



BUCKINGHAM TOWN COUNCIL

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Town Clerk: Mr C. P. Wayman

Tuesday, 19 June 2018

Councillors,

You are summoned to a meeting of the Full Council of Buckingham Town Council to be held on **Monday 25th June 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:

- Friday 4th May 2018 Copy previously circulated BTC/01/18
- Tuesday 8th May 2018. Copy previously circulated BTC/02/18
- Monday 21st May 2018 Copy previously circulated BTC/03/18
- Monday 11th June 2018 Copy previously circulated BTC/04/18

4. Interim Minutes

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 4th June 2018 Copy previously circulated IM/01/18

5. Planning Committee

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

- Monday 30th April 2018 Copy previously circulated PL/16/17
- Monday 14th May 2018 Copy previously circulated PI/01/18
- Monday 4th June 2018 Copy previously circulated PL/02/18

6. 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 21st May 2018. Copy previously circulated TCE/01/18



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.

7. Environment Committee

To receive the minutes and confirm the recommendations therein of the Environment Committee meeting held on Tuesday 29th May 2018. Copy previously circulated E/01/18

8. Resources Committee

To receive the minutes and confirm the recommendations therein of the Resources Committee meeting held on Monday 11th June 2018. Copy previously circulated R/01/18

Members RECOMMEND the following motion from Cllr Harvey for agreement by Full Council and RECOMMEND that Councillor consider attending any appropriate courses from the following list:

Event	Date
CiLCA Portfolio of Evidence 2018	28/06/2018 10:00
Finance Training for Councillors	04/07/2018 18:00
Councillor Induction Training	12/07/2018 18:30
Budget Setting for Town and Parish Councils	13/09/2018 10:00
GDPR for Town and Parish Councils and Councillors	25/09/2018 18:30
CiLCA Portfolio of Evidence 2018	27/09/2018 10:00
Agenda & Minutes for Town and Parish Councils	23/10/2018 10:00
Risk Management for Town and Parish Councils	23/10/2018 13:30
CiLCA Portfolio of Evidence 2018	25/10/2018 10:00
B&MKALC 2018 - Annual General Meeting	09/11/2018 18:30
CiLCA Portfolio of Evidence 2018	22/11/2018 10:00
General Data Protection Training for Town and Parish Councils	23/11/2018 10:00
Bespoke Course On Councillor Training	
Bespoke Course On Chairmanship Skills	
Bespoke Course On GDPR.	

9. Staffing Committee

To receive the minutes and confirm the recommendations therein of the Staffing Committee meeting held on Monday 11th June 2018. Copy previously circulated S/01/18

10. Motion – Cllr. Stuchbury

To increase the level of priority, as a matter of urgency, allocated to Church Street steps within Environment Committee's Action List.

11. Motion – Cllr. Stuchbury

To introduce written questions into Buckingham Town Council's Democratic process.

12. Premises License BP – Letter from Resident

Appendix A

To receive a letter from a local resident and agree what action should be undertaken

13. To receive and question reports from District and County Councillors

14. Economic Development Sub-Committee

To discuss and agree Membership of The Economic Development Sub-Committee.

15. Representative Buckingham Dementia Action Alliance

To agree a representative from the Town Council to Buckingham Dementia Action Alliance.

16. Action List

To note the action list and to receive any update on the actions

17. Reports from Representatives on Outside Bodies

Members are asked to note the reports listed below:

Access For All minutes 9th April 2018

Destination Buckingham note of final meeting 15th May 2018

Appendix B

Appendix C

18. Mayoral Engagements

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

Functions the Mayor has attended:

Sat 12 May 2018 Brackley Mayor Making

Sun 13 May 2018 Girlguiding Buckinghamshire's Banner Service

Mon 14 May 2018 University Mental Health week event

Mon 14 May 2018 Bicester Mayor Making

Tue 15 May 2018 Buckingham Dementia Action Alliance - Information event

Tue 15 May 2018 Book Launch: Anthony Seldon & Oladimeji Abidoye

Wed 16 May 2018 University Mental Health Week event

Wed 16 May 2018 BDAA Open Meeting

Thu 17 May 2018 Connie's Colander' by Gaye Poole (BDAA event)

Fri 18 May 2018 BACAB Business meeting

Fri 18 May 2018 Aylesbury Mayor making

Sat 19 May 2018 Royal Wedding Party at Lace Hill

Sat 19 May 2018 Football Fundraiser at Lace Hill

Sun 20 May 2018 Buckingham Half Marathon

Sun 20 May 2018 RAF Halton Freedom Parade in Aylesbury

Sun 20 May 2018 BAFA exhibition at the Woolpack

Wed 23 May 2018 RAF Halton Annual Reception

Thu 24 May 2018 UoB Law Clinic visit

Thur 24 May 2018 Bourton Meadow Rainbow Run

Thu 24 May 2018 Buckingham Traders meeting

Fri 25 May 2018 International Inspiration Day (Rotary Club of Buckingham/The Buckingham School)

