information Centre
- ▶ Publicity
- ▶ Social Media

Sub-Committees

- ▶ Communications Strategy Group (CSG)
- ▶ Key Event Working Groups



Estates

Maintaining, improving and expanding green and open spaces (including allotments and cemetery), maintaining council property

- ▶ Cemetery management
- ▶ Building and property maintenance
- ▶ Parks and green spaces management and maintenance
- ▶ Provision and management of Public toilets
- ▶ Devolved services
- ▶ Hanging baskets and Planters in Town Centre



Full Council

Strategic Objectives

Indicators of Progress / Targets

- | | | | |
|-----|--|-----|--|
| 1.1 | Oversee the Financial management of the Council | 1.1 | Reducing the number of recommendations from the Council's Auditors |
| 1.2 | Generate more income for the Council | 1.2 | Increase the amount of non-precept income sources and the amount of revenue income |
| 1.3 | Create a plan for the future of the Council | 1.3 | Create a plan before January 2019 |
| 1.4 | Actively pursue the recruitment of new Councillors | 1.4 | Have 5 new candidates stand for the May 2019 election |
| 1.5 | Encourage whole organisation training | 1.5 | Increase the number of relevant training courses attended to 25 |
| 1.6 | Review annually the policies of the Council | 1.6 | 100% of policies are revised by Council or HR sub-committee |

Town Development

Strategic Objectives		Indicators of Progress / Targets	
2.1	Produce a NDP for the Town	2.1	Work towards the NDP with a plan of adoption in 2021
2.2	Develop a Town Council Economic Policy and Plan	2.2	To have a plan in place by March 2019
2.3	Implement a Planning Policy and monitor	2.3	Agree draft policy and subsequent monitoring and review new policy for May 2019
2.4	Implement tree policy and monitor	2.4	Agree draft policy, monitor and review
2.5	Develop Council policy on Transport routes	2.5	Agree position on strategic infrastructure and discuss traffic problems with BCC
2.6	Push forward on Cycling routes	2.6	Agree work and implementation with BCC
2.7	Work with partners to define BTC role and plan going forward for healthcare	2.7	Meet with partners bring draft plan November 2019
2.8	Work with partners to define BTC role and plan going forward for education	2.8	Meet with partners bring draft plan March 2019

Community & Wellbeing

Strategic Objectives		Indicators of Progress / Targets	
3.1	Implement the LHSCC Management Plan	3.1	Increase number of hirers, and increase variety of activities available
		3.2a	Produce an annual events and engagement plan which is varied and inclusive, and encourages participation for the whole community
3.2	Increase community engagement	3.2b	Launch engagement / survey programmed by Aug-18 to encourage feedback from residents and businesses
		3.3a	Produce & implement plan to publicise all activities by variety of media
		3.3b	Produce a social media policy by Aug-18, and implement annual engagement plan
3.3	Improve publicity, communications and information sharing	3.4a	Increase number of traders on Tuesday and Saturday street markets and Saturday Flea Market and increase variety of goods for sale
		3.4b	Organise and promote calendar of speciality markets
3.4	Expand the Town Markets	3.5	Agree management plan and engagement policy
3.5	Improve service reach of Shopmobility	3.6	Carry out due diligence, agree transfer and subsequent management plan
3.6	Take over Tourist Information Centre		

Estates

Strategic Objectives		Indicators of Progress / Targets
4.1 Cemetery management	4.1a 4.1b	Provide high quality burial provision Plan and implement new Cemetery and allotment site
4.2 Building and property maintenance	4.2	Maintain Town Council property to a high standard
4.3 Parks and green spaces management and maintenance	4.3a	Produce and implement management plans for all Parks
	4.3b	Investigate adopting further green space and play areas
	4.3c	Provide a high quality Grounds maintenance service
	4.3d	Manage roundabout sponsorship and maintenance
	4.3e	Manage and maintain various street furniture in the town.
	4.3f 4.3g	Manage and maintain play area. Institute more community environment groups to add value to parks and green spaces
4.4 Provision and management of Public toilets	4.4	Manage and Maintain public toilet provision
4.5 Devolved services	4.5	Provide devolved services for TFB
4.6 Hanging baskets and Planters in Town Centre	4.6	Provide and maintain Hanging baskets and planters in Town Centre

BUCKINGHAM TOWN COUNCIL

FULL COUNCIL

MONDAY 22nd January 2018

Contact Officer: Mr. C.P. Wayman

Annual Town Meeting – Wednesday 21st March 2018 at 7.30pm in Buckingham Community Centre.

Background

There were 52 attendees at the 2017 Annual Town Meeting (ATM) and 62% of those attendees were either Town Council Members, Officers or invited guests. A number of the residents that attended the event commented said it was disappointing that so few residents had turned out and many suggested altering the format of future Annual Town Meetings.

Information

A review of last year's event was undertaken by the Town Mayor, the Town Clerk and the Committee Clerk and the idea of an Open Space discussion was proposed. This is a simple methodology for organising conference/meeting discussion where the following rules apply:

- Come up with an interesting topic and title for your discussion.
- You don't need to develop these before the conference; most of the ideas will come to you during the event.
- Fill out a schedule Post-It for your topic.
- Place the topic on the schedule/agenda.
- If you see topics that have something in common, consider combining them into a single time slot.
- If a significant number of people want to attend your discussion and another discussion in the same time slot, try to trade into another time slot to ensure maximum dialog and participation.
- Use the 'Law of two feet.' If you feel that you are not contributing or benefiting from a presentation, please feel free to move on to something else.

The following additional points were suggested:

- Retain the existing date of Wednesday 21st March for a Town Meeting in Buckingham Community Centre and advertise the event across social media and in the local newspaper.
- Host a virtual ATM meeting on Cllr. Harvey's 'Buckingham What Matters to You' Facebook page, week beginning Monday 5th March 2018. Residents are invited to post questions or comment under (pre-agreed) discussion topics and Town Councillors and Officers are encouraged to respond where appropriate.

- A summary of the online discussions will be fed into the ATM on the 21st March for suggested topics during the Open Space section of the event.
- Key points from both events are to be summarised and published on our website and linked to Buckingham What Matters to You.

The Town Clerk has reviewed the Local Government Act 1972 and confirmed that the revised format still allows the Council to comply with its statutory duties regarding annual parish meetings.

Recommendation

That Members agree to the suggested outline for the 2018 Annual Town Meeting, note the dates of the two events and suggest initial topics for discussion at the virtual ATM.



