



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, CORNWALLS MEADOW,
BUCKINGHAM. MK18 1RP

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Town Clerk: Mr. P. Hodson

Wednesday, 17 October 2018

Councillor,

You are summoned to a meeting of the **Environment Committee** of Buckingham Town Council will be held on **Monday 22nd October 2018** at 7pm in the Town Council Chamber, Cornwall's Meadow, Buckingham.

Mr. P. Hodson
Town Clerk

Please note that the Environment Committee meeting will be preceded by Public Session lasting for a maximum of 15 minutes, in accordance with Standing Order 3.f.

AGENDA

1. Apologies for Absence

Members are asked to receive and accept 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 Environment Committee meeting held on Monday 3rd September 2018 **Copy previously circulated**

4. Action Report

To receive the report and note the updated information **Appendix A**

5. Budgets

5.1 To receive the latest figures **Appendix B**
5.2 To receive and discuss proposed budgets for 2019/20 **E/43/18**

6. Buckingham District Angling Association

To receive correspondence from The Chairman of The Buckingham District Angling Association and agree for The Estates Manager to meet with the BDAA and the Environment Agency to discuss the formation of a partnership group to assist the recovery programme for the River Great Ouse. **Appendix C**

7. Access Awareness

8. Water Bottle Refill Station

To receive a written report from the Estates Manager **E/44/18**

Buckingham



LOCAL COUNCIL
AWARD SCHEME
QUALITY GOLD



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.

9. **Environment Agency Stakeholder Engagement Day**
To receive a verbal update from the Estates Manager
10. **Brackley Road Cemetery**
To receive a written report from the Estate Manager E/45/18
11. **Devolved Services (TfB)**
To receive a written report from the Town Clerk E/46/18
12. **Bench on the Moreton Road**
To receive a written report from the Estates Manager E/47/18
13. **Homelessness Strategy** Appendix D
To receive a written report from Cllr. Stuchbury
14. **Motion – Cllr. Strain-Clark**
Due to the current perceived threat to Buckingham Hospital in the light of the proposed new Medical Centre at Lace Hill, this committee recommends that Buckingham Town Council organise a public meeting to discuss residents' concerns and invite the Swan Practice, the CCG and other interested parties to attend.
15. **Buckingham Community Wildlife Project**
16. **News Releases**
17. **Chair's Announcements**
18. **Date of Next Meeting:** Monday 10th December 2018.

To

Cllr. P. Collins
Cllr. Mrs. M. Gateley (Chair)
Cllr. J. Harvey- Town Mayor
Cllr. P. Hirons
Cllr. D. Isham
Cllr. A. Mahi

Cllr. Ms. R. Newell (Vice Chair)
Cllr. Mrs. L. O'Donoghue
Cllr. A. Ralph
Cllr. M. Smith
Cllr. Mrs. C. Strain-Clark
Cllr. R. Stuchbury

As to which Item	Planning No.	Action Taken	Result	Social Value	Officer Effort	Urgency	Total
A	771/15 206/18	Access Awareness Step from Church Street to Church is a problem for access to church due to high step.	Proposed by Cllr. Smith and seconded by Cllr. Stuchbury for the Estate Manager to seek quotations on the repair and reinstatement of the step from Church Street to St Peter and St Pauls. Estates Manger seeking quotations	3	3	8	14
B	215/11, 334/11 & 709/14	Photovoltaic Panels Solar panels for Community centre. Issue with testing of roof to be resolved	Revised Business case from Town Clerk to be placed on Interim agenda 29th Oct 2018	2	3	8	13
C	212/18	Dog Bins Members discussed and unanimously AGREED for the Estates Manager to seek quotes on campaign stickers for the town's dog waste bins reading "Any bins will do and if it's full use another park bin or take it home"	Vinyl stickers have arrived and will be placed on bins within the next 1-2 weeks.	3	2	3	8
D	521/16;	Entrance signs for Bourton Park GSM to install new interpretation boards.	awaiting installation of interpretation boards - scheduled for late October 2018	2	2	3	7
E	92/15; 904/15;640/16; 309.4/17-463; 206/18	Sports Pitch Provision Proposed by Cllr. Smith, seconded by Cllr Stuchbury and AGREED for the Town Clerk to write enquiring as to whether they are still interested in pursuing an agreement. Copy to be sent to County Councillor		4	1	2	7
F	255/15 & 91/16	Green Flag Status Areas to be addressed where the criteria is not currently met, put in an application for Bourton Park.	Working on Park Management Plans.	3	1	3	7
G	783/16; 309.5/17	Access Awareness Consider suitable sites in Town centre for further benches with input from Access Awareness Group	Ongoing	3	2	2	7
H	905/15 (831/14 & 93/15)	Devolved/Transferable Land Revised report from the Town Clerk	Oct Agenda	3	1	2	6
I	641/16	Scenic Walk AGREED to continue the investigation into the rights of way along Railway Walk.	AGREED at Planning Committee 2/7/18 for the new Town Clerk to pursuing the RoW with BCC.	1	3	1	5

Appendix A

Action Item	Minute No.	Action Required	Action Taken	Result	Social Value	Official Effort	Urgency	Total
J		Finger Signs Post	Manufacturing delay until 16th July 2018	Posts have arrived and will be installed as soon as the Greenspaces Team have availability in their work schedule.				
K	215/18	Plasticfree Buckinghamham	AGREED to proceed with the purchase of 150 Plastic Free Buckingham branded cotton bags from Company B and for the bags to be sold from the Tourist Information shop.	Working on a tie in with TIC and #lovebuckingham campaign				
L	333/18	Benches	Proposed by Cllr Harvey and seconded by Cllr. Hirons to ask the Estates Manager to submit a report to a future meeting of Environment Committee identifying costings for the replacement of benches by the riverside at Cornwalls Meadow and outside of Gyre & Gimble.					

