

Minutes of a meeting of the Full Council of Buckingham Town Council held on **Tuesday 8th May 2018** in the Council Chamber, Cornwalls Meadow, Buckingham at 7:00pm.

Present:

Cllr. Mrs. G. Collins	
Cllr. P. Collins	
Cllr. Mrs. M. Gateley	
Cllr. J. Harvey	Mayor
Cllr. P. Hirons	
Cllr. D. Isham	
Cllr. A. Mahi	
Cllr. Ms. R. Newell	
Cllr. L. O'Donoghue	
Cllr. M. Smith	
Cllr. Mrs. C. Strain-Clark	
Cllr. R. Stuchbury	

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

In accordance with Standing Order 3.f the meeting was preceded by a public session.

PUBLIC SESSION

Professor. Susan Edwards, University of Buckingham

Ms. Edwards introduced herself to Members and explained she was newly appointed to the role of Director of External Relations at the University of Buckingham and as such she wanted to foster a close and effective working relationship with the Town Council. Professor Edwards encouraged Members to email her direct regarding any issues pertaining to the University and town. Members thanked Professor Edwards for coming to speak.

Members stood in silence for one minute to mark the passing of Mrs. Claire Stuchbury, wife of Cllr. R. Stuchbury and a former Mayoress.

08/18 Apologies for Absence

Members received and accepted apologies from Cllrs. Bloomfield, Try, Mordue, Cole, Bates, County Councillor Whyte and District Councillor T. Mills.

09/18 Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4. There were no declarations of interest.

10/18 Friend of Buckingham Presentation

The title of Friend of Buckingham was awarded to Mr. J. Barnett in recognition of his work as Chair of the Board of Trustees of the Buckingham Youth Club and as Chair of the management committee. The Mayor presented Mr Barnett with a silver salver in recognition of his award. Cllr. Strain-Clark gave the following speech: *I've known John Barnett and his unswerving devotion to Buckingham's youth for over 20 years.*

John Barnett became a Buckingham Town Councillor in 2003.

I remember John as being a great team player, but one who was never afraid to take the lead on issues he was concerned about.

The Buckingham Community Plan had been initiated the previous year. As a member of the Steering Committee John quickly took on a leading role in its development including the appointment of its first project manager.

John appreciated and understood the problems that young people faced in Buckingham. The Chandos Road cinema was long closed so they couldn't even get to see a film unless they had their own transport. Soon he was involved in the successful funding application which in time led to the set-up of the Filmplace.

It was the council's loss in 2007 but the town's gain when John decided to devote his energies to the Buckingham Community Plan and also to Buckingham Youth Centre, where John is now both Chair of the Board of Trustees and Chair of the Management Committee.

But the person who knows far more about this than I do is Councillor Lisa O'Donoghue. Cllr O'Donoghue made the following speech:

"Sometime after moving to Buckingham in 2003 I was asked to get involved with the Buckingham Plan which is where I was first introduced to John, I could see he was passionate about this town and that made this newcomer glad to be a part of it, we met again when I joined the Youth Club Management Committee possibly around 2007.

The role of the Management Committee at that time was very different to how it is now; Buckinghamshire County Council ran and managed the youth clubs and staff, but when they pulled out sometime before 2011 it was clear the Management Committee were not going to disband, as had happened elsewhere, instead emergency meetings were called, action plans were drawn up, agreements were made and a business plan was written, this was to include taking over the management of the building, staff and all of the clubs. John, in his role as Chairman was committed to making sure this invaluable resource for our town did not disappear, he quickly became one of three trustees and Director of Buckingham Youth Clubs Ltd, shortly thereafter Charity status was granted.

John's involvement has taken up even more of his time when over a year ago one role was split into two jobs; Youth Club Leader and separate Buildings Manager. This transition had to be carefully managed and John continues to have weekly meetings in his own time showing this is an ongoing process that he probably didn't dream he was signing up for. I'm happy to say the building hasn't fallen, the young people are thriving, the clubs still running, staff are all happy and no-one has been sacked, which I think says it all.

Therefore I am more than happy to second Cllr. Stuchbury's nomination for John Barnett to be a very good friend of Buckingham."