Buckingham Community Flood Plan

- **Buckingham Town Council**
 - 01280 816426 – townclerk@buckingham-tc.gov.uk
- **Floodline**
 - 0345 988 1188
 - Quick Dial 312014 and 312014 for latest flood information
- **Incident Hotline**
 - 0800 807060
- **Environment Agency** <https://www.gov.uk/topic/environmental-management/flooding-coastal-change>
- **National Flood Forum** www.floodforum.org.uk

Flood plan co-ordinator: Christopher Wayman
November 2017
Version 1.4

1. Locations at risk of flooding

Flood risk areas

Using previous flood data from 2007 and 1998 the flood risk areas in Buckingham are:

Brackley Road – Beni-mora and Rivergate.	Stratford Road 12-18, Stratford Lodge, Stratford House, Fern Cottage, Wharf House & BP
Bridge Street 12-17	Tingewick Road 1&3
Cecils Yard 1-6	Victoria Row 3-7
Chandos Road 3-22	Well Street 58,58a,59,60, Woolpack, Opportunities Centre, 55 & 56
\$Fishers Field (79 houses)	*Well Street 3 & 19
Nelson Street 4-9 & 22-58	Wharfside Place 1-23
^March Edge (even nos. 10-34)	The Villas 1-5
Norton's Place 1-8	Ford Street 1 & 1a + businesses
Pateman Close 1-5	Hunter Street 1-4
School Lane (1-4 + 7a,b & 8)	Nelson Court 1-33
The Moorings 1-5	Brooks Court 1-20
Old School Court 1-6	West Street – Nursery Bungalow
\$Coopers Wharf 1-22	Glynswood Road 1-15
*Whitehead Way 51 (53?)	Mill House 1-12
*Bath Lane 10 & 11	Barham Lodge 1-7
Bath Lane 1-11, Waterside Cottage, Spa cottage, Salisbury bungalow & Willoby	Bridgewater House 1-8
Salisbury Cottages 1&2	Candleford Court 1-102 (possible flooding and underground car park)
Bostock Court 1-5	Wharf Yard
St. Rumbolds Lance 10,1 & 2	

* – surface water flooding

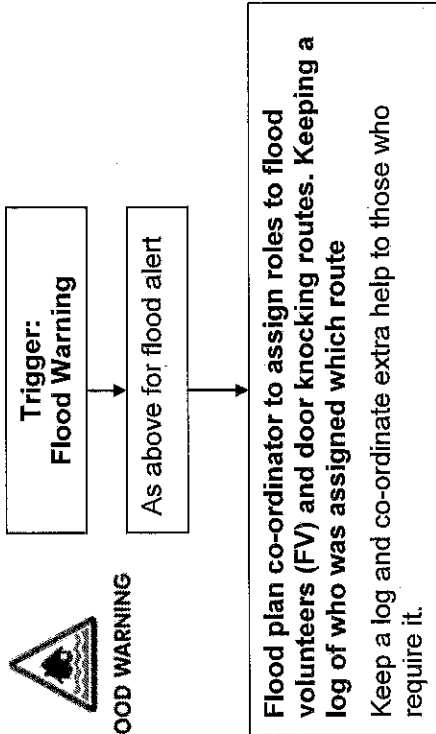
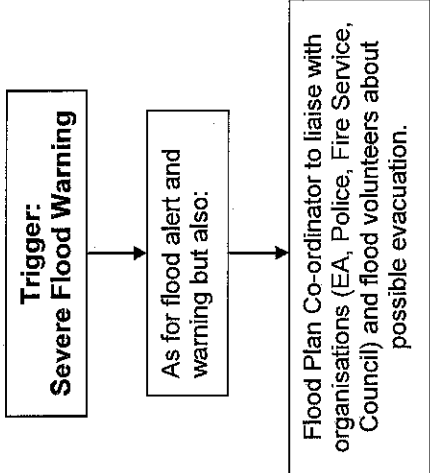
\$ – dwellings that may need to be evacuated as they would be cut off

^ – Experienced sewerage flooding in the area

All other areas – Subject to potential river flooding

Highways Likely to be Flooded (sufficient to cause traffic problems)

- Bourton Road (east end of Badgers Way)
- Brooks Court
- Chandos Court (at park gates)
- Cornwalls Meadow (car park)
- Ford Street (full length)
- Hunter Street (at Lord's Bridge)
- Nelson Street (at Tingewick Road)
- Norton's Place (off Hunter Street)
- School Lane
- Stratford Road (at fuel station)
- Tingewick Road (at Castle Bridge)
- Well Street (at Ford Street)
- Wharfside Place (drive to 6, 8 & 10)
- Wharf Yard



The Flood Plan Co-ordinator has signed up to receive flood warnings from the Environment Agency. When a flood alert, warning or severe flood warning is issued this flood plan will be activated by the Flood Plan Co-ordinator.

On receipt of a flood warning or if the Environment Agency advises a flood warning will be issued shortly the Flood Plan Co-ordinator or deputy will contact and inform all available flood volunteers by phone using the contact details listed in section 5. The Flood Plan Co-ordinator may request that the flood volunteers report to the parish church for a briefing on the current situation and then decide on the action required.

The parish church will then be used as the co-ordination centre and is located outside of the flood risk area.

Further details on the roles of the Flood Plan Co-ordinator and flood volunteers is detailed in [appendix 2](#).

Appendix A

	Nortons Place	1-8	
	Hunter Street	1-8 & 15-19	
	Total	53	
Route	Street	Houses	Volunteers
6	Wharfside Place	1-23 (no 13)	
	March Edge	Even nos. 10-34	
	Total	35	
Route	Street	Houses	Volunteers
7	Cecil's Yard	1-6	
	Stratford Road	Stratford Lodge, Stratford House, Bromley, Elmdale, Fern Cottage Wharf House and flat	
	Wharf Yard	Buildbase, Wharf Motors, Central Tyres	
	Stratford Road	12-18 & BP Garage	
	The Villas	1-5	
	Total	29	
Route	Street	Houses	Volunteers
8	Candleford Court	1-102 (no 13)	
	Total	101	

5. Emergency evacuation procedures

The designated emergency evacuation centre for Buckingham is St Peter's and St Paul's Church.

Emergency evacuation will be handled by the emergency services, which have procedures in place.

Tesco is 24/7 apart from Sundays, and is on the bypass. Supplies can be purchased for the reception centre but must have approval from AVDC via – 07785 705766

Goods Likely to be required

Crockery	General	Breakfast	Lunch or Dinner
Disposable: plates cutlery cups napkins Serviettes	Milk Tea Coffee Sugar Biscuits Squash Cold drinks	Cereals Bread Butter Margarine Marmalade Fruit various	Consider finger buffet from external suppliers. Fruit juice Cakes and pies Fruit

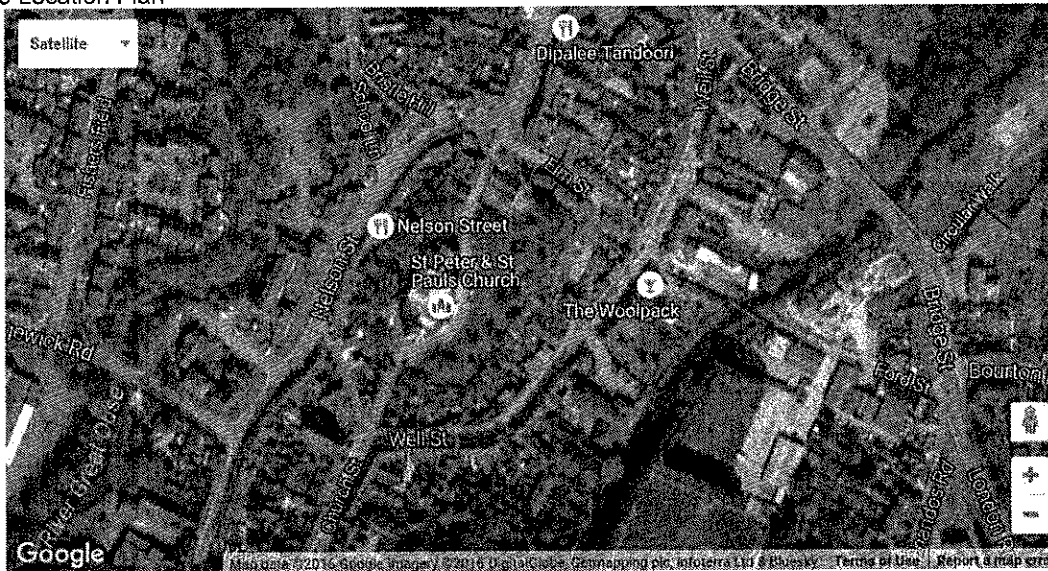
See appendix 5 for location map, facilities and keyholder details at St Peter and St Paul's Church.