Month No : 7

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
<u>EARMARKED RESERVES</u>								
901	<u>EARMARKED RESERVES</u>							
9006	0	0	598	598		598	0.0 %	
9012	0	0	6,753	6,753		6,753	0.0 %	
9015	2,864	0	4,136	4,136		4,136	0.0 %	
9025	0	0	17,121	17,121		17,121	0.0 %	
9027	0	0	226	226		226	0.0 %	
9029	0	0	5,399	5,399		5,399	0.0 %	
9030	998	0	2,404	2,404		2,404	0.0 %	
9033	2,186	8,556	22,617	14,061		14,061	37.8 %	
9035	2,250	0	2,025	2,025	620	1,405	30.6 %	
9036	0	0	3,188	3,188		3,188	0.0 %	
9040	43	0	89	89		89	0.0 %	
9045	265	0	220	220		220	0.0 %	
9046	0	0	5,242	5,242		5,242	0.0 %	
9048	-1,071	-1,700	2,071	3,771		3,771	-82.1 %	
	EARMARKED RESERVES :- Expenditure	7,535	6,856	72,089	65,233	620	64,613	10.4 %
1070	DESTINATION BUCKINGHAM	20,000	0	0	0			0.0 %
	EARMARKED RESERVES :- Income	20,000	0	0	0			
	Net Expenditure over Income	-12,465	6,856	72,089	65,233			
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	EARMARKED RESERVES :- Expenditure	7,535	6,856	72,089	65,233		10.4 %	
	Income	20,000	0	0	0		0.0 %	
	Net Expenditure over Income	-12,465	6,856	72,089	65,233			

Month No : 7

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
ENVIRONMENT							
<u>201 ENVIRONMENT</u>							
3995	NI ENVIRONMENT	10,278	5,305	10,600	5,295	5,295	50.0 %
3996	PENSION ERS ENVIRONMENT	27,554	15,663	35,400	19,737	19,737	44.2 %
4004	WAGES & SALARIES	123,411	67,606	149,600	81,994	81,994	45.2 %
4068	COMMUNITY SERVICE	4,536	0	6,820	6,820	6,240	580 91.5 %
4101	SEATS AND BINS	0	0	1,000	1,000	1,000	0.0 %
4112	ENVIRONMENT EQUIPMENT	5,898	5,238	7,000	1,762	128	1,635 76.6 %
4118	GREEN WASTE DISPOSAL	0	0	500	500	500	0.0 %
4252	SOLAR PANEL LOAN REPAYMENT	0	0	9,500	9,500	9,500	0.0 %
	ENVIRONMENT :- Expenditure	171,677	93,811	220,420	126,609	6,368	120,241 45.4 %
1081	SOLAR PANEL FIT RATE	0	0	2,500	-2,500		0.0 %
1082	SOLAR PANEL EXPORT RATE	0	0	1,500	-1,500		0.0 %
	ENVIRONMENT :- Income	0	0	4,000	-4,000		0.0 %
	Net Expenditure over Income	171,677	93,811	216,420	122,609		
<u>202 ROUNDABOUTS</u>							
4108	ROUNDABOUT	4,787	5,475	8,900	3,425	3,425	61.5 %
	ROUNDABOUTS :- Expenditure	4,787	5,475	8,900	3,425	0	3,425 61.5 %
1051	ROUNDABOUT NO 1 OPEN	2,075	2,127	2,075	52		102.5 %
1052	ROUNDABOUT NO 2 ELLA	1,106	1,134	1,580	-446		71.8 %
1053	ROUNDABOUT NO 3	1,815	1,861	1,816	45		102.5 %
1054	ROUNDABOUT NO 4 R & B	2,314	2,372	2,258	114		105.1 %
1056	ROUNDABOUT NO 6 EUROLANE	2,465	1,684	2,478	-794		68.0 %
1057	ROUNDABOUT NO 7 RING ROAD	1,257	1,288	1,264	24		101.9 %
	ROUNDABOUTS :- Income	11,032	10,466	11,471	-1,005		91.2 %
	Net Expenditure over Income	-6,246	-4,991	-2,571	2,420		
<u>203 MAINTENANCE</u>							
4063	VEHICLE HIRE AND RUNNING	5,148	16,390	20,000	3,610	3,610	82.0 %
4082	ALLOTMENTS	1,500	1,500	1,500	0	0	100.0 %
4102	DOG BINS	4,520	0	5,000	5,000	5,000	0.0 %
	MAINTENANCE :- Expenditure	11,168	17,890	26,500	8,610	0	8,610 67.5 %
	Net Expenditure over Income	11,168	17,890	26,500	8,610		

Month No : 7

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>204. DEVOLVED SERVICES EXPENSES</u>							
4124	DEVOLVED SERVICES	20,599	6,757	22,000	15,243	15,243	30.7 %
	DEVOLVED SERVICES EXPENSES :- Expenditure	20,599	6,757	22,000	15,243	0	15,243 30.7 %
1017	DEVOLVED SERVICES INCOME	20,353	20,353	20,353	0		100.0 %
	DEVOLVED SERVICES EXPENSES :- Income	20,353	20,353	20,353	0		100.0 %
	Net Expenditure over Income	246	-13,596	1,647	15,243		
<u>248. DEPOT</u>							
4055	ALARM	630	0	400	400	400	0.0 %
4225	RATES	3,868	3,984	4,500	516	516	88.5 %
4601	REPAIRS& MAINTENANCE FUND	481	210	500	290	290	42.0 %
4602	ELECTRICITY	933	692	2,500	1,808	1,808	27.7 %
4603	WATER	485	120	1,500	1,380	1,380	8.0 %
	DEPOT :- Expenditure	6,397	5,007	9,400	4,393	0	4,393 53.3 %
	Net Expenditure over Income	6,397	5,007	9,400	4,393		
<u>249. PUBLIC TOILETS</u>							
4074	TOILET CAPITAL	159,764	0	0	0	0	0.0 %
4225	RATES	0	0	8,000	8,000	8,000	0.0 %
4602	ELECTRICITY	0	0	1,000	1,000	1,000	0.0 %
4603	WATER	0	0	2,500	2,500	2,500	0.0 %
4608	SHOP MOBILITY	1,915	98	1,000	902	902	9.8 %
4612	CONTRACTOR CHARGE	11,585	3,578	10,000	6,422	6,422	35.8 %
4709	MAINTENANCE	569	0	500	500	500	0.0 %
	PUBLIC TOILETS :- Expenditure	173,834	3,676	23,000	19,324	0	19,324 16.0 %
1078	NEW HOMES BONUS	153,815	0	0	0		0.0 %
	PUBLIC TOILETS :- Income	153,815	0	0	0		
	Net Expenditure over Income	20,019	3,676	23,000	19,324		
<u>250. LACE HILL</u>							
4050	LACE HILL PLAYING FIELDS	11,677	2,468	11,000	8,532	8,532	22.4 %
4158	LACE HILL GAS	6,397	3,957	2,800	-1,157	-1,157	141.3 %
4159	LACE HILL ELECTRICITY	3,722	-1,875	2,500	4,375	4,375	-75.0 %
4160	LACE HILL WATER	855	301	2,500	2,199	2,199	12.0 %
4161	LACE HILL REPAIRS & MAINT	4,206	1,298	10,000	8,702	29	8,673 13.3 %
4162	LACE HILL CONTRACTOR	3,183	2,409	10,000	7,591	7,591	24.1 %