Members AGREED to take agenda item 21 (Ponio – Town and Gown Partnership) next for the benefit of Professor. Edwards.

11/18 Pontio – Town & Gown Partnership

To consider the report by the Town Mayor on establishing a joint arrangement with the University and agree to the recommendations therein.

Proposed by Cllr. Harvey, seconded by Cllr. Smith and unanimously **AGREED** the report recommendation. **ACTION TOWN MAYOR**

Proposed by Cllr. Mahi, seconded by Cllr. Harvey and unanimously **AGREED** for Cllr, Smith to be involved in the Pontio group for the year beginning May 2018.

12/18 Minutes

To receive the minutes and confirm the recommendations therein of the Full Council Meeting held on Monday 12th March 2018.

AGREED

13/18 Interim Minutes

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 9th April 2018.

AGREED

14/18 Planning Committee

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

- Monday 19th March 2018

Proposed by Cllr. Harvey and seconded by Cllr. O'Donoghue and **RECOMMENDED** to Full Council that the Town Council request that option B is chosen as the preferable route for the East West Express way. **AGREED**

Proposed by Cllr. Stuchbury, seconded by Cllr. O'Donoghue and **RECOMMENDED** to Full Council that Planning Committee stays in place with the creation of an Economic Development Subcommittee. **AGREED**

- Monday 9th April 2018 **AGREED**

15/18 Town Centre and Events Committee

To receive the minutes and confirm the recommendations therein of the Town Centre and Events Committee meetings held on Monday 26th March 2018 **AGREED**

16/18 Environment Committee

To receive the minutes and confirm the recommendations therein of the Environment Committee meeting held on Thursday 5th April 2018 **AGREED**

17/18 Resources Committee

To receive the minutes and confirm the recommendations therein of the Resources Committee meeting held on Monday 16th April 2018.

It was **AGREED** to amend minute 944/17 to delete 'in principle' from Cllr. Stuchbury's amendment to Cllr. P. Collins' motion.

It was **AGREED** to amend minute 946/17 to delete 'expressed concern' from the second paragraph.

It was **AGREED** to amend minute 946/17 to delete 'Following questioning from Cllr. O'Donoghue' and insert '*can we then ask the Clerk to confirm if the companies selected are independent from any Officers or Councillors*'

Proposed by Cllr. Smith, seconded by Cllr. Isham and **RECOMMENDED** to Full Council not to include draft minutes on the website; CSG are of the view that only ratified minutes are uploaded.

AGREED

The Mayor reminded Members that Buckingham Town Council had achieved the Quality Gold Award for Local Councils and one of the prerequisites for the award is to publish on the Council's website draft minutes of all council and committee meetings within four weeks

Cllr. G. Collins suggested adding an additional 'Header' to draft minutes stating that all draft minutes were subject to ratification at the next meeting of Full Council.

An amendment to the recommendation was Proposed by Cllr. Stuchbury and seconded by Cllr. Smith to remit the recommendation back to the Resources Committee asking for a report from the Town Clerk on the implications to the Council's Quality Gold Award.

ACTION TOWN CLERK

A vote was taken and the results were:

In Favour: 10

Against: 1

Abstentions: 1

The amended motion becomes to substantive motion and a further vote was taken.

Substantive motion

In Favour: 11

Against: 1

Abstentions: 0

The Substantive Motion was carried.

Proposed by Cllr. Newell, seconded by Cllr. Harvey and unanimously **AGREED** to **RECOMMEND** the following motion to Full Council: As an equal opportunity employer and taking into account the work life balance of both Town Council employees and councillors, this Council proposes that for 2019 meeting dates we do not meet in the weeks of bank holiday Mondays, and that we avoid meeting in August, unless there is the need for an urgent planning meeting, and that the meeting schedule is drawn up accordingly.

Members unanimously **AGREED** the Recommendation

18/18 To receive and question reports from District and County Councillors

Cllr Stuchbury was in discussions with the Management Committee and Developers at Lace Hill over the roads and play areas on the estate.

The Town Clerk reported that construction on the Cotton End Steps was due to start on the 21/5/18 and should be completed within three weeks.