7. Map of volunteer distribution
TO BE COMPLETED AFTER we have volunteers

Appendix 2: Co-ordination and Reception Centre Premise

1. Name of Facility: St. Peter & St. Paul's Church		2. Location: Castle Hill, Buckingham, MK18 1BS	
3. Keyholder(s):		4. Owner/Operator Owner: Church of England Daytime contact details: 01280 812509	
5. Capacities: Licensed: No Reception Centre: 60 Full Rest Centre: 0	6. Vehicular Access: No. of Entrances: 1 Car park spaces: 30 Coach/Bus Access: to Castle Street Gates	7. Disabled Access: Good Lift: Chairlift on stairs but access not required	
		8. External Lighting: Street Lighting all around building	

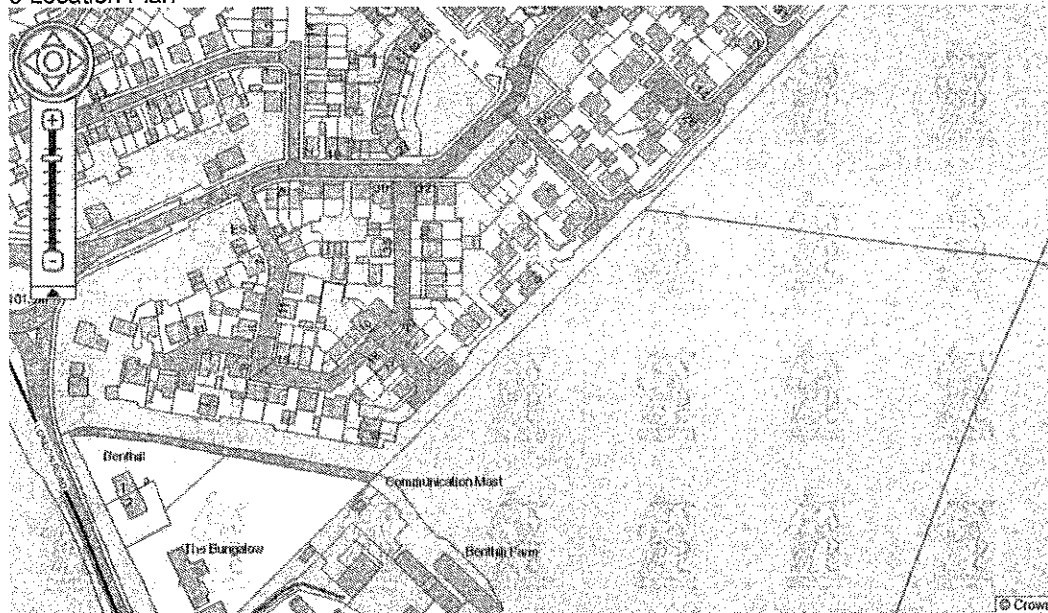
9 Location Plan



Appendix A

1. Name of Facility: Lace Hill Sports & Community Centre		2. Location: Catchpin Street, Buckingham MK18 7RR	
3. Keyholder(s): Sam Hoareau		4. Owner/Operator Owner: Buckingham Town Council Daytime contact details: 01280 812 872/01280 816 426	
5. Capacities: Licensed: No Reception Centre: Full Rest Centre:	6. Vehicular Access: No. of Entrances: 1 Car park spaces: 30 Coach/Bus Access: to Centre	7. Disabled Access: Good Lift: None	
	8. External Lighting: Street Lighting all around building		

9 Location Plan



River Levels at Tingewick Road Bridge

The EA have a level measuring point at Tingewick Road bridge, by Fishers Field. They are able to 'read' an electronic gauge and there is also a gauge board on the river bank immediately upstream of the bridge as in this picture. The numbers are metres above Ordnance datum.

The double digit numbers (in red) represent whole metres at the top of the full width line below the number. The single digits (black) represent 0.1m. Therefore, the bottom step is about 79.5 and the handrail about 80.6.

Normal dry weather flows are around 78.8m as pictured. 81m is about top of bank at this point. If the water is that high it is on the point of overflowing.

If you call the EA Duty Officer or Incident Room they can get the reading and you can compare it with this photo to get an idea of river levels compared to bank top.



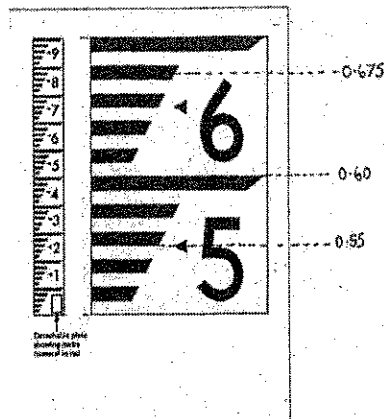
How to read a Gauge Board

The red numbers give whole metres. The black numbers, as right, give the decimal places.

Always take a photo of the gauge board, even if you can't read it.

If there is no gauge board, measure the distance of the water level from the top of the structure and make a mark which can be levelled later. Take a photo of the mark's location.

Don't do anything which will put you at risk or damage property.



Hello, I am I am a community flood volunteer

We are monitoring the area as Flooding is possible.

- **If you have any property level flood protection please put it in place. Do you need help to do so?**

[If Yes advise them that you will contact the base of operations to send a separate volunteer out]

- **If the area is to be evacuated would you require help?**
- **Please move valuables upstairs and move furniture from potential flood area.**
- **It might be best to prepare an emergency flood kit**
- **If safe to do so move cars to higher ground**
- **Suggest to elderly and vulnerable residents to move to safety**
- **Please listen and act on the advice of the emergency services**

If evacuation is required the flood reception centre at St. Peter and St. Paul's church will be opened. Please contact 01280 816426 if you feel you may need to evacuate.

Letter to Buckingham Town Council
enclose copy of Swan Practice Letter,
and the Bucks Carex Letter to the
Swan Practice.

Swan Patients Participation Group and
local councillors (representing the
Population) within the Local Area
Forum to ensure that the health and
social care needs of the whole population
and views of local patients are
considered as part of the decision
making process.

In your meeting recorders have these
councillors asked the whole council
views, may I ask.

The Swan Practice,

Thank you for your response to the petition on health^{care} provision in Buckingham. 1000 people signed the petition, in addition to the signatures collected physically, therefore this issue is clearly of high importance to local residents. These same residents, a significant proportion of those that receive your services stated their support for development of a new health centre at Lace Hill - however they also highlighted their dismay at the proposed closure of surgeries in Buckingham Town Centre. It is deeply worrying that your^{me} response to the petition has not mitigated for these strong feelings, and while we appreciate a change in strategy is required for the provision of healthcare services in Buckingham, the level of consultation for such a large change needs to be more thorough. This letter will go on to explain the oversights in the Swan Practice's service strategy - and the expectation as a result of this letter is a thorough ~~an~~ response at a public meeting, adequate consultation with the impacted parties, and a written response.