Sun 27 May 2018 Music in the Market

Wed 30 May 2018 Coding Club launch at Bourton Meadow School

Thu 31 May 2018 Leaders Symposium: UoB & Students' Union

Wed 6 Jun 2018 Meeting with Ruth Farwell, High Sheriff

Wed 6 June 2018 Lecture and dinner with the Vice Chancellor

Thu 7 Jun 2018 Police Buckingham and District Community Forum

Sat 9 Jun 2018 Newport Pagnell: The world at war

Sat 9 June 2018 Moretonville JFC Prizegiving

Mon 11 Jun 2018 Ent Festival at UoB

Wed 13 Jun 2018 HE Festival

Wed 13 June 2018 Evening of Choir Song (Festival of Higher Education)

Fri 15 Jun 2018 Open the Literary Festival

Sat 16 Jun 2018 Skate park event (BAG)

Sat 16 June 2018 Author Party - Literary Festival

Thu 21 Jun 2018 Charities Board meeting

Functions the Deputy Mayor has attended:

Weds 23rd May RAF Halton 100 Years RAF Reception

Tues 19th June Willen Hospice Summer Party

19. Chair's Announcements

20. Date of the next meeting:

Interim Council – Monday 23rd July 2018

Full Council - Monday 13th August 2018

**Licensing Act 2003
Application to vary a Premises
Licence**

Name of Applicant: BP Oil UK Limited.
Address: Buckingham SF Connect,
Stratford Road (A422), Buckingham,
MK18 1NY. Licensing Authority:
Aylesbury Vale District Council.
Licensing Authority Address: Licensing
Team, Aylesbury Vale District Council,
The Gateway, Gatehouse Road,
Aylesbury, HP19 8FF (where a
record of the application may be
inspected during normal office hours).
Licensing Authority Website:
www.aylesburyvalenc.gov.uk.

The applicant has applied to the
Licensing Authority to vary the premises
licence for the above premises as
follows: To extend the sale of alcohol to
between the hours 0000 and 2400 daily
for consumption off the premises. To
vary the licence conditions. Any person
or responsible authority (as defined by
the Licensing Act 2003) may make
representations to the Licensing
Authority no later than 28 June 2018.
Any representations made to the
Licensing Authority must be in writing.
It is an offence to knowingly or recklessly
make a false statement in connection
with an application and the maximum
fine for which a person is liable on
summary conviction for the offence is an
unlimited fine.

Dated: 31 May 2018

Winckworth Sherwood LLP,
Minerva House, 5 Montague Close,
London, SE1 9BB. Ref: AGS/88/308/RPB.
Solicitors and authorised agents for the
applicant.

8.6.18

Access for All

Minutes of May 2018 Meeting
 14th May 2018 - Council Chamber

In attendance: Joy Fuchter, Cllr. Derrick Isham, Pat Knibbs, Una Robinson, John Russell (Chair), Cllr. Mike Smith, Cllr. Christine Strain-Clark, Peter Strain-Clark, John Squires, Pam Tonge (Minutes)

Apologies: Cllr. Jenny Bates, Ed Grimsdale

1. Welcome and Introductions:

John Russell welcomed all to the meeting.

2. Minutes of the Meeting held on 9 April 2018 had been circulated.

3. Matters Arising: See below.

4. Acting Chairman's Report:

John Russell said he had been negotiating with the Chantry Chapel on access and had a positive report. The builders had found the wall and the fence on one side had been damaged by cars and now need to find out who owns these. When they are replaced or repaired, builders will put in a handrail along that side. On the inside they have repaired the tap in the toilet and the lighting. A lot more could be done regarding access through their doors. It is ongoing. John had made a visit to Stowe last week. The electric lift had changed as Christine previously mentioned, however, he did not put his mobility scooter on it. Christine said there was a path that goes all the way round for vehicles and scooters. The man on the gate did not inform John about access, however, he did offer to collect a wheelchair.

5. Treasurer's Report:

As last month, there is currently £939.45 in the bank account.

6. Secretary's Report:

Nothing to report.

7. Picnic Benches:

Mike Smith reminded everyone that he needed wheelchair users to determine what the ideal table top height should be. The dimensions are needed because the tops are mounted on two cross-pieces to vary the height. He suggested a standard wheelchair should be used to give the maximum, comfortable height. John Russell suggested they had to be normal table top height to allow clearance underneath. He said he would go to Bourton Park and take dimensions. Christine and Peter will also check height.