The Mayor recorded thanks to the Town Clerk and Cllr. Stuchbury for their dedication in pursuing the reinstatement of the slope.

19/18 Action List

8th May 2018

Ratified 25th June 2018

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EQUALITIES ACT 2010/CRIME AND DISORDER ACT, 1988: the decisions made during the course of the meeting were duly considered and it was decided that there were no resulting direct or indirect implications in respect of crime and disorder, racial equality or diversity.

Initial.....

284/17 (Bylaw for posters) – Members **AGREED** for the Town Clerk to extend the timeframe to three weeks following the date advertised and to prepare a report for the next TC&E meeting. **ACTION TOWN CLERK**

841/15 (Mayor Admin Support) – Cllr. Harvey explained that the Planning Clerk and Administration Officer have been providing, ad hoc, administrative support to the role of Town Mayor and asked the Town Clerk to prepare a report for the next Resources Committee meeting reviewing options for the future

Cllr. Harvey explained that the Planning Clerk and Administration Officer have been providing, ad hoc, administrative support to the role of Town Mayor and asked the Town Clerk to prepare a report for the next Resources Committee meeting reviewing whether the role could be formalised.

20/18 Motion - Cllr Stuchbury

I request Members receive my written questions to the Health and Adult Social Care Select Committee and support the following motion:

Historically, Buckingham Town Council has supported Buckingham's Community Hospital which provides care for patients following treatment or surgery. The hospital is a vital resource to our community, particularly for elderly patients who may need rehabilitation before being able to look after themselves at home. I seek Members' agreement to issue a statement of support advocating the current use of our Community Hospital and defending the loss of any hospital beds.

Background information from the Special Meeting of [The Health and Adult Social Care Select Committee Tuesday 24th April 2018](#)

An amendment to the motion was proposed by Cllr. Harvey, seconded by Cllr. O'Donoghue and unanimously **AGREED** to read: 'Historically, Buckingham Town Council has supported Buckingham's Community Hospital which provides care for patients following treatment or surgery. The hospital is a vital resources to our community, particularly for elderly patients who may need rehabilitation before being able to look after themselves at home. I seek Members' agreement to issue a statement of support advocating the current use of our Community Hospital and defending the loss of any hospital beds; and should absolutely continue to meet the evidence based and full consultation based healthcare needs of Buckingham and surrounds.

Members unanimously **AGREED** for Cllr. G. Collins to attend the next HASC meeting on the 22nd May 2018 and for Cllrs. G. Collins, Stuchbury and the Town Clerk to liaise on an appropriate question to be presented at the meeting.

21/18 Motion - Cllr. R. Stuchbury

Members agree to revisit and reinvigorate discussions with the District Council over the transfer of assets from AVDC *and County Council*

An amendment to the motion was proposed by Cllr. Smith, seconded by Cllr. Isham and unanimously **AGREED** to read 'Members agree to revisit and reinvigorate discussions with the District Council over the transfer of assets from AVDC *and County Council*'

Motion carried

ACTION TOWN CLERK

22/18 To review, amend or confirm the Standing Orders and Financial Regulations

Financial Control and Procurement 18.d - Proposed by Cllr P Collins, seconded by Cllr.

O'Donoghue and unanimously **AGREED** to remit section 18.d to the Resources Committee to agree a form of words

ACTION RESOURCES COMMITTEE

Page 4 3.L & M – Delete 'oral' and replace with 'audible'

Page 5 3.V – Insert 'or committee'

Page 9 8.a – Insert 'Councillors will vote by a show of hands'.

Members **AGREED** the amended version of Buckingham Town Council's Standing Orders.
ACTION TOWN CLERK

23/18 To review, amend or confirm the delegation arrangements to committees, sub-committees, employees and other local authorities.
AGREED

24/18 To review, amend or confirm the terms of references for committees.

24.1/18 Environment

AGREED

24.2/18 Resources

Personnel 10.2 – Delete 'discipline and'.

Finance 10.4 – Insert 'as determined by committee'.

Personnel 10.14 – insert 'Officer and Member training and development'

24.3/18 Planning

12.9 – insert 'Economic Development of the town'

24.4/18 Town Centre & Events

Areas of operation – insert 'and other events'

25/18 Receipt of nominations to existing committees.