Month No : 7

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4163	LACE HILL ALARM	104	0	500	500		500	0.0 %
4164	LACE HILL EQUIPMENT	6,148	395	7,000	6,605		6,605	5.6 %
4166	LACE HILL EVENTS	0	0	0	0		0	0.0 %
4225	RATES	9,087	9,360	9,692	332		332	96.6 %
4605	HORTICULTURAL CONTRACT	3,506	4,472	4,709	237		237	95.0 %
	LACE HILL :- Expenditure	48,886	22,784	60,701	37,917	29	37,888	37.6 %
1026	LACE HILL COMMUNITY CENTRE	40,081	21,953	37,000	-15,047			59.3 %
	LACE HILL :- Income	40,081	21,953	37,000	-15,047			59.3 %
	Net Expenditure over Income	8,804	831	23,701	22,870			
<u>251</u>	<u>CHANDOS PARK</u>							
4106	PLAY AREA MAINTENANCE	96	289	500	211		211	57.8 %
4601	REPAIRS& MAINTENANCE FUND	1,440	2,187	2,975	788	800	-12	100.4 %
4602	ELECTRICITY	455	146	500	354		354	29.2 %
4603	WATER	2,640	745	1,500	755		755	49.7 %
4605	HORTICULTURAL CONTRACT	4,146	5,272	6,830	1,558		1,558	77.2 %
	CHANDOS PARK :- Expenditure	8,777	8,639	12,305	3,666	800	2,866	76.7 %
1030	BOWLS INCOME	550	550	550	0			100.0 %
1035	TENNIS COURT RENT	625	0	625	-625			0.0 %
	CHANDOS PARK :- Income	1,175	550	1,175	-625			46.8 %
	Net Expenditure over Income	7,602	8,089	11,130	3,041			
<u>252</u>	<u>BOURTON PARK</u>							
4106	PLAY AREA MAINTENANCE	401	127	1,000	873		873	12.7 %
4122	TREE WORKS	400	7,000	7,000	0		0	100.0 %
4601	REPAIRS& MAINTENANCE FUND	7,303	2,839	4,000	1,161		1,161	71.0 %
4605	HORTICULTURAL CONTRACT	11,285	12,897	20,471	7,574		7,574	63.0 %
	BOURTON PARK :- Expenditure	19,388	22,863	32,471	9,608	0	9,608	70.4 %
	Net Expenditure over Income	19,388	22,863	32,471	9,608			
<u>253</u>	<u>CEMETERY</u>							
4225	RATES	106	310	1,300	990		990	23.8 %
4601	REPAIRS& MAINTENANCE FUND	2,418	1,483	3,000	1,517	690	827	72.4 %
4602	ELECTRICITY	755	302	400	98		98	75.4 %
4605	HORTICULTURAL CONTRACT	4,985	4,372	6,806	2,434		2,434	64.2 %
4617	MEMORIAL TESTING	0	0	1,000	1,000		1,000	0.0 %
4620	EXPENSES RE BURIAL DUTIES	7,097	1,490	6,500	5,010		5,010	22.9 %