Consultation requirements

- You state that "ample car parking will improve accessibility for the majority of our patients"
 - Is there a breakdown of service users with complex

needs that has been undertaken by the surgery, and have local health organisations and action groups been consulted to ensure joined up health services? We have not been consulted, so it is possible that other groups, and local businesses such as chemists may also not have been engaged.

- You state the Swan Practice's strategy would be to allow the "surgery at Steeple Claydon to continue providing services."
 - What cost will this have compared to stopping services at North End Surgery, Masonic House Surgery and Verney Close surgery?
 - Is the Swan Practice's preferred strategy to close Town Centre healthcare services?

- You state there are "good transport links" between Buckingham Town Centre and Lace Hill^a.
 - What are these good transport links?
 - How regular is transport available from town centre to the development, and is what consideration has been made to those in villages who may experience segmented inconvenient travel already?

- You state The Swan Practice may "maintain a town centre presence by utilising space in Verney Close Library".
 - What agreements do you have in place with Bucks County Council on this building, and has your architect confirmed that the building is more or less functional than town centre surgeries already in existence?
 - What will happen to town centre surgeries if a presence of healthcare services is no longer there?
 - Can the Swan Practice ensure that any usage of Verney Close ~~library~~ ^{library} would be a permanent town centre presence?

- You have "consulted with local councillors" who you state have "represented the population".
 - Who are these local councillors?
 - Do you consider speaking to councillors equivalent to engaging in real consultation with residents, action groups and businesses such as chemists that will all be impacted by a loss of healthcare services in Buckingham town centre?
 - What agreements have been made in these meetings with local councillors?

We understand and appreciate the need to review the provision of healthcare services in Buckingham in light of both an aging and growing population. The petition does state support for the proposed facility at Lace Hill - but the surgeries response to the petition has not adequately mitigated for the strong feelings on the need for a town centre healthcare presence in Buckingham.

Members of the Swan Practice provide a fantastic service to the local community, and we dearly hope that such a major change to the provision of healthcare services in Buckingham will involve a much more robust engagement and consultation exercise in order that a decision can be made with genuine co-determination, and result in a strategy for healthcare provision that meets the needs of all in the area. ^{Our wish is for you to} ~~so you can~~ continue to provide an excellent service and we wish to work with you to achieve this.

We look forward to your response.

Yours sincerely,

North Bucks Carers Group



**Aylesbury Vale Clinical Commissioning
Group
Chiltern Clinical Commissioning Group**

Ground Floor
Chiltern District Council
King George V Road
Amersham
HP6 5AW

21st December 2017

Councillor Brian Roberts,
Chair, HASC Select Committee
Buckinghamshire County Council

BY EMAIL

Dear Brian,

Re. Proposed Changes to General Practice Provision in Buckingham

I understand that public questions were submitted to the Health & Adult Social Care Select Committee meeting which took place on Tuesday 28th November, from District Councillor Robin Stuchbury regarding the proposed changes in health provision in Buckingham.

I write today with our response to those questions; for clarity, I have set each question out and answered it as fully as possible. In addition to this response, we will be present at the HASC meeting in January when you expect to review this issue.

"...that the Clinical Commissioning Groups will undertake an Equality Impact Assessment before any changes are agreed or implemented; "

The CCGs' require completion of an Equality Impact Assessment (EIA) for all projects in order to meet their responsibilities to the Public Sector Equality Duty. Over the summer, NHS England issued a [new toolkit for assessing inequalities](#) in primary care [please click on the link to see this document]. When the Buckingham Practice more formally advises us of its intention to change its existing arrangements, we will ensure that an EIA is completed as part of any initial planning.

"...that the Health & Adult Social Care Select Committee will be kept fully briefed on this issue and will have the opportunity to shape and inform the future service provision on behalf of residents."

We seek to reassure the HASC that members will be kept fully informed of all progress on this issue. In the interests of transparency, please find below a link to the NHS England Guidance on Patient and Public Participation in Commissioning Health and Care, as this clearly sets out our responsibilities when the time comes:

<https://www.england.nhs.uk/wp-content/uploads/2017/05/patient-and-public-participation-guidance.pdf>

Furthermore, I attach a copy of the Communications plan from the Swan Practice, to offer assurance regarding the considerable public and patient involvement to date and of the future communications plan. Please note that under Section 7, the Practice describe forming a patient led focus group made up of local leaders, lay people and interested patients. The CCG have agreed to support this, to ensure we develop real and sensible engagement with the future users and interested stakeholders. This is in its early stages, reflecting the early stages of this GP Practice proposal; however we can offer regular updates to HASC on progress. I have already discussed this with Councillor Stutchbury and we have agreed this would be a welcome action.

I hope this helps assure the HASC that we take our responsibilities to our patients and public seriously and have every intention of ensuring this will be an open and transparent process.

Yours sincerely,



Louise Patten
Chief Officer
NHS Aylesbury Vale and NHS Chiltern CCGs



www.theswanpractice.co.uk

North End
High Street
Buckingham
MK18 1NU
Tel: 01280 818600
Fax: 01280 818618

2 Vicarage Lane
Steeple Claydon
Buckingham
MK18 2PR
Tel: 01296 733300
Fax: 01296 733309

Verney Close
Buckingham
MK18 1JP
Tel: 01280 822777
Fax: 01280 823541

Administration office:
Masonic House
High Street
Buckingham
MK18 1NU

2nd January 2018

Reference : Your letter 6th December 2017 – Concerns regarding Lace Hill Development Plans

Thank you for your letter and the accompanying letter from the North Bucks Carers Group. We are very happy to share as much information as we can at this stage, and we hope that we can work together moving forward over the next couple of years.

Naturally we would like to allay any fears and also furnish you with as much information as possible during this phase. In addition we would welcome attendance at our new Focus Group which we intend to form in February; this group will be made up of key stakeholders, patients and interested parties such as yourselves, and will focus on the practicalities of the proposals and how together we can make this work for everyone.

We currently have 30,000 patients registered with The Swan and this number is growing at about 5% each year. We are also mindful of the new developments in and around Buckingham which will add considerably to the patient list. We want to be able to provide a service which is relevant to healthcare now and in the future and our current buildings don't allow this. We have little space, we are turning cupboards into consulting rooms and offices and we cannot extend the clinical team due to a lack of room.

In order to accommodate the population growth, improve on the physical infrastructure and be compliant with the relevant legislation required by regulatory bodies and appropriate acts such as Health and Social Care Act 2008, Equality Act 2010, Mental Capacity Act 2005 and The Care Act 2014, we need to change the way in which we work and modernise the provision. As you will be aware there is little provision for disabled access, Verney Close Surgery has no lift and so the 1st floor is used inefficiently, and the car parking in the surgeries can be difficult. Patients struggle with the physical aspect of the entry at North End and Masonic House can no longer be approved for clinical care, due to the many step / level changes on the ground floor. We have in the past had architectural input to determine if the current buildings can be extended but this was not deemed possible.

The provision of healthcare is currently fragmented and inefficient, causing duplication of staffing needs and equipment and we are unable to respond or adapt to the needs of our population, who we believe, deserve the best healthcare facilities that we can develop. We are working very closely with our neighbouring hospitals and community health care teams, to ensure that this new facility can serve our patients for a variety of medical needs but in the one place, hopefully reducing the need for multiple visits to hospital or other care facilities.

