



# BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, BUCKINGHAM CENTRE,  
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Town Clerk: Mr. Paul Hodson

Wednesday, 03 October 2018

Councillor,

You are summoned to a meeting of the Planning Committee of Buckingham Town Council to be held on **Monday 8<sup>th</sup> October 2018 at 7pm** in the Council Chamber, Cornwalls Meadow, Buckingham.

P. Hodson  
Town Clerk

Please note that the meeting will be preceded by a Public Session in accordance with Standing Order 3.f, which will last for a maximum of 15 minutes, and time for examination of the plans by Members. *For Members' information a representative of Wates will attend the public session to inform the Committee about their plans for land south of Osier Way and east of Gawcott Road, and their public consultation arranged for later in the month (per email circulated 2/10/18). There may be a drawing available for circulation via the folders on the night.*

## 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 of the Planning Committee Meeting held on Monday 10<sup>th</sup> September 2018 ratified at the Full Council meeting held on 1<sup>st</sup> October 2018.  

**Copy previously circulated**
- 4. Vale of Aylesbury Plan**  
To receive the Town Plan Officer's verbal comments on the Inspector's report. Inspector's report available at [https://www.aylesburyvaledc.gov.uk/sites/default/files/page\\_downloads/ED166%20Inspector%27s%20Interim%20findings%2027%20August%202018.pdf](https://www.aylesburyvaledc.gov.uk/sites/default/files/page_downloads/ED166%20Inspector%27s%20Interim%20findings%2027%20August%202018.pdf)
- 5. Action Reports**  
To receive action reports as per the attached list.  

**Appendix A**

Buckingham



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.

## 6. Planning Applications

For Member's information the next scheduled Development Management Committee meetings are 25<sup>th</sup> October and 15<sup>th</sup> November 2018, with SDMC meetings on 26<sup>th</sup> October and 14<sup>th</sup> November 2018.

To consider planning applications received from AVDC and other applications

1. 17/04401/APP 67 Moorhen Way, MK18 1GU  
Erect a 2.3m fence at the rear of property (retrospective)  
*Forth*
2. 18/02798/APP 10 Bath Lane, MK18 1DU  
Proposed demolition of existing outbuildings and construction of new outside store (part retrospective)  
*Dyke*
3. 18/03118/APP 11 Bernardines Way, MK18 1BF  
Loft conversion and single storey rear extension  
*Beale*
4. 18/03140/APP National Westminster Bank plc, Market Hill  
Conversion of part of the lower ground floor to provide a one-bedroom flat within the lower ground floor level of former NatWest Bank building including associated external works.  
*Morrison*
5. 18/03393/APP 10 Mare Leys, MK18 7AX  
Two storey side extension  
*Hayton*

*The following two applications can be considered together:*

6. 18/03438/AAD Town and Country Cars, 3 Remus House, Castle Street  
Remove an existing wooden fascia sign and replace with a new dark blue acrylic formed fascia sign containing wording 'Intent2Improve' on two sides in colours white and yellow and opaque window films to external windows in grey and dark grey  
*Roach*

### Amended Plans

7. 18/02801/APP Change of use from the existing Motor Sales Showroom (A1) to that of a Person Training Centre/Gym (D2). Amendments to the car parking layout, refurbishment to the existing doors and windows, erection of protective bollards to the principal elevation and the replacement of existing signage to that of the proposed gym.  
*Roach*

*Amended plans: Window frosting details; Justification statement; response to BTC comments*  
*Members' response (10<sup>th</sup> September 2018) was COMMENT DEFERRED PENDING FURTHER INFORMATION*  
*It was noted that this would be the 6<sup>th</sup> gym in the town, though the Candleford Court one had not yet been installed.*  
*Members expressed concern at the increased traffic the clientele would generate in a difficult area of Castle Street, especially if the overflow parking area on the former forecourt was utilised, cutting down the vision for traffic emerging from the rear parking area. An estimate of the increase in traffic would be appreciated. Further details of the front elevation treatment was requested – how transparent were the window films and would there be bright lighting spilling out over the frontage, to the detriment of the area which contained a number of Listed Buildings?*  
*Members also recommended provision of safe cycle parking to discourage car use.*