8. Villiers Hotel and Ballroom Access:

Christine said the previous owner was going to put in a ramp. Access was previously via the French windows but is now via the lift. Inspection was last carried out two years ago. It was agreed to ask Jennie to send a letter to Jean

Rush, General Manager, on A4A headed paper setting out the issues and asking what can be done about access. Advise Jane that the lift is unsuitable and Villiers need to make access easier for people with mobility problems, especially wheelchair users. The previous manager had put up a notice with directions on the Castle Street door. Christine remarked that the only disabled toilet in Villiers was via a room that was often booked out. John said that a Fund Raising event in aid of Cancer Research was due to take place in June and tickets were £50 a head, £100 a couple. He wondered whether he would be able to get to the ballroom. Jennie to send a letter, mentioning the June event.

9. Buckingham Hospital/Lace Hill:

John Russell was pleased that Derrick Isham was now on the Stakeholder Committee, a quite small but not insignificant group. Christine said the proposal was gradually being accepted by a lot of people that we lose Buckingham Hospital and turn it into flats as we can use private beds in some care homes. John Squires remarked that they would not have the nursing staff. Mike Smith suggested we needed to look at the whole thing. The present Health Service, patients coming out of hospital, not enough doctors; the NHS is currently run by lots of different groups who don't talk to other groups and that is one of the delivery issues. Another is that it is underfunded. A general discussion followed. It was agreed that Lace Hill still had access problems for some local people. It was preferable to have a Medical Centre in Buckingham rather than having to go to main hospitals in Aylesbury or Wycombe. Several members had used Buckingham Hospital in the past as in-patients and attended outpatient clinics for private dental care, incontinence care and skin complaints which were now referred to Milton Keynes Hospital. Una raised the subject of the expensive new X-ray facility which had been installed in Buckingham Hospital and asked whether Lace Hill would have the specially adapted lead-lined facility. John said that point had also been raised at the Friends of Buckingham Hospital AGM. Derrick said this was being looked into.

10. Adaptive Community Bus:

Christine reported an ideal applicant had been found. Final details to be sorted out this Wednesday. She confirmed this was a 26 weeks contract for a part time Project Manager to set up a pilot scheme and invited those present to suggest how such a bus might help them. What days and times were needed and frequency? Pam suggested putting a survey in the local paper or on Facebook. Mike Smith agreed that canvassing a response would give a majority view. Need to identify we have a need for the pilot scheme. Pam suggested groups like the U3A would be interested in using it. John Russell suggested it could be used to take people to Lace Hill. People living in the villages might use it to come into town and return. Initially, project would use Section 106 money to set up. Need to ensure viability after initial funding phase. Christine confirmed a vehicle had been found. The ensuing discussion highlighted expenses for recruiting volunteer drivers, maintenance of vehicle, fuel etc. John Squires said many disabled residents had their own transport. It was agreed that Dial-a-Ride was not going to be replaced. Passengers would pay for their journey.

11. Accessibility Issues:

Prezzo's: Joy said there were three steps at the entrance but a member of staff had shown them a side door and put out a ramp for her. Christine had found access to the disabled toilet was blocked by chairs.

Pavements: John Squires commented on the state of the pavements on established estates. John Russell said he had sent a thank you email to the Council for the recent work on town centre pavement surfaces. Joy said area outside post office was still uneven.

Parking: Everyone agreed not enough parking in town centre. John Russell said there was insufficient length of parking space for getting a scooter into the rear of a vehicle. John Squires suggested a white line for parking in Verney Close to enable disabled to visit surgery when car park was full. Christine said traffic warden had criticized drivers for parking next to each other outside surgery. Apparently they should park lengthwise along the wall.

Cemetery: John commented that the gardeners who tended the cemetery did not clear up after themselves and grass cuttings went all over the grave stones. Mike said he would have a word. Derrick asked if there was any problem with dog faeces but was told not a problem in the older part of the cemetery.

Footpath: Una said she had used the crossing to footbridge in car park. There is a slope from the bridge onto the asphalt. A lady in a scooter in front of hers, which had little wheels, nearly came off when she came to the second ramp which was on a slight incline. Una had noticed that when you come off the bridge there is a strip of metal. **Contact Warren Whyte.**

Shopmobility: Joy said kerb outside needed attention where some blocks have been used and you have to approach at an angle to get up and down it.

Contact: Howard Mordue at AVDC. John Russell to follow up access issues.

Dropped Kerbs: Joy said there was no dropped kerb on Bourton Road at the end of Badgers Estate. Mike said this was because there was already one by the Green. Joy offered to put a comment on Facebook.

12. Website and other Publicity Ideas:

Ed Grimsdale wants to see more users on Facebook. BUDS disability group are using it.

13. Any Other Business:

There was a general discussion on proposals for either a Unitary Authority or two District Councils covering the North and South Bucks.