To receive and confirm nominations to existing committee for 2018/19

Cllrs .Try and Mordue to forward their choice of committee to the Committee Clerk.

ACTION CLLRS MORDUE & TRY

26/18 Appointment of Data Protection Officer

To receive a written report from the Town Clerk

Proposed by Cllr. P. Collins, seconded by Cllr. Stuchbury and unanimously **AGREED**

to appoint company 1 to produce the documents but to appoint someone internally to be the Data Protection Officer.
ACTION TOWN CLERK

27/18 Children's Residential Care Home

To receive and note correspondence from County Councillor Whyte

Noted

28/18 Major Planning Application – 17/04668/ADP Land north of A421 Tingewick Road

To receive and note minutes on a meeting held at Buckingham Town Council Chamber at 10.30am on Wednesday 18th April 2018.

Noted. The Town Clerk report that BDW had agreed to look at constructing an arm from the Tingewick Road roundabout to serve the new cemetery.

**29/18 Improving the effectiveness and efficiency of the Council
AGREED**

30/18 Annual Town Meeting Feedback Report

To receive a written report from the Committee Clerk
Members discussed and **AGREED** the report recommendations and for the comments from the Virtual ATM to be referred to the Economic Development Subcommittee for investigation. **ACTION TOWN CLERK**

31/18 Reports from Representatives on Outside Bodies

Members are asked to note the reports listed below:
Minutes and Financial Statement for Buckingham & Gawcott Charitable Trust
15/03/2017
Noted

32/18 Mayoral Engagements

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

Functions the Mayor has attended:

Wed 14 Mar NSPCC Workshop at Buckingham Primary School
Fri 16 Mar University graduation ceremonies
Sat 17 Mar University graduation ceremonies
Sun 18 Mar Mental well being walk
Tue 20 Mar Meeting the Head of Buckingham Primary School
Wed 21 Mar Annual Town Meeting
Thu 22 Mar Presentation of Mobility Scooter to Green Dragon Eco Farm
Sat 24 Mar Easter Crafternoon at Lace Hill Community Centre
Sat 24 Mar Mayor's Charity Ball
Wed 4 Apr Buckingham Dementia Action Alliance - event planning
Wed 4 April Football Forum
Fri 6 Apr General Charities Governance Committee
Fri 6 April Carers Trust meeting
Fri 6 April 2018 Abbot Fire Group
Tue 10 Apr Buckingham Destination Group
Wed 11 Apr 2018 Launch of a research partnership between University & Ten-D Innovations
Sat 14 Apr Lunch at the Buckingham Rugby Union Football Club
Mon 16 Apr BACAB Meeting
Wed 18 Apr Commonwealth lunch at University Students Union
Thu 19 Apr B&MKALC Conference - Respect, Trust and Better Working Relationships
Fri 20 Apr National Trust reception at Stowe
Sat 21 Apr University of Buckingham International Forum
Thu 26 Apr BCC Annual Reception at RAF Halton
Fri 27 Apr UoB & MK Dons - Buckingham Big Day Business Reception
Sat 28 Apr MK Dons Big Day
Sun 29 Apr Civic Service
Tue 1 May Day celebrations
Fri 4 May Annual Mayor Making
Noted

Functions the Deputy Mayor has attended:

March 16 Milton Keynes Mayor's Reception, MK Stadium
Mar 21 Annual Town Meeting
March 24 Mayor's Charity Ball

April 12 Bucks CC Unitary Presentation
April 18 AVDC Unitary Presentation
April 20 National Trust Community Reception, Stowe
April 26 University of Buckingham Tour
Noted

33/18 Chair's Announcements

The Mayor announced that, following 10 years service to the Town Council, Mr Chris Wayman would be leaving the position at the end of July 2018 following the completion of a 3 month notice period. Cllr. Harvey congratulated the Town Clerk on his new role and thanked him personally for his years of dedication and service.

34/18 Date of the next meeting: Interim Council – Monday 4th June 2018
Full Council – Monday 25th June 2018

Meeting closed at: 21.11

Signed Date

Town Mayor