The following Minor Amendments have been received:

8. 18/02828/APP 6 Wharf View, MK18 1XF

Two storey front extension  
*Tether & King*

*Minor Amendment: Daylight analysis showing effect on neighbouring property, and car parking plot to show adequate space for 3 vehicles.*

*Members' response (20<sup>th</sup> August) was OPPOSE & ATTEND Members felt the on-site parking was awkward and inadequate for a 5 bedroom house which could well become a HiMO, and the extension was quite a dominant addition.*

**Not for consultation**

9. 18/03197/ATP Land adj. Tingewick Road  
Felling of one sycamore tree due to significant basal cavity with  
Kretschmaria duستا present  
AVDC  
*No response from Members to date.*

**7. Planning Decisions**

To receive for information details of planning decisions made by AVDC as per 'Bulletin' and other decisions.

		<b>BTC response</b>	<b>Officer recomm<sup>n</sup></b>
<b>Approved</b>			
18/02474/APP 4 Manor Gardens	Replacement balcony	No objections	
18/00645/APP } Twisted Chimney Ho.	Replace extension; internal refurbish.	No objections	
18/00646/ALB }		No objections subj.HBO	
18/02517/APP 4 Moreton Drive	Part single storey side extension	No objections	
18/02666/APP } White Hart Hotel	Replace unsound metal fire escape	No objections	
18/02667/ALB }		No objections subj.HBO	
18/02698/ALB St Peter & St Paul's Ch.	Replacement noticeboard	No objections	
18/02764/APP 6 Tyrell Close	Single storey side extension	No objections	
<b>Refused</b>			
18/01953/APP } 40-41 Nelson St	New shopfront and lighting		Deferred pending details of lighting and signage
18/01955/ALB }			

**8. Development Management Committee**

- 8.1 Strategic Development Management (12<sup>th</sup> September 2018 *Cancelled*  
and 3<sup>rd</sup> October 2018 *Cancelled*)  
8.2 Development Management (13<sup>th</sup> September 2018 *No Buckingham appl<sup>ns</sup>*  
and 4<sup>th</sup> October 2018 *No Buckingham appl<sup>ns</sup>*)

**9. Enforcement**

- 9.1 To receive for information the August update per Cllrs. Mills & Stuchbury **Appendix B**  
9.2 To report any new breaches

**10. (349.3) Economic Development Working Party**

To receive, discuss and agree the revised Terms of Reference and suggest a date and time for the initial meeting **Appendix C**

**11. Correspondence**

- 11.1 To receive a letter from The Buckingham Society and agree the new deputy co-optee. **Appendix D**  
11.2 To receive for information a letter from Buckingham West End Bowls Club **Appendix E**

**12. Matters to report**

Members to report any damaged, superfluous and redundant signage in the town, access issues or any other urgent matter.

**13. Chairman's items for information**

**14. Date of the next meeting:**

Monday 29<sup>th</sup> October 2018 following the Interim Council meeting.

To Planning Committee:

Cllr. M. Cole	(Chairman)	Cllr. A. Ralph	
Cllr. J. Harvey	Town Mayor	Cllr. R. Stuchbury	
Cllr. P. Hirons	(Vice Chairman)	Cllr. M. Try	
Cllr. D. Isham			
Cllr. A. Mahi			
Cllr. Mrs. L. O'Donoghue		Mrs. C. Cumming	(co-opted member)