14. Date of Next Meeting: Monday, 11 June 2018, 2.00-3.30 p.m. in the Council Chamber.

Meeting ended at 3.20pm

DESTINATION BUCKINGHAM GROUP

Thoroughly MODERN
Traditional
BUCKINGHAM

NOTE OF MEETING HELD ON 15 MAY 2018

Attendees: Margaret Gateley (MG) Jon Harvey (JH)
Lauren Hutton (LH) Nigel Morrison (NM) Mary Simons (MaS)
Mike Smith (MS) Chris Wayman (CW)

Apologies: Roger Edwards (RE) Warren Whyte (WW)

ITEM	DISCUSSION
1	Apologies and Introductions
1.1	The Apologies for Absence from RE and WW were noted.
2	Note of 10 April meeting
2.1	The draft Note was approved.
3	Financial Position
3.1	MS said that the position remained as reported at the last meeting with funds standing at £13,981.57 of which £8,200.00 had been committed, leaving a disposable balance of £5,781.57 (a figure now ratified by the BTC Accounts assistant).
3.2	MS had still not heard from AVDC whether or not DBG would receive any funding for 2018/19 but thought that with the imminent change to a unitary authority, this was unlikely.
4	Town Centre Enhancement
4.1	Directional signage – CW confirmed that these were in hand with the BTC Estates Manager and scheduled for installation during the summer.
4.2	Bunting – CW had yet to contact landlords in order to seek their consent for the supporting brackets and wires. MS wondered if this might be extended to across the Cattle Pens, suspended from the trees.
5	Widening Buckingham's Links
5.1	Silverstone – NM said that Stuart Pringle, who was heading the Motor Museum project, would be speaking at the <i>Buckingham Society</i> AGM on 15 November and this might be a good opportunity to build links and also progress the idea of a launch exhibition for the Motor Museum in Buckingham Old Gaol (WW had suggested that there might be some interest in this).
5.2	Stowe – JH had attended the recent open evening and, in discussion with the manager, learned about their marketing slogan "Stowe – a garden of ideas". This had led him to consider the feasibility of organising a day's "Journey to Stowe" on foot and via a wide range of vehicles. JH would pursue this, including floating the idea with schools etc.
6	Social Media
6.1	The Buckingham App - LH, JH, MaS and MS had met with Caley Kalif, a Buckingham University student, on 30 April to discuss his proposed mobile 'phone App. NM queried whether this might also be used for Traders to promote special offers, and LH confirmed that this was also proposed at the 30 April meeting, for the student of students and townsfolk. This proposal had yet to be announced to the Traders, who might well be reluctant to meet the likely charges generated by the App hosts, although MS suggested

	that such charges might be met from a central fund if Trader Association membership was re-introduced.
6.2	Social Media - LH had also discussed ways of using social media with MaS, the TIC Supervisor and the BTC Deputy Town Clerk, using it to promote pride and positivity for the town, including its parks, hidden gems etc; and perhaps linking with other initiatives. This might include use of a "LoveBuckingham" hash-tag, a logo in shop windows etc. The main thrust would be to get people to share their good experiences.
7	ShopBuckingham Report
7.1	MaS confirmed that the Buckingham Traders' Association meeting to reinvigorate Trader activities had been arranged for 24 May at Buckingham Old Gaol. JH would chair the meeting, with presentations by LH and the TIC.
8	Civic Day Arrangements
8.1	RE had confirmed by email to MS that all arrangements for 23 June were in hand.
9	FUTURE OF DBG
9.1	BTC were about to establish an Economic Development sub-Committee of the Town Council Planning Committee. This would probably comprise Town Councillors plus co-opted stakeholders.
9.2	Given the discussion at the last meeting about the future of DBG, and the likelihood that DBG activities would fit neatly with broader economic development, it was agreed to merge DBG with the new sub-Committee.
9.3	It was further agreed to transfer the balance of DBG funds to BTC control (who already administer them with MS involvement) and carry-forward the following outstanding actions and new initiatives:
9.4	Outstanding Actions
9.4.1	Railings outside Sorting Office – refresh paintwork in time for <i>Best Kept Village</i> competition (BTC).
9.4.2	Damaged Lamp Post Banners – remove (BTC).
9.4.3	Directional Signage (finger posts) – install during Summer (BTC - as per 4.1 above)
9.4.4	Bunting – as per 4.2 above (BTC)
9.4.5	Parking Charges – MaS would explore Trader refunds to customers (item 5.3 of 10 April meeting).
9.5	New Initiatives
9.5.1	Journey to Stowe – JH to work-up ideas (as per 5.2 above).
9.5.2	Social Media Development (including the proposed Buckingham App (see 6.1 and 6.2 above)
10	Future Meetings
10.1	In view of the foregoing, it was agreed that no further meetings need be scheduled.