We are aware of the strength of feeling in the town regarding the possible closure of the two clinical sites, North End and Verney Close and we are working with the One Public Estate initiative led by AVDC, in order to secure a provision in the town centre, which could well be at the Library or The Centre. No formal agreement

has yet been made, and this service would be a satellite type of service for those with mobility or transport issues. We have electronic registers of patients with complex needs, frailty and learning or other disabilities and we are very keen to ensure that this service is tailored for use by the patients who need it.

We are aware that any change of service provision demands a consultation, open and transparent planning, and inclusion of all stakeholders. We have been meeting with a number of bodies including the Town Council, Buckinghamshire Health Care Trust, Milton Keynes University Hospital, local councillors and our Clinical Commissioning Group. We do plan to hold further meetings for the public and patients and we will plan these with the Focus Group once created. Local chemists can represent themselves if they wish to, and all will be invited. No formal agreements have been made, except to engage with the One Public Estate recommendations.

You raise the issue of accessibility, and this is something that we believe will be improved in that the car parking will be increased to around 120 spaces (from 40). We intend to work with the local bus services to review the provision once the land is developed. This build will take a minimum of 2 years and so it is a little early for this.

The surgery at Steeple Claydon will remain as it suitably serves the population of Steeple Claydon and the surrounding villages. The town centre surgeries are inadequate, Masonic House is an admin hub, which distances the support staff from the clinicians and is not conducive to integrated working. The 3 sites in the town cannot be maintained alongside a new build, as this is not financially viable. There is a calculation of reimbursement from NHS England regarding the number of square metres per patient which can be allowed and therefore we have to work within this. The large single site will enable efficiencies of scale, and with that allow The Swan to offer more services to the population in collaboration with other health and social care providers.

We are dedicated to not only maintaining the service we provide, but improving upon it. We would be very happy to meet with you, or some members of your group to continue this discussion, and of course for you to be active members of the engagement. We will be discussing the launch of the focus group at the next Patient Participation Meeting, and would be very pleased to have some representation from your group there; it will take place on 20th February 2018 at The Centre at 7.30pm. If you would like to attend please email Debbie Ratu our Business Development Manager deborah.ratu@nhs.net or call in to speak with her.

I hope I have addressed the majority of your concerns, although I know there are a number of issues to be formalised. If you would like to meet please do let Debbie or myself know and we will arrange a time.

Yours sincerely,



Dr George Gavriel
Deputy Executive Partner

**BUCKINGHAM TOWN COUNCIL
FULL COUNCIL
MONDAY 22nd JANUARY 2018**

Contact Officer: Mrs. K. McElligott

MAJOR PLANNING APPLICATION

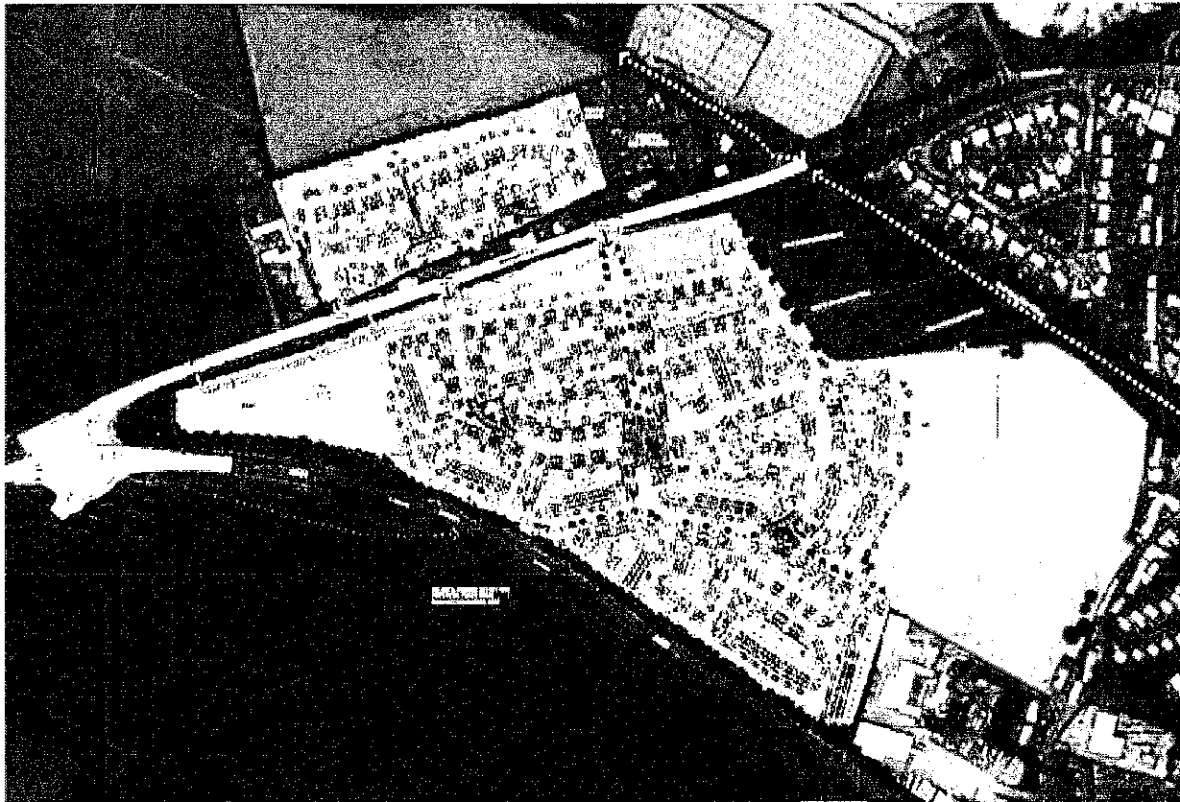
17/04668/ADP Land north of A421 Tingewick Road [*actually Land north of A421 and both sides of Tingewick Road*]

Approval of the details of the external appearance of the buildings, the landscaping of the site, layout and scale for each phase or part of the development together with discharge of conditions 2 (phasing) and 6 (design code)

BDW North Thames

Background

This is the first of the detailed planning applications for 16/01218/AOP - Application for Outline Planning Permission with access to provide up to 400 Residential Dwellings (including Affordable Housing), Open Space including Play Areas and sports and related recreation facilities, Landscaping, New Vehicular and Pedestrian Accesses, Engineering (including Ground Modelling) Works, Infrastructure Works (including Drainage Works and Utilities Provision) and Demolition (including Site Reclamation), Car Parking and Lighting. Permission granted 25/1/17.



The site is on both sides of the Tingewick Road west of the old railway; the smaller part to the north between the allotments and Field House Nursery, and the larger area to the South bounded by Gawcott Road and the bypass. There is one access into the small site ("C") and two to the larger – "A" is the primary access, to the east between the two attenuation ponds, and "B" to the west. Neither forms a crossroads with "C". The yellow dots show the line of an existing Right of Way footpath.

Drawings & documents received

A number of items listed in the Planning Statement have not been supplied, and/or are not available on the website yet (11/1/18). These are noted at appropriate paragraphs.

1. Site Plan; Location Plan; Site Layout with accommodation breakdown in margin

The Site Layout shows two (red starred) Gateway Entrance Features, one each side of entrance A, for which one is referred to the Landscape Plan for further details; there is no mention (not even a map symbol) of these on the Landscape Plan. Doubtless there will be an explanation in the (as yet unsupplied) Design Code.

2. Planning Statement (overview of the application remit)

Includes details of the Outline Plan and conditions, and a list of drawings & documents to be supplied.