Month No : 7

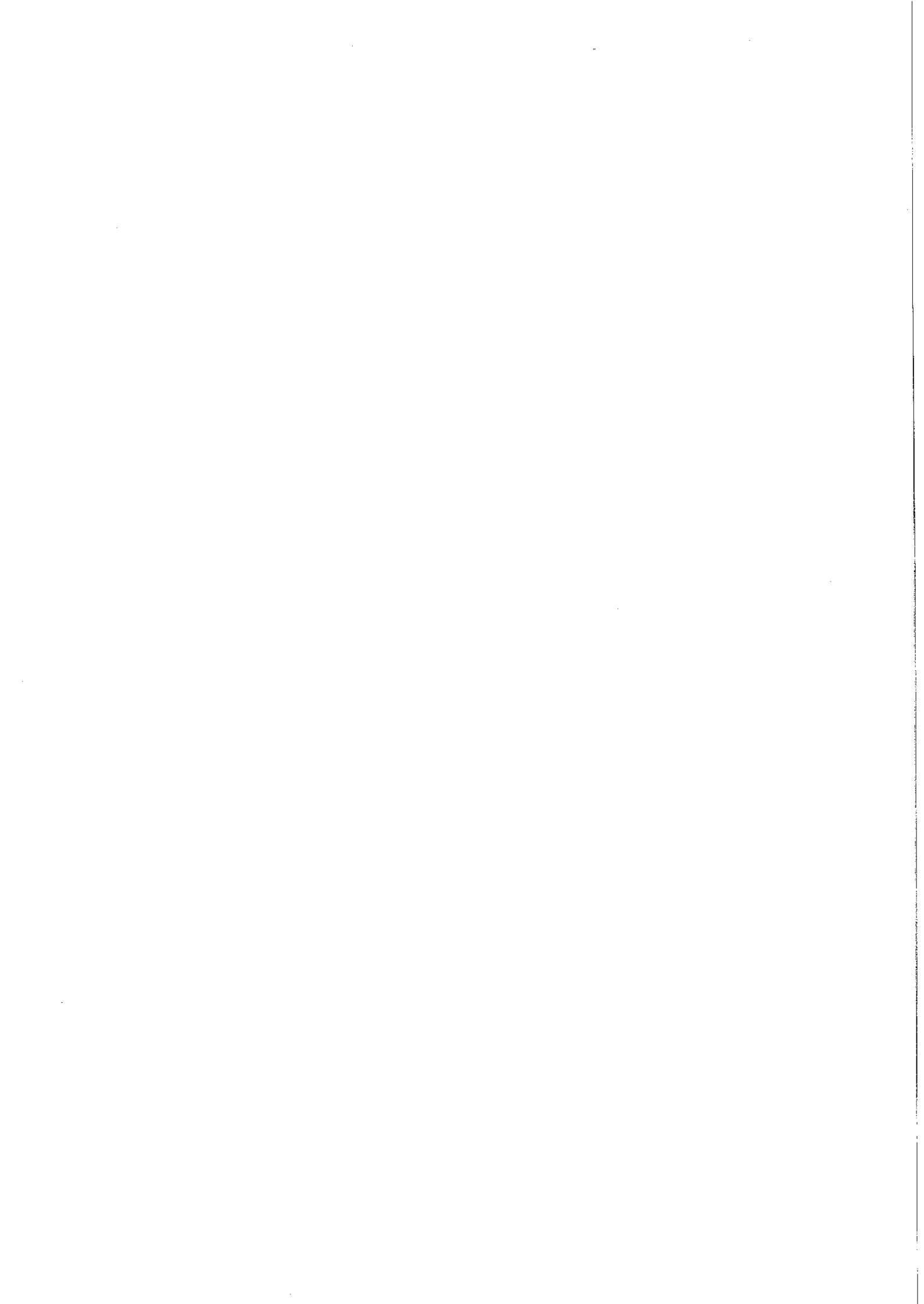
Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4621	NEW CEMETERY PLANNING	0	0	20,000	20,000		20,000	0.0 %
	CEMETERY :- Expenditure	15,361	7,957	39,006	31,049	690	30,359	22.2 %
1041	BURIAL FEES	24,959	9,750	12,500	-2,750			78.0 %
	CEMETERY :- Income	24,959	9,750	12,500	-2,750			78.0 %
	Net Expenditure over Income	-9,598	-1,793	26,506	28,299			
<u>254</u>	<u>CHANDOS PARK TOILETS</u>							
4612	CONTRACTOR CHARGE	10,270	8,250	9,000	750		750	91.7 %
4709	MAINTENANCE	403	850	1,000	150		150	85.0 %
	CHANDOS PARK TOILETS :- Expenditure	10,673	9,100	10,000	900	0	900	91.0 %
	Net Expenditure over Income	10,673	9,100	10,000	900			
<u>255</u>	<u>RAILWAY WALK & CASTLE HILL</u>							
4120	FRIENDS OF GROUPS	1,595	0	1,000	1,000		1,000	0.0 %
4122	TREE WORKS	402	0	1,500	1,500	740	760	49.3 %
4605	HORTICULTURAL CONTRACT	0	1,945	2,010	65		65	96.8 %
4709	MAINTENANCE	0	0	500	500		500	0.0 %
	RAILWAY WALK & CASTLE HILL :- Expenditure	1,996	1,945	5,010	3,065	740	2,325	53.6 %
	Net Expenditure over Income	1,996	1,945	5,010	3,065			
<u>256</u>	<u>STORAGE PREMISES</u>							
4066	GRENVILLE GARAGE RENT	599	299	650	351		351	46.0 %
	STORAGE PREMISES :- Expenditure	599	299	650	351	0	351	46.0 %
	Net Expenditure over Income	599	299	650	351			
<u>257</u>	<u>KEN TAGG PLAYGROUND</u>							
4106	PLAY AREA MAINTENANCE	92	72	500	428		428	14.4 %
4122	TREE WORKS	0	0	500	500	120	380	24.0 %
4605	HORTICULTURAL CONTRACT	491	614	786	172		172	78.1 %
	KEN TAGG PLAYGROUND :- Expenditure	583	686	1,786	1,100	120	980	45.1 %
	Net Expenditure over Income	583	686	1,786	1,100			
<u>258</u>	<u>CEMETERY LODGE</u>							
4034	PWLB REPAYMANTS INCL	4,702	2,351	4,702	2,351		2,351	50.0 %
4609	CEMETERY LODGE MAINT	1,800	290	2,000	1,710	1,460	250	87.5 %
	CEMETERY LODGE :- Expenditure	6,502	2,641	6,702	4,061	1,460	2,601	61.2 %

Month No : 7

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1061 CEMTERY LODGE RENTAL	10,098	5,028	10,530	-5,502			47.7 %
CEMTERY LODGE :- Income	10,098	5,028	10,530	-5,502			47.7 %
Net Expenditure over Income	-3,596	-2,387	-3,828	-1,441			
<u>259 OTTERS BROOK</u>							
4106 PLAY AREA MAINTENANCE	303	72	500	428		428	14.4 %
4122 TREE WORKS	0	0	150	150		150	0.0 %
4605 HORTICULTURAL CONTRACT	1,647	2,142	2,666	524		524	80.3 %
OTTERS BROOK :- Expenditure	1,950	2,214	3,316	1,102	0	1,102	66.8 %
Net Expenditure over Income	1,950	2,214	3,316	1,102			
<u>260 CCTV</u>							
4100 CCTV ONGOING COSTS	450	1,935	2,400	465	450	15	99.4 %
CCTV :- Expenditure	450	1,935	2,400	465	450	15	99.4 %
Net Expenditure over Income	450	1,935	2,400	465			
ENVIRONMENT :- Expenditure	503,625	213,681	484,567	270,886			46.3 %
Income	261,513	68,100	97,029	-28,929			70.2 %
Net Expenditure over Income	242,111	145,581	387,538	241,957			



**BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 22ND OCTOBER 2018
Proposed Budget for 2019/20.**

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	201	ENVIRONMENT				
3995		NI ENVIRONMENT	£10,278.00		£0.00	
3996		PENSION ERS ENVIRONMENT	£27,554.00		£0.00	
4005		ERS NATIONAL INS	£0.00	£10,600.00	£10,600.00	£10,812.00
4006		ERS PENSION CONT	£0.00	£35,400.00	£35,400.00	£36,108.00
4004		WAGES & SALARIES	£123,411.00	£149,600.00	£149,600.00	£192,261.00
4068		COMMUNITY SERVICE	£4,536.00	£6,240.00	£6,820.00	£6,500.00
4069		GRIT / SALT BINS	£0.00		£0.00	-
4101		SEATS AND BINS		£1,000.00	£1,000.00	£1,000.00
4112		ENVIRONMENT EQUIPMENT	£5,898.00	£7,000.00	£7,000.00	£7,000.00
		SOLAR LOAN REPAYMENT	£0.00	£9,500.00	£9,500.00	£9,500.00
4118		GREEN WASTE DISPOSAL	£0.00	£0.00	£500.00	£0.00
		TOTAL EXPENDITURE	£171,677.00	£219,340.00	£220,420.00	£263,181.00
		FIT RATE	£0.00	£0.00	£2,500.00	£2,500.00
		EXPORT RATE	£0.00	£0.00	£1,500.00	£1,500.00
		TOTAL INCOME	£0.00	£0.00	£4,000.00	£4,000.00
			£171,677.00	£219,340.00	£216,420.00	£259,181.00
4004- 2% increase and 2 additional staff.						