ACTION LIST

Min. 352/18	Sent 20 via Parish channel } 3 via Parish Support } 13/9/18	Min.	News release	Date of appearance
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Subject	Minute	Form	Rating √ = done	Response received
AVDC				
Ford Meadow parking & lighting	432.2/17	Write to University  Chase via Parish Liaison	√	<b>Parish Liaison 13/10/17:</b> I have caught up with the case officer and they have provided me with more information in regards to this application. They have some concerns with the points you have raised and is going to raise the issue with the University for clarity. The case officer has also made enforcement aware of the situation and will keep them updated on how things unfold. As soon as I have more information I will contact you directly.  The university has opened additional car parking spaces at Ford Meadow, (60 spaces), which will help ease the demand on parking space around the campus. Access is via the Ueard, so only open to staff and students. 27/10/17 Enforcement should report shortly Parish Liaison 4/4/18: I am pleased to tell you that I have some information regarding Ford Meadow! I know it's taken a very long time but it has finally got some traction. The query has moved onto planning enforcement to intervene and the reference number is 18/00116/CON3, Nazia Begum is the officer. This has happened today so there won't be much to say but I'll ensure that the officer passes on any relevant information to the TC. Officer on leave for two weeks, Parish Support will seek response on return
Corrwalls Meadow new path	611.2	Check consultation/source of money	√	22/1/18- I am only in the office 2 days this week so will try and get a response to you before we meet on 1 <sup>st</sup> February. Susan Kitchen, Corporate Planner, Customer Fulfillment
And Care Home	845.3/17 (177.1)	Query pre-determination (Letter to Secretary of State re call-in)	√ √ √ Prompt sent 4/3/18	See Agenda 5-3 See agenda 6.2 S/State refused call-in.

	235.2	<b>Action: Interim Town Clerk</b> Seek Junior Counsel advice on JR	<b>In hand</b>	<b>Transferred to Town Clerk 2/10/18</b>
Access to website	42/18 235.1/18	Cllr. O'Donoghue to supply details for report	<b>To do</b>	
Tingewick Triangle street naming	179/18 240/18	Send agreed list to AVDC Send 4 names chosen	✓ ✓	Acknowledged 6/7/18 4 additional names requested Acknowledged
Design Award	295/18	Send nominations as minuted	✓	
Councillor Training	296/18	Investigate as minuted	✓	<b>Response received from Craig Saunders at AVDC and details passed to Town Clerk.</b>
Housing Growth	350/18	<b>Town Plan Officer</b> to respond as minuted <b>Planning Clerk</b> to arrange meeting	✓ <b>To do</b>	
<b>BCC:</b>				
Footpath between Clarence Park and Railway	47/18	Investigate and report blockage	<b>To do</b>	
Tingewick Road roundabout	357/18	Invite Steve Essam to meeting	✓	
Addington Road	358/18	Suggest additional warning signage	✓	<b>BCC forwarded to TFB for action</b>
<b>Neighbourhood Plan Review</b>				
Ideas for Working Group	962/17	Inc Maids Moreton in boundary?		Meeting arranged
<b>Other:</b>				
Anglian Water	116.2/18 174.4 349.4/18	Respond as minuted Book room BTC to withdraw and canvass other organisations	✓  provisional ✓	Dates suggested Lace Hill not available; regular evening bookings to end of year Community Centre 26 <sup>th</sup> October – confirmed and see agenda 6.4
Wharf Yard	288/18	Send Hinton Cook flooding photos	✓	Receipt acknowledged <b>BCC Flood Officer has requested copies, which have been supplied</b>

Economic Development Group	349.3 (FC Min. 163/18)	Revise Terms of Reference for discussion	✓	<b>See agenda 11</b>
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Subject	Minute	Form	Rating √ = done	Response received
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**Enforcement reports and queries**