3. Phasing Plan

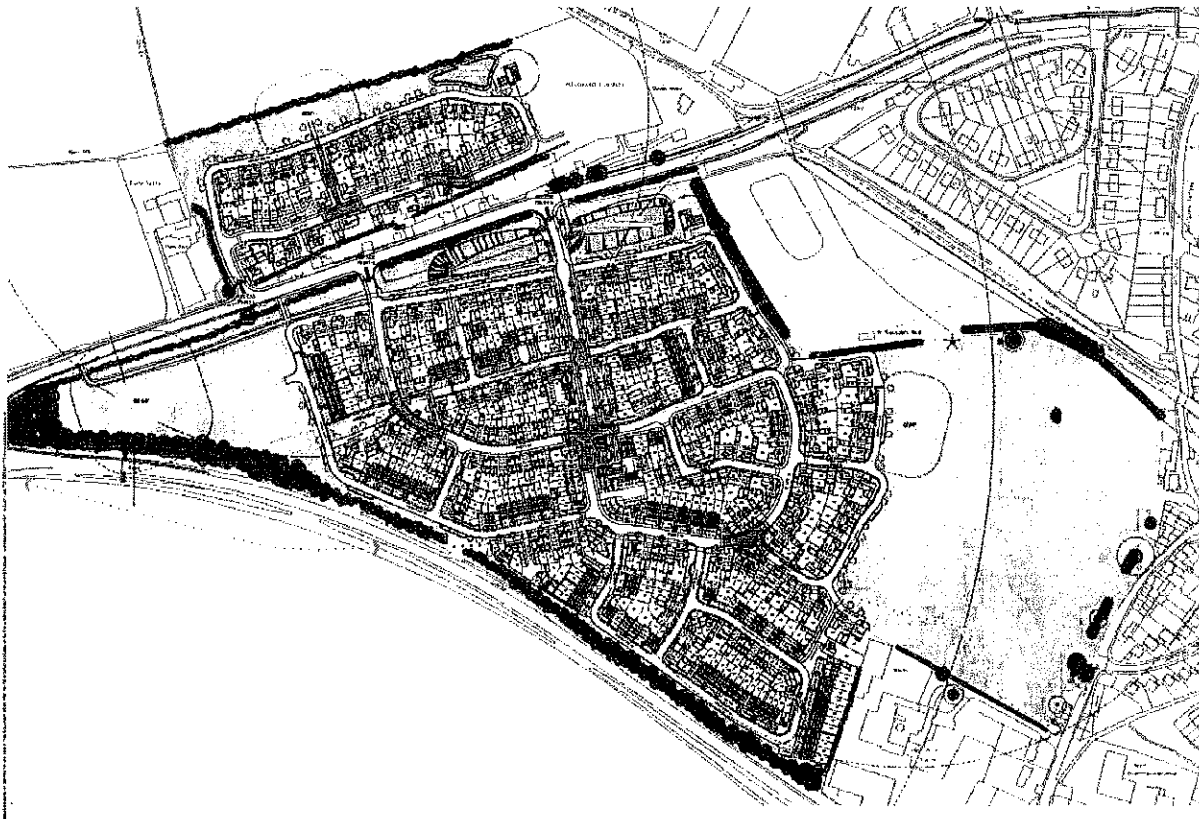
Phase 1 (central area) – Access point “A” – 83 private & 55 affordable homes

Phase 2 (eastern area) – Access via Phase 1 – 90 private & 43 affordable homes

Phase 3 (western area and smaller site) – Access points B & C respectively – 87 private & 42 affordable homes

Total: 260 private & 140 affordable dwellings (note that the Detailed Schedule (13, below) does not entirely agree with these totals).

4. Affordable Housing Plan



As can be seen, there is no Affordable Housing (marked with red dots) in the smaller site, or in any of the areas on the eastern side apart from those adjacent to the works at High Acre

Farm. All the flats in blocks are Affordable, and one adjacent flat over a courtyard entrance; there is one sale two-bedroom flat, over garages in the northwest of the site (Plot 121)..

5. Parking Strategy Plan

Only the private houses have garages; all but 5 of these are 6x3m internal dimensions, with one or two driveway spaces in front of it depending on the house size. Most of the affordable houses do not have garages, and have forecourt parking at right angles to the street (this can't really be called driveway parking as the public footpath separates the house from the parking spaces) or courtyard parking. The 5 smaller garages are a set of three with a flat over, 2 of them 2.7m x 5.5m and one 3.5m x 5.5m, and two car ports both 2.7m x 5.5m with an archway between and a flat over all.

Visitor parking spaces are distributed at intervals in most of the streetside ranks. There is also visitor parking in laybys around the perimeter and a couple of spaces on the Focal Square. Parking for the blocks of flats is in adjacent courtyards.

There are 234 of the large garages and 5 of the smaller
735 'allocated parking spaces' ie driveways and roadside bays
77 visitor spaces
Total 1046. This is over guideline requirements.

6. Building Heights Plan

The two blocks of flats are 3-storey; the rest of the houses on the larger site are randomly distributed 2½- and 2-storey (all the ones facing the Park are 2-storey) and the on the smaller site the rank along the road are 2-storey, and the rank at the rear 1½.

2½- & 1½-storey houses have bedrooms in the roof-space with dormers and/or skylights.

7. Finished Floor Levels and Ridge heights (sheet 1 large site, sheet 2 small site)

8. Street Hierarchy Plan

The main internal road ("The Avenue") runs straight from Access A to the Focal Square at the approximate centre of the large site.

Primary roads link Access B to the Focal Square, and form a loop road to the southeast to and from the Focal Square, and one runs the length of the smaller site parallel to the Tingewick Road.

Secondary streets run off the loop linking into "Green Lanes" and "Private Drives".

There are also several Shared Surface streets, forming an irregular grid pattern overall. The other road on the smaller site (field-side) is a Green Lane, forming a long rectangle. The street layout allows three glimpses of the Church from the bypass.

The existing public footpath has been redirected along a footway along the front of houses and still links up with the existing path down to Gawcott Road opposite Brown's via the Park.

The Design Statement and Design Code have not yet been received, so definitions of, for example, Green Lane is not possible, nor exact widths of various grades of street and whether they have defined footways.

9. Refuse Strategy Plan; Refuse Vehicle Tracking (Area 1 small site, Area 2 large site)

The roads on the small site form a loop and all houses have kerbside collection.

The majority of houses on the large site will have kerbside collection. For those on private drives and other inaccessible areas, collection points are marked with 25m circles (the

distance a binman can be expected to collect from) and 30m (the distance a householder can be expected to deliver to).

A lot of the terrace houses have lengthy private paths to haul their bins along before positioning at the front for collection (the length of the garden, plus the widths of one or more gardens and then the length of house and garden to the street). The alternative would be to take the bin through the house – or leave the bins out at the front permanently.

10. Drainage Strategy (sheet 1 large site, sheet 2 small site); Flood Risk Assessment & Drainage Strategy Compliance Report (Discharge of Conditions 11 & 15)

All Storm Water and Foul Water systems will be built to adoptable standards. Foul Water from the small site will be pumped to the larger site, and thence feed by gravity into the existing sewer in Gawcott Road via the southern edge of the Park.

The attenuation pond on the small site will have a connection via the field to the north to the river, flow at greenfield rates (ie the same as if the field had not been built on).