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	202	ROUNDBABOUTS				
		TOTAL EXPENDITURE	£4,787.00	£4,515.00	£8,900.00	£1,500.00
1051		ROUNDBABOUT NO 1 OPEN	£2,075.00	£2,127.00	£2,126.61	£2,177.65
1052		ROUNDBABOUT NO 2 ELLA	£1,106.00	£1,134.00	£1,134.13	£1,161.35
1053		ROUNDBABOUT NO 3	£1,815.00	£1,861.00	£1,860.82	£1,905.48
1054		ROUNDBABOUT NO 4 R & B	£2,314.00	£2,372.00	£2,372.31	£2,429.24
1056		ROUNDBABOUT NO 6 EUROLANE	£2,465.00	£1,684.00	£2,526.74	£2,587.38
1057		ROUNDBABOUT NO 7 RING ROAD	£1,257.00	£1,288.00	£1,288.07	£1,318.98
		TOTAL EXPENDITURE	£4,787.00	£4,515.00	£8,900.00	£1,500.00
		INCOME	£11,032.00	£10,466.00	£11,308.68	£11,580.08
			-£6,245.00	-£5,951.00	-£2,408.68	-£10,080.08
RPI % uplift added to sponsorship(2.4%)						

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	203	MAINTENANCE				
4063		VEHICLE HIRE AND RUNNING	£5,148.00	£20,000.00	£20,000.00	£25,000.00
4082		ALLOTMENTS	£1,500.00	£1,500.00	£1,500.00	£2,000.00
4102		DOG BINS	£4,520.00	£5,000.00	£5,000.00	£5,000.00
		TOTAL EXPENDITURE	£11,168.00	£26,500.00	£26,500.00	£32,000.00
			£11,168.00	£26,500.00	£26,500.00	£32,000.00

4063-£8k running costs plus new vehicle purchase £17k(to add to £18k from under-spend in 2018-19)

The Allotment Society have requested an increase due to increasing rent.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	204	DEVOLVED SERVICES				
		TOTAL EXPENDITURE	£20,599.00	£20,353.00	£22,000.00	£20,353.00
1017		INCOME	£20,353.00	£20,353.00	£20,353.00	£20,353.00
			£246.00		£1,647.00	

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	248	DEPOT				
4013		EQUIPMENT PURCHASE				
4055		ALARM	£630.00	£400.00	£400.00	£400.00
4225		RATES	£3,868.00	£3,984.00	£4,500.00	£4,500.00
4601		REPAIRS& MAINTENANCE FUND	£481.00	£400.00	£500.00	£500.00
4602		ELECTRICITY	£933.00	£2,500.00	£2,500.00	£2,500.00
4603		WATER	£485.00	£1,500.00	£1,500.00	£1,500.00
		TOTAL EXPENDITURE	£6,397.00	£8,784.00	£9,400.00	£9,400.00
			£6,397.00		£9,400.00	

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	249	PUBLIC TOILETS				
4074		TOILET CAPITAL	£159,764.00		£0.00	
4225		RATES	£0.00	£8,000.00	£8,000.00	£8,000.00
4602		ELECTRICITY	£0.00	£1,000.00	£1,000.00	£1,000.00
4603		WATER	£0.00	£2,500.00	£2,500.00	£2,500.00
4608		SHOP MOBILITY	£1,915.00	£1,000.00	£1,000.00	£1,000.00
4612		CONTRACTOR CHARGE	£11,585.00	£9,674.00	£10,000.00	£10,450.00
4709		MAINTENANCE	£569.00	£500.00	£500.00	£500.00
		TOTAL EXPENDITURE	£173,833.00	£22,674.00	£23,000.00	£23,450.00
1078		NEW HOMES BONUS	£153,815.00			
			£20,018.00	£22,674.00	£23,000.00	£23,450.00

4612 - £450 increase to allow for Contract %uplift

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	250	LACE HILL				
4050		LACE HILL PLAYING FIELDS	£11,677.00	£9,000.00	£11,000.00	£9,000.00
4158		LACE HILL GAS	£6,397.00	£5,200.00	£2,800.00	£5,000.00
4159		LACE HILL ELECTRICITY	£3,722.00	£2,500.00	£2,500.00	£2,500.00
4160		LACE HILL WATER	£855.00	£2,500.00	£2,500.00	£2,500.00
4161		LACE HILL REPAIRS & MAINT	£4,206.00	£10,000.00	£10,000.00	£10,000.00
4162		LACE HILL CONTRACTOR	£3,183.00	£3,500.00	£10,000.00	£3,500.00
4163		LACE HILL ALARM	£104.00	£500.00	£500.00	£500.00
4164		LACE HILL EQUIPMENT	£6,148.00	£3,000.00	£7,000.00	£3,000.00
4166		LACE HILL EVENTS	£0.00		£0.00	
4225		RATES	£9,087.00	£9,360.00	£9,691.50	£9,600.00
4605		HORTICULTURAL CONTRACT	£3,506.00	£6,078.00	£4,709.00	£0.00
		TOTAL EXPENDITURE	£48,885.00	£51,638.00	£60,700.50	£45,600.00
1026		TOTAL INCOME	£40,081.00	£37,000.00	£37,000.00	£40,000.00
			£8,804.00	£14,638.00	£23,700.50	£5,600.00

4166-remove now in TC&E. 4050- Reduction in pitch maintenance costs 4158- Accurate cost of Gas supply. 4161 - more accurate cost of maintenance contracts. 4164 - reduction in amount of equipment required.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	251	CHANDOS PARK				
4122		TREE WORKS				£2,000.00
4106		PLAY AREA MAINTENANCE	£96.00	£500.00	£500.00	£3,500.00
4601		REPAIRS& MAINTENANCE FUND	£1,440.00	£2,000.00	£2,000.00	£2,000.00
4602		ELECTRICITY	£455.00	£450.00	£500.00	£500.00
4603		WATER	£2,640.00	£1,500.00	£1,500.00	£1,500.00
4605		HORTICULTURAL CONTRACT	£4,146.00	£6,306.00	£6,830.00	£0.00
		TOTAL EXPENDITURE	£8,777.00	£10,756.00	£11,330.00	£9,500.00
1030		BOWLS INCOME	£550.00	£550.00	£550.00	£550.00
1035		TENNIS COURT RENT	£625.00	£625.00	£625.00	£625.00
		TOTAL INCOME	£1,175.00	£1,175.00	£1,175.00	£1,175.00
		Expenditure over income	£7,602.00	£9,581.00	£10,155.00	£8,325.00