13 High Street	795.3/15 664.2	New signage & lighting Chase response (done regularly)	√	P Dates: 12/5/17. 13 High Street, Buckingham: we had in the past met with the owner to secure the removal of the signs. Whilst this had not materialised we had been aware that its ownership may change and had hoped that the new owner may be have their own plans and/or may be receptive. However, this has not materialised and so I have asked our consultant enforcement officer Will Holloway to take on the case and we will keep you informed of progress. 26/10/17 I have written to the operator of the premises asking them to confirm a timetable for the removal of the signage. If a timetable is not agreed then the Council will have to consider formal action. I will update you further when I have received a response from the operator. J Wilmot Planning Enforcement Consultant 25/4/18: Thank you for your email. The update is that we have been in applying pressure to the owner to either remove the signage or sell the property. We noted that the property had been put back on the market a few weeks ago and appears to be under offer. We are continuing to maintain pressure in order to resolve the issue. Jim Wilmot
	148/17	Prompt sent 14/9/17 Chase via Parish Liaison	√	Acknowledged
	957/17	Advise no longer advertised, Listed Bldg status omitted from description	√	Acknowledged
	743.1	Update requested Cllr. <b>Stuchbury</b> to investigate further	√	
Reasons for case closure	743.2	Fence encroachment into AVDC land	√	18/00027/CON3
16 Hilltop Avenue	850.2	Investigate Bulletin report Prompt sent	√ √	Referred to AVDC Property & Estates for action Property & Estates have passed to Open Spaces



**Enforcement Investigations**

Received During August 2018

18/00322/CON3

**BUCKINGHAM NORTH WARD**

Alleged unauthorised siting of tables and chairs for the consumption of food/drink on the public footpath

(Conservation Area)

Buckingham Inn 14 Market Hill Buckingham Buckinghamshire MK18 1JX

Case Officer: Mr Jim Wilmot

18/00349/CON3

**BUCKINGHAM NORTH WARD**

Alleged unauthorised use of retail A1 premises to include children's craft workshops and parties

1 Well Street Buckingham Buckinghamshire MK18 1EW

Case Officer: Mr Jim Wilmot

18/00369/CON3

**BUCKINGHAM SOUTH WARD**

Alleged unauthorised breach of approved plans/details - 18/01020/APP refers

4 Tyrell Close Buckingham Buckinghamshire MK18 1EJ

Case Officer: Steve Evans

**Enforcement Investigations**

Closed During August 2018

None for Buckingham or relevant section of Luffield Abbey



## Buckingham Town Council

### Terms of Reference

**Date Agreed:**

~~Reviewed-Draft for Discussion~~

**Minute Number:**

**Prepared by:**  
Christopher Wayman

**Revised:**

Mrs. K. McElligott

**Version: 1.01**

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#### Name

1. The ~~Sub-Committee~~body shall be known as the **ECONOMIC DEVELOPMENT SUB-COMMITTEEWORKING GROUP**.

#### Membership

2. Membership of the ~~Sub-Committee~~ Working Group is open to any Councillor who wishes to be a member
  - 2.1. ~~Councillors who are not Members of the Sub-Committee may attend the meeting, but will have the same rights as a member of the public.~~
3. That a Member of the Buckingham Society and the Traders Association are co-opted onto the ~~Sub-Committee~~Working Group
4. That any other interested member of the public with a relevant interest can be co-opted onto the ~~Sub-Committee~~ at its meetings. Working Group as agreed at its meetings.
- 4.5. That all Group members have equal voting rights.
- 5.6. The ~~Sub-Committee~~Working Group shall be subject to a quorum of 3 or one third of its membership, whichever is greater, to include at least one Councillor and one co-opted member.

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#### Chairman

- 6.7. The ~~Sub-Committee~~Working Group shall elect a Chair/Chairman at the first meeting after the Annual Town Council Meeting. The Chair/man's period of office is for one year.
- 7.8. The ~~Sub-Committee~~ Working Group shall elect a Vice-Chair/Chairman at the first meeting after the Annual Town Council Meeting. The Vice-Chair/Chairman's period of office is for one year.
- 8.9. The Chair/Chairman if present shall Chair the ~~Sub-Committee~~ meeting of the Working Group.

#### Conduct of the Meeting

As the Group's budget is controlled by the Town Council:

- 9.10. All meetings of the Economic Development ~~Sub-Committee~~Working Group shall be convened in accordance with the Town Council's standing orders and current legislation.