The attenuation ponds on the larger site will discharge into the existing ditch along the Tingewick Road at greenfield rates, and from there into the river.

Anglian Water has confirmed that the existing foul water network can cope with the additional flows.

The FRA includes an assessment of the Cemetery & Allotments site (15/01242/AOP, as yet undecided). Surface water flooding is considered low risk, and the soil is capable of some infiltration, and the SuDS and attenuation ponds will take care of the excess.

St Rumbold's Well is downhill of the housing site, and is marked on some drawings, but not referenced in the text so far as I could see.

11. Landscape Masterplan

The eastern end of the Park, alongside the Scenic Walk and round to opposite Sandhurst Drive, is to be planted as woodland as part of the ecological strategy.

Otherwise there is the usual ornamental, and 'structural' tree planting, plus evergreen shrubs in frontages and mixed native hedging on boundaries to provide wildlife corridors. No surprises in the species list. There is an area of wildflower planting in the western open space, adjacent to the bypass boundary.

The following documents/drawings are listed but not yet supplied:

Tree Report and Tree Reference Plan

Arboricultural Impact Assessment, Method Statement and Tree Protection Plan

Soft Landscape Proposals, Specification and Management Plan

Hard Landscape Proposals

Detailed Play Area Proposals (3 documents)

12. Open Space Plan

The main area of Public Open Space is the eastern part of the site between St Rumbold's Well, Gawcott Road, High Acre Farm and the new estate (the green area at the right hand side of the plan on p.1) which will have a LEAP adjacent to the houses. It is designated as St. Rumbold's Park.

There is also a large area west of the estate (the green triangular area at the left hand side of the plan on p.1) which is to contain a NEAP at its far (western) end.

There is a broad green strip leading eastwards from this which provides an open view of the church.

Otherwise, on the southern site, there is a broad area along the side of the Tingewick Road (which contains two attenuation ponds and a pumping station) and a narrow strip along the east side joining up with the park, and on the smaller site there is a broad strip at the rear against the existing field which also houses an attenuation pond and a pumping station and a LEAP, with narrow green bands at each side and a small amount along the inside of the existing hedge along the main road.

The Focal Square and some road junctions are shown as paved areas.

13. House plans and elevations; Detailed Schedule of Accommodation

The figures on the side panel of the Site Layout Drawing do not entirely tally with the figures derived from the Detailed Schedule. Figures in the table below are from the Schedule.

Housing types (D=Detached; SD=Semi-detached; ET=end terrace; MT=mid terrace; Mai=maisonette; FOG= flat over garage)

	1 bed (flats)	2 bed house 2 bed flat	3 bed house	4 bed house	5 bed house
Open market (total 258)		8 MAI 1 FOG (total 9)	12 D 87 SD 6 ET 3 MT (total 108)	59 D 47 SD (total 106)	18 D 14 SD 2 ET 1 MT (total 35)
Affordable (total 142 = 35.5%)	18	34 SD 21 ET 16 MT 1 FOG (total 72)	38 SD 7 ET 3 MT (total 48)	4 SD	

The density is 39 dwellings per hectare (Lace Hill is 32.6)

14. Apartment Blocks plans and elevations

Block 1 (plot numbers 100-109) - 3 floors, no lift;

9 x 1 bed flats (1 bed, 1 bath, 1 kitchen/dining/lounge), access via staircase lobby

1 x 2 bed flat over carports (1 bed, 1 bath, 1 kitchen, 1 lounge/diner), separate entrance

Block 2 (plot numbers 300-308) - 3 floors, no lift;

9 x 1 bed flats (1 bed, 1 bath, 1 kitchen/dining/lounge), access via staircase lobby

15. Enclosure details

Plot boundaries: 1.8 high - a) brick; b) vertical close board; c) horizontal larch lap

Open space: a) 1.1m high black metal vertical railings; b) 1.1m high 'Parkland' railings (3 horizontals); c) 0.4m high timber knee rail. Bollards – square timber (to be approved).

16. Materials plan (details to be confirmed with AVDC)

Bricks to be red or orange/red

Roof tiles to be grey, red/brown or red.

Both blocks of flats and some houses are to be rendered; some will have contrasting red brick cills, headers and eaves; some will have stone cills; some will have tile hanging (to match roof tiles) on the first floor.

Doors and garage doors will be grey or black.

Windows will be white.

Rainwater goods will be black.

17. "Street scenes" – 2 sheets, 2 aspects per sheet

Other documents not supplied –

18. Statement of Community Involvement (not on website)

19. Ecological Management Plan - downloaded from website

Contains chapters on

General Maintenance & Maintenance schedule

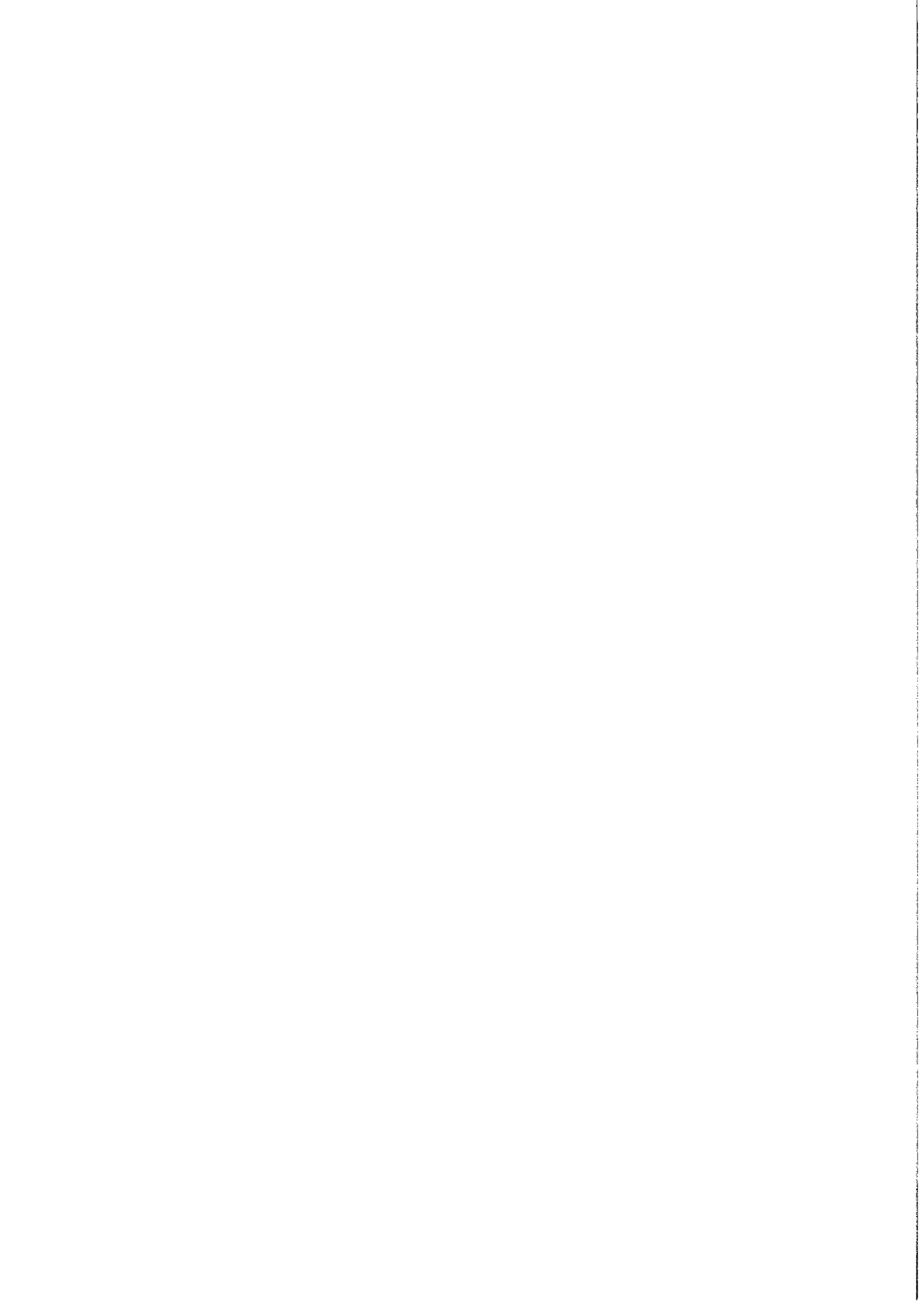
Retention and enhancement of existing habitats, and new habitat creation