4122-New budget Line added; £2000 Tree Works.4106- addition of £3000 for safety surfacing and roundabout repairs required.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	252	BOURTON PARK				
4106		PLAY AREA MAINTENANCE	£401.00	£1,000.00	£1,000.00	£1,000.00
4122		TREE WORKS	£400.00	£7,000.00	£7,000.00	£7,000.00
4601		REPAIRS& MAINTENANCE FUND	£7,303.00	£4,000.00	£4,000.00	£4,000.00
4605		HORTICULTURAL CONTRACT	£11,285.00	£17,002.00	£20,471.00	£0.00
4708		PLAY EQUIPMENT	£0.00		£0.00	£10,000.00
		TOTAL EXPENDITURE	£19,389.00	£29,002.00	£32,471.00	£22,000.00
1078		NEW HOMES BONUS	£0.00		£0.00	
		TOTAL INCOME	£0.00		£0.00	
			£19,389.00	£29,002.00	£32,471.00	£22,000.00

4708-Toddlers Play area new fence required.
Horticultural contract ended and work now being provided in-house.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	253	CEMETERY				
4225		RATES	£106.00	£750.00	£1,300.00	£1,000.00
4601		REPAIRS& MAINTENANCE FUND	£2,418.00	£3,000.00	£3,000.00	£3,000.00
4602		ELECTRICITY	£755.00	£400.00	£400.00	£400.00
4605		HORTICULTURAL CONTRACT	£4,985.00	£6,146.00	£6,806.00	£0.00
		MEMORIAL TESTING	£0.00	£1,000.00	£1,000.00	£2,000.00
4620		EXPENSES RE BURIAL DUTIES	£7,097.00	£6,500.00	£6,500.00	£6,500.00
4621		NEW CEMETERY PLANNING	£0.00	£20,000.00	£20,000.00	£0.00
		TOTAL EXPENDITURE	£15,361.00	£37,796.00	£39,006.00	£12,900.00
1041		BURIAL FEES	£24,959.00	£15,000.00	£12,500.00	£15,000.00
1045		CEMETERY WAR GRAVES COMM	£0.00	£0.00	£0.00	£0.00
		TOTAL INCOME	£24,959.00	£15,000.00	£12,500.00	£15,000.00
		Expenditure over income	-£9,598.00	£22,796.00	£26,506.00	-£2,100.00
4620- Vire to Earmarked reserves 2019/20 if not spent for new Cemetery. Possible addition of £7500 for additional section of footpath depending on results of Tier1 Risk Assessment.						

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	254	CHANDOS PARK TOILETS				
4612		CONTRACTOR CHARGE	£10,270.00	£12,700.00	£9,000.00	£13,000.00
4709		MAINTENANCE	£403.00	£1,000.00	£1,000.00	£1,000.00
		TOTAL EXPENDITURE	£10,673.00	£13,700.00	£10,000.00	£14,000.00
			£10,673.00		£10,000.00	

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	255	RAILWAY WALK & CASTLE HILL				
4120		FRIENDS OF GROUPS	£1,595.00	£800.00	£1,000.00	£1,000.00
		HORTICULTURAL CONTRACT	£0.00	£2,360.00	£2,010.00	£0.00
		MAINTENANCE	£0.00	£500.00	£500.00	£500.00
4122		TREE WORKS	£402.00	£1,500.00	£1,500.00	£1,500.00
		TOTAL EXPENDITURE	£1,997.00	£5,160.00	£5,010.00	£3,000.00
			£1,997.00		£5,010.00	
Horticultural contract ended and work now being provided in-house.						

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	256	STORAGE PREMISES				
4053		GRENVILLE	£0.00		£0.00	
4066		GRENVILLE GARAGE RENT	£699.00	£650.00	£650.00	£650.00
4073		COLLEGE FARM	£0.00		£0.00	
		TOTAL EXPENDITURE	£699.00	£650.00	£650.00	£650.00
			£699.00		£650.00	

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	257	KEN TAGG PLAYGROUND				
4106		PLAY AREA MAINTENANCE	£92.00	£500.00	£500.00	£500.00
4122		TREE WORKS	£0.00	£500.00	£500.00	£250.00
4123		PLAYGROUND REFURBISHMENT	£0.00		£0.00	
4605		HORTICULTURAL CONTRACT	£491.00	£732.00	£786.00	£0.00
		TOTAL EXPENDITURE	£583.00	£1,732.00	£1,786.00	£750.00
4122- £250 reduction, re-allocated to Otters Brook (259/4122)						

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	258	CEMETERY LODGE				
4034		PWLB REPAYMENTS INCL	£4,702.00	£4,702.00	£4,702.00	£4,702.00
4225		RATES	£0.00		£0.00	
4609		CEMETERY LODGE MAINT	£1,800.00	£2,000.00	£2,000.00	£5,000.00
		TOTAL EXPENDITURE	£6,502.00	£6,702.00	£6,702.00	£9,702.00
1061		CEMETERY LODGE RENTAL	£10,098.00	£10,530.00	£10,530.00	£10,530.00
		TOTAL INCOME	£10,098.00	£10,530.00	£10,530.00	£10,530.00
			-£3,596.00	-£3,828.00	-£3,828.00	-£828.00
4609- £3000 increase, flashing requires replacing on Lodge.						

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	259	OTTERS BROOK				
4106		PLAY AREA MAINTENANCE	£303.00	£500.00	£500.00	£500.00
4122		TREE WORKS	£0.00	£0.00	£150.00	£400.00
4605		HORTICULTURAL CONTRACT	£1,647.00	£2,406.00	£2,666.00	£0.00
		TOTAL EXPENDITURE	£1,950.00	£2,906.00	£3,316.00	£900.00
			£1,950.00		£3,316.00	
4122- £250 re-allocated from Ken Tagg Tree works(257/4122)						

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
	260	CCTV				
4100		CCTV ONGOING COSTS	£450.00	£2,275.00	£2,400.00	£1,600.00
		TOTAL EXPENDITURE	£450.00	£2,275.00	£2,400.00	£1,600.00
			£450.00		£2,400.00	

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
		PLAY AREA REPLACEMENT				£15,000.00
New Budget line to build a reserve to replace play areas when they come to end of life (potentially to be vired to earmarked reserve at year end)						

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
		GROUNDS MAINTENANCE				
		MACHINERY MAINTENANCE				£2,000.00
		FUEL				£3,000.00
		SUNDRIES				£1,500.00
		WASTE DISPOSAL				£1,800.00
		TOTAL EXPENDITURE				£8,300.00
New Cost Centre and Account Codes Req. Expenses due to bringing Grounds Maintenance in-house						

		TOTALS:	Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
		ENVIRONMENT TOTAL EXPENDITURE	£503,727.00	£464,483.00	£483,591.50	£493,786.00
		INCOME	£261,513.00	£94,524.00	£96,866.68	£102,638.08
		TOTAL EXPENDITURE OVER INCOME	£242,214.00	£369,959.00	£386,724.82	£391,147.92
					Budget Increase 1.14% of:	

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
4605		Horticultural Contract (Totals)				
		Expenditure		£45,545.00	£53,178.00	£0.00
This is now in-house shown for information.						