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11. All business undertaken at the Economic Development Sub-Committee Working Group shall be done so in accordance with the Town Council's standing orders and current legislation.

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12. Meetings shall be held in the Council Chamber at regular intervals to be determined at the first meeting, at a time to suit members.

13. The first meeting will appoint a Clerk to produce and circulate agendas and meeting notes, and carry out any actions/correspondence agreed at the meeting.

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## Area of Operations

14. The Sub-Committee Working Group shall be under the aegis of the Town Council but, working with other appropriate representatives of the town, be responsible for and have the authority for (unless stated elsewhere) the following aspects of the Town Council's functions:

Economic Development

15. In addition to the areas of operation above the Economic Development Sub-Committee Working Group has the following responsibilities:

a) To work with other stakeholders to aid in the economic development of the town;

b) Liaising with businesses to create a strong cohesive voice for the town;

c) Devising an economic strategy and other policies to ensure the town is thriving, and once completed to undertake the actions outlined within the agreed strategy and policies;

d) Implementing projects to ensure Buckingham is a better place to visit and work;

e) Encouraging businesses to relocate into Buckingham;

f) Development of tourism and marketing strategies for the town.

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## Further Information

16. The Sub-Committee Working Group has authority to proceed with all items within its budget, but must refer to the Planning Committee Resources Committee when non budgeted expenditure is anticipated.

17. The Sub-Committee Working Group shall appoint working sub-groups as and when it is deemed necessary and shall set out Terms of References for those bodies.

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06 SEP 2018

# The Buckingham Society

Kathy Robins  
Buckingham Society  
Planning Group,  
The Pightle,  
33, Moreton Road,  
Buckingham,  
MK18 1JZ

6<sup>th</sup> September 2018

Mark Cole - Chair Buckingham Town Council Planning Committee

Nina Villa - Interim Town Clerk, Buckingham Town Council,  
Town Council Office,  
The Buckingham Centre,  
Verney Close,  
Buckingham,  
MK18 1JP

Dear Mark and Nina,

Ref: Buckingham Society Representation on Buckingham Town Council Planning Committee

Thank you for continuing to allow the Buckingham Society to have a co-opted member on the Town Council Planning Committee. Should Carolyn Cumming be unable to attend at any time I should like to nominate Roger Newall to deputise in her absence.

I hope that this is agreeable to you.

Yours sincerely,

Kathy Robins

**BUCKINGHAM WEST END BOWLS CLUB**

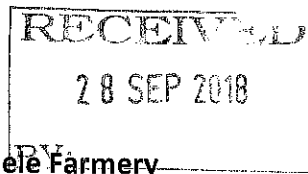
Brackley Road, Buckingham MK18 1JD

Telephone: 01280 822659

Please reply to:

**Geoff Shaw**

8 Nightingale Place, Buckingham MK18 1UF

Tel: 01280 812547 [geoff@shaw-family.org.uk](mailto:geoff@shaw-family.org.uk)

President: Adele Farmery

Chairman: Lyn East

Paul Hodson – Town Clerk  
 Buckingham Town Council  
 Verney Close  
 Buckingham MK18 1JP

27<sup>9</sup>/12

Dear Mr Hodson

First of all may I wish you every success and happiness for your stay in Buckingham?

We have always enjoyed the sympathetic support from those in the Town Council for the activities of our Club and the community role that it plays in the town.

We have been flooded by the Ouse three times and after the last occasion we have not been able to get insurance against this possible event. A further flood will devastate our operation as a Club.

We therefore set about getting planning permission for our present site, which we own, to be developed in some way to enable us to move to another location. After long-winded negotiations we have now secured a 106 agreement with the AVDC for this to happen, as long as we have a definite place as a future location..

Last January we entered discussions with AVDC to seek permission to move to a suitable site on the land off Embleton Way. We are now getting some sympathy for this possibility from the Community Affairs side of the District Council and they now advise us to apply for pre-planning permission. We will be doing this early next week.