Protected species

Monitoring

KM

January 2018



DESTINATION BUCKINGHAM GROUP



NOTE OF MEETING HELD ON 28 NOVEMBER 2017

Attendees: Roger Edwards (RE) Margaret Gateley (MG) Jon Harvey (JH)
 Mary Simons (MaS) Mike Smith (MS) John Riches (JR)
 Chris Wayman (CW)

Apologies: Henry Cooper (HC) Elliot Wallis (EW)

ITEM	DISCUSSION	ACTION BY
1	Apologies and Introductions	
1.1	The Apologies for Absence were noted.	
2	Note of 24 October meeting	
2.1	The revised draft Note was approved.	
3	Financial Position	
3.1	MS reported that the balance of funds remained at £10,596.57 including £10,000.00 earmarked for directional signage, and £1,220.00 for specific future events.	
3.2	Of this £1,220.00, invoices were still awaited for the Fair Trade banner (revised cost unlikely to exceed £200.00) and the balance of Trader "Big Event" (Christmas) publicity (thought to be less than £50.00). Given that Directional Signage (see 4 below) was at a lower cost than that anticipated for the totems, a disposable balance well in excess of at least c£3,000.00 could be anticipated once the feasibility and cost of an additional finger post had been explored.	
4	Town Centre Enhancement	
4.1	Directional signage – CW reported that VAT-exclusive costs of £1,008.00 had been quoted for five replacement arms for the existing finger-posts, needed to reflect changes in the town's facilities.	
4.2	Given that these costs were considerably more modest than previously anticipated, it was agreed to proceed but also to investigate (subject to there being room for them) additional arms showing the University, Shopmobility, and Mouveaux (our Twin Town, the sign for which could perhaps be in a different colour).	CW
4.3	It was also agreed to explore whether or not "The Hidden Quarter" might be added, possibly also on an additional finger post adjacent to the Old Town Hall (subject to BCC etc consent), together with a further sign on the façade of Chapman's frontage at the corner of Well Street.	CW
5	Widening Buckingham's Links	
5.1	Silverstone – nothing further to report.	
5.2	Stowe – nothing further to report.	
5.4	Hotel etc Leaflets – nothing further to report, although HC had said that he would look into this in the New Year.	HC

6	ShopBuckingham Report	
6.1	Christmas "Big Event" – MaS regretted that many fewer traders who had expressed interest had actually provided stalls, and suggested that for any future similar event it may be preferable to have all stalls (including food stalls) in the Cattle Pens rather than spread throughout the town. She said that some shop owners felt in a "Catch-22" situation, where their efforts were not rewarded with additional footfall, but a low-key event was hardly likely to encourage people to turn out. She also felt that it may have been better to separate the Traders' event from the Town Council Christmas Lights switch-on (accepting that the Town Council were equally disappointed in the Traders' event); and advertising might have been more effective. She also regretted that the children's entertainment simply hadn't turned-up, and few shops had remained open.	
6.2	Given that the Town Council had been criticised on the page for a poor Trader event, MaS agreed to draft an "apology" for inclusion on the <i>Buckingham – What Matter to You</i> FaceBook page, via JH.	MaS
6.3	Future Trader Activities - It was agreed that more Trader involvement was needed in future events, and more of them needed to become more pro-active in promoting events. JH said that, as Mayor, he would be more than happy to "front" a Traders' Reception, part-funded by <i>DBG</i> .	
6.4	Given the poor take-up of Traders' promotional matters via their website, MaS was planning to establish an organising committee in the New Year, to jointly organise any future events.	MaS
7	Trader of the Year	
7.1	RE said that over 1,200 nominations had been completed. He was grateful to the Town Council for allowing the presentations to be made at the Christmas Lights switch-on, and all present deemed the event a great success.	
7.2	The most nominated trader had been <i>Leeders Hardware</i> (runner-up <i>Pasha</i>); the most nominated café/restaurant had been <i>Meadow Tearooms</i> (runner-up <i>Bee's Kitchen</i>); and <i>Isla Jane Bakery</i> was the most-nominated market stall.	
7.3	For the future, and assuming that future events also took place at the Christmas Lights switch-on (as was hoped by all present), it was agreed that the Chairman of Buckingham Society be invited to give a short address at the presentations.	
7.4	It was also suggested that nomination forms for future years include provision for finding out more about the Buckingham Society.	RE
8	OTHER IDEAS TO PROMOTE BUCKINGHAM	
8.1	Social media - CW said that the <i>Thoroughly Modern Traditional Buckingham</i> FaceBook page had been revived, with him and MS as administrators, to further promote events and activities.	
8.2	Choir Festival – given the number of local choirs, RE suggested a Choir Festival and agreed to explore potential interest.	RE
8.3	Civic Day 2018 – this would be on 23 June and, given the number off local musicians, RE suggested a busking event. JH reminded the meeting that Buskingham was now "on the buskers' map". Consideration would be given to this at future meetings.	ALL
8.4	Buckingham Literary Festival – to be held on 14-17 June 2018. Given the growing success of the event, it was agreed to offer sponsorship of £2,000.00 and suggest that it be deployed on a speaker or activity that showcased the town.	MS

8.5	Buckingham Dementia Action Alliance – given that Buckingham was now a Dementia-Friendly town, it was agreed to offer £200.00 towards room hire for their May 2018 event.	MS
9	Other Outstanding Actions	
9.1	Time precluded follow-up of remaining Actions, which for ease of reference are summarised below:	
9.2	Extending Christmas Tree brackets and/or lights along Bridge Street into Well Street – MaS to approach landlords about extending Christmas tree brackets and/or lights along Bridge Street into Well Street.	MaS
9.3	Bunting – CW to expedite landlord consents for bunting supporting wires and fixings on Old Gaol and shops adjacent to the Bull Ring.	CW
9.4	Railings outside Sorting Office – Town Council to repainting as soon as possible.	CW
9.5	Steps between market area and Old Gaol paved area – RE to expedite response from AVDC.	RE
9.6	Lamp Post banner near Bletchley roundabout – Town Council to repair or remove damaged lamp post banners at the Bletchley Road and Stratford Road roundabouts.	CW
9.7	Fair Trade Banner – expedite production and invoicing.	MG
10	Next Meeting	
10.1	It was agreed to meet again from 1200 hrs on Tuesday 9 January 2018 , in the Town Council Chamber.	ALL