Buckingham & District Angling Association

Founded 1910

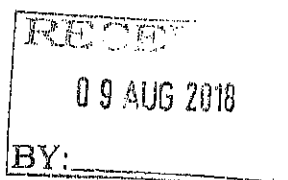


President: Pete Williams (Trustee)
 Chairman: Barry Smith
 Vice-Chairman: Walter Barnes
 Treasurer: Simon Bumstead (Trustee)

BDAA
 10 Moreton Drive
 Buckingham
 MK18 1JQ

8th August 2018

Buckingham Town Council
 The Buckingham Centre
 Verney Close
 Buckingham
 Buckinghamshire
 MK18 1JP



Dear Sir / Madam

RE: Recent Pollution Event of the Great River Ouse

The Buckingham & District Angling Association have been in existence since 1910 and have always been linked with the Great Ouse, promoting fishing in the natural environment. The club have also been involved, over the last few years, with running coaching events for local youngsters at our lake Woodfields, near Preston Bissett. We have had over 100 youngsters attend one of our taster sessions with over 20 signing up to the more structured sessions we run in conjunction with the Angling Trust. These events promote responsible angling, increased environmental awareness, respect for the countryside as well as developing their fishing skills.

Over the last 108 years the club has provided the local community with a beneficial recreational outdoor pursuit with opportunities to fish a variety of river venues. As the town grows more will need to be done in developing opportunities for people to enjoy local leisure activities.

However, the recent pollution event of the Great Ouse has and will continue to have a devastating impact on the quality of fishing in the area over the next few years and may will challenge the on-going viability of our own club.

We therefore need to do something to mitigate the risk to the club and are now keen to work more closely with the local community and various stakeholders to aid and support the recovery of the river to a state at least equal if not better than it was before the pollution event occurred.

To help the club and the local community we would like to approach the town council to allow us to lease from them the fishing rights to the waters that the council owns. The reason for this is that we would like to work with the council to improve the river environment and the quality of fishing. We would also want to promote access to the river Ouse as a fishery for the local community and continue with the coaching of youngsters in the art of fishing particularly on running water. We also would want to encourage legal fishing and good fish welfare with the support of the Environment Agency (EA) and Angling Trust.

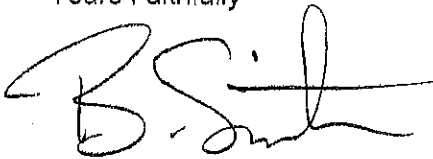
Continued ...

Therefore, we are keen to meet with the council to discuss if this would be mutually beneficial approach in order to develop a partnership with the council and other stakeholders. The aim would be to work together with the EA to develop a plan for the next five years to ensure we establish a healthy river environment throughout the parks and Upper Ouse that allows accessibility for all anglers to carry-out their passion for responsible fishing, with fish welfare at its heart.

We are going to work with and support the EA as it works through the recovery phase it is currently developing. We believe this will enable our club to thrive again and continue to be an asset to the local community.

Thank you for your consideration in this matter. We look forward to hearing from you.

Yours Faithfully

A handwritten signature in black ink, appearing to read 'B. Smith', with a large, sweeping flourish at the end.

Barry Smith
Chairman

BUCKINGHAM TOWN COUNCIL**ENVIRONMENT COMMITTEE****MONDAY 22nd October 2018****Contact Officer:** Lee PhillipsProvision of public water bottle filling station**Background:**

Following requests from the previous meeting (902/17) the following report suggests how we might proceed with providing public water bottle refill stations across Buckingham.

Information:

Environment Committee of the 5th April 2018 agreed: "that the Town Council seek opportunities for the installation of public drinking fountains in appropriate locations, in particular the Buckingham parks." The Green Flag standard encourages the provision of drinking fountains near sports facilities and playgrounds. In a wider context, there is a current trend for the promotion and provision of external drinking fountains to reduce plastic water bottle consumption. The benefits of free potable water include improved user health and wellbeing. Water fountains may also lead to improved park user satisfaction and further improve resident's perception of Buckingham's parks.

Site requirements:

- Easily accessible, hard surface access path and hard standing area for user.
- Unit design appropriate to context, e.g. does not create an adverse visual impact
- Easy access to plumbing including waste water
- Site with natural surveillance, to deter vandalism

In addition to the general issues of aesthetics and functionality, the design should consider;

- Maintenance issues – easily maintained, vandal resistant, corrosion proof, easy
- access to plumbing
- Hygiene - easily cleaned, consider covered spout (to prevent mouth touching it), and design to deter contamination.
- Water quality improvement - inbuilt water filter
- Ability to turn off water supply in winter
- Accessibility - consider accessibility for all potential users, e.g. children, wheelchair users
- Robust/vandal resistant

The estimated annual cost of maintenance of a drinking fountain is £150-200. It is estimated that a fountain would require one inspection visit, every week which could be undertaken by the Greenspaces Team. Repair work, testing and sampling may also be required.

There are a variety of water drinking fountains available. Wall mounted drinking fountains tend to be cheaper but require a higher level of installation costs creating an alcove in an external wall. Access to the water supply and water waste can often be managed by drilling through an external wall. Whereas floor standing drinking fountains may require customers to extend their water supply to the point at which the drinking fountain is installed. All outdoor drinking water fountains can be plumbed into the waste water supply. Considering the site requirements the most suitable unit for a public park would be:

Outdoor Bottle Filling Station

Key Features

- Floor standing version
- Corrosion-resistant base material provides the ultimate protection from the elements
- Finish resists stains and corrosion
- Heavy-gauge construction with tamper-resistant screws
- Laminar flow provides clean fill with minimal splash
- Mechanically activated water dispenser button continues to supply water in the event of service disruptions
- Non-refrigerated
- Non-filtered
- Lead-free design for optimal safety
- Easy to keep clean
- Designed for outdoor use and built to withstand all weather conditions
- Freeze-resistant options available
- Available in 12 different colours
- Suited to indoor or outdoor use
- 1327mm high
- 181mm diameter



Potential location of fountains within Buckingham:

1. Chandos Park Toilet Block
2. Town Centre
3. Lace Hill Sports & Community Centre.
4. Bourton Park – Floor standing model within the senior's Play Park.