This new location will increase our ability to increase our community role and particularly to facilitate our cooperation with our local schools in encouraging youngsters to look at a healthy outdoor sport. In the meantime in view of your support for our continued existence I now write to you so that when this application reaches your planning committee you are aware of this.

Both Robin Stuchbury and Howard Mordue, who are the District Councillors for this area, have been advising us over this year. We have been advised that it would be helpful to you to have a copy of our précis written for the AVDC and our idea of a sketch plan showing the intended application.

We will of course at some point be putting in a formal application with a professionally produced plan so that the application can be carefully considered.

If you or any members of the Council wish to talk to us about this matter, we will of course meet them by arrangement.

Yours sincerely,

A handwritten signature in black ink that reads "Geoff Shaw".

# BUCKINGHAM WEST END BOWLS CLUB

Brackley Road, Buckingham MK18 1JD

Telephone: 01280 822659

President: Adele Farmery

Please reply to:

Chairman: Lyn East

Geoff Shaw

8 Nightingale Place, Buckingham MK18 1UF

Tel: 01280 812547 [geoff@shaw-family.org.uk](mailto:geoff@shaw-family.org.uk)

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## MOVE OF BUCKINGHAM WEBC TO NEW LOCATION

**Support from the Community.** We have received warm support from our local Councils as a community facility which they and others feel is very valuable and it would be a severe loss to the town if it no longer operated.

- Many regular weekly activities take place throughout the winter. These include the use of the Club by various town groups for their meetings and activities.
- Our club is used extensively throughout the summer by members and visiting bowlers of all ages with at least 100 home games and events taking place. We see part of our role to encourage youngsters from the local schools to look at and try-out the game for themselves.

**Why do we want to move?** The Club has been flooded badly three times (1947, 1998 and 2007) from the River Ouse. On each occasion the Green was rapidly put into re-use but the Pavilion and contents were badly damaged and had to be rebuilt and the contents replaced. The events were largely covered by our insurance policy but after the third flood in 2007, the insurance company refused to renew the flood part of our insurance policy. Competitive enquiries produced no interest. We even went directly to Lloyds via a friendly broker and offered a high excess. He informed us that he could get no underwriter to take us on even with such an excess.

This meant that if we were ever flooded again we would not be able to afford (about £90,000 at today's prices) to rebuild and refurbish the Pavilion. To ensure our continued long-term survival we therefore need to move to another site.

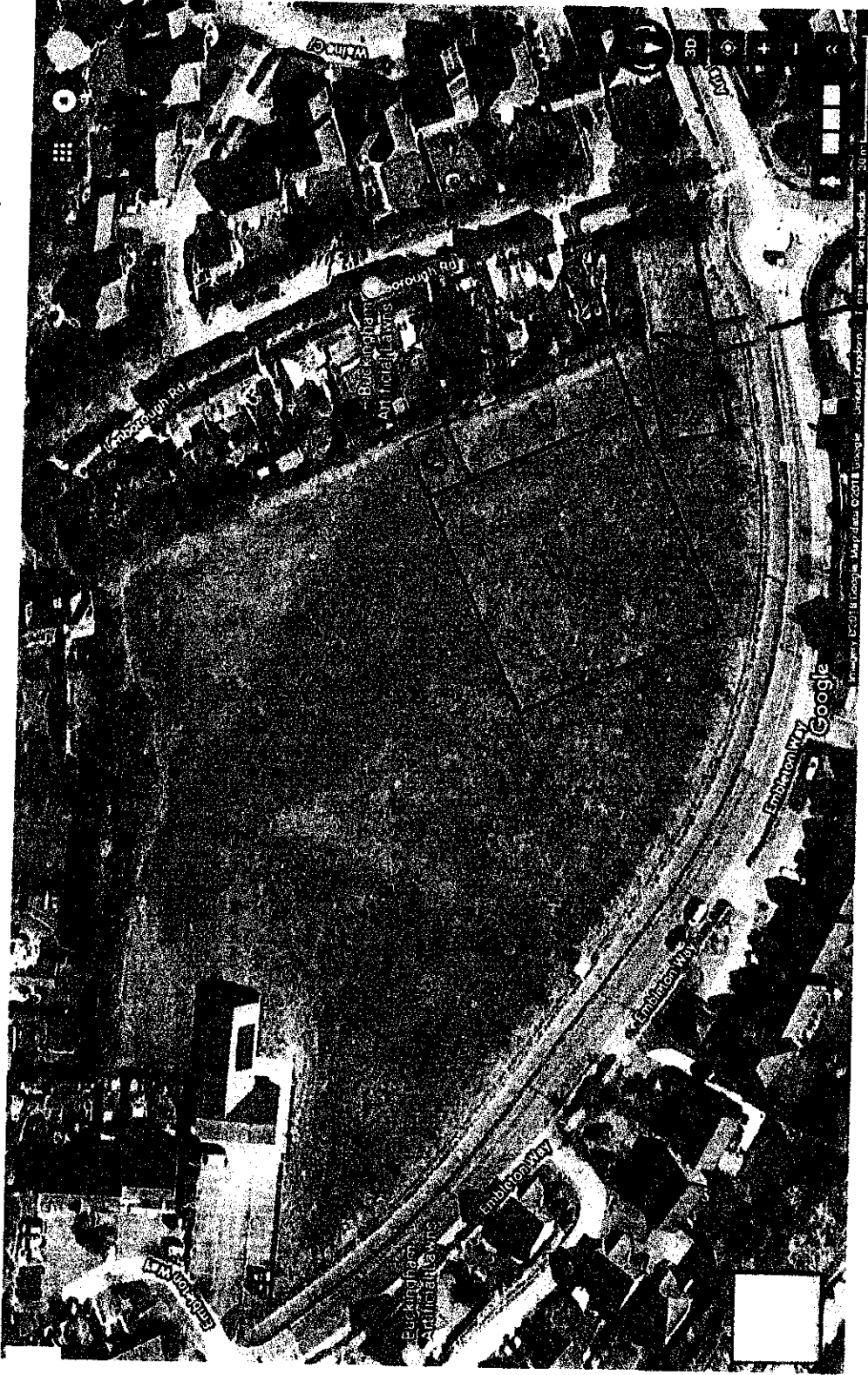
**Have we got the means to do this?** BWEBC currently owns our present site since it was established as a bowls club in 1910. To move we therefore needed to get planning permission for someone else to build a residence on this site before we have any chance of selling the land to a would-be developer. After a great deal of time and commitment on our part, and legal, architectural and surveying costs totaling £26,749 to date, we now have detailed planning permission. However, as they consider our community role to be so important, AVDC planning department have insisted that we sign a schedule 106 agreement (adding estimated further costs of £3000), which in essence stops us making any move until we can find an alternative site.

**Improved operation as a Community Facility.** Our present site is on the edge of the town and has difficult parking arrangements which might impinge on local residents.

- A more central new location would make us more accessible, particularly to those non-bowling members who wish to use our community facilities.
- The right site would much improve parking arrangements for those using the Club.
- We could be able to extend and develop our facilities to a wider audience
- It would enable us to further encourage junior development through schools and youth groups.
- A new more central site would give us the possibility of getting new grant matched funding from organisations such as the Bucks Community Fund, WREN and the Lottery.

**Security of tenure.** We see it as very important that a new site would give us security of reasonable long-term tenure either with the positive guarantee from the local Council or from our ownership lease on the land.

SKETCH LAYOUT OF POTENTIAL SITE FOR BOWLING GREEN ON EMBLETON WAY (ROUGHLY TO SCALE)



- A - Car park 16m x 40m for 30 cars utilising existing access with dropped kerb
- B - Bowling green 42m x 42m including 2m wide paved surround for access and boundary maintenance
- C - Clubhouse 34m x 11m including 2m wide paved surround for access and boundary maintenance
- D - Storage and irrigation tank 8m x 11m including 2m wide paved surround for access and boundary maintenance