Approximate Costs:

Company A	
Model M-OBFM stainless steel pedestal mounted outdoor bottle filler. Green finish manual push button.	736.25
Ground anchor plate	247
Underground freeze resistant value	832.25
Delivery	Free
Total	£1815.50

Company B	
Pedestal mounted bottle filler	£2595
Maintenance	£150 per annum
Underground freeze resistant value	It is advised during prolonged weather of below freezing that the water source is turned off and the fountain drained.
Installation	£200-400 dependent on site survey
Total	£2945-£3145

Company C	
Elkay 4400BF Green outdoor refill station	£2245
Maintenance	£178 (2x services per annum)
Underground freeze resistant value	£119.95
Delivery	£75
Total	£2617.95

Funding

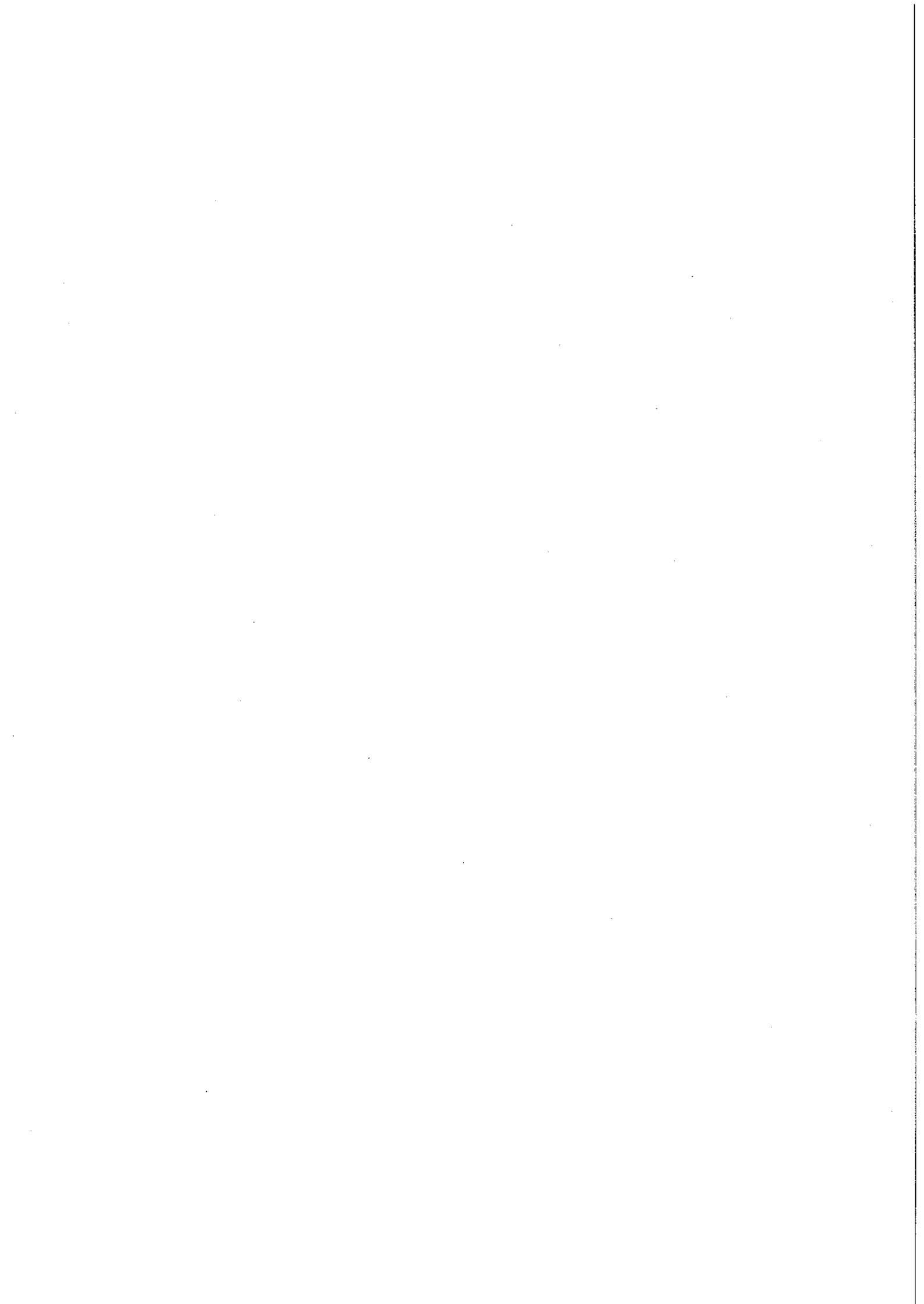
A proposal has been submitted for the Local Area Forum to provide funding for the station. If agreed, this would be conditional on the Town Council confirming support and agreeing to meet the annual maintenance cost of £200 per year.

Recommendation:

It is recommended that:

The Committee agree for the Town Council to provide the ongoing maintenance cost of £200 per year if the Local Area Forum agree to fund the station.

The Committee agree for the Town Council to purchase the unit, installation and maintenance packages from Company B if the Local Area Forum do not fund the station. This unit is the most popular outdoor water bottle filler with local authorities and it is recommended that one unit is installed outside of the Chandos Park toilet block. In this case the water bottle filler would be purchased through an increase in the precept for 2019/20.



BUCKINGHAM TOWN COUNCIL

ENVIRONMENT COMMITTEE

MONDAY 22ND OCTOBER 2018

Contact Officer: Lee Phillips

Investigations required at Brackley Road Cemetery

Background:

With the new Cemetery most likely to take more than 2 years to be ready for use more grave space at the Brackley Road Cemetery is required to continue to be able to provide burial space, further Investigations are required to see if it is possible to use the bottom area of the Cemetery.

Information:

It is a statutory requirement under the Environmental Permitting Regulations 2016, the Water Resources Act 1991 and the Anti Pollution Works Notice Regulations 1999 that measures are taken to protect groundwater from potential pollution sources. The Environment Agency have recently updated their guidance and both new and existing burial sites. A Risk assessment is required to comply with minimum groundwater protection requirements, a tier 1 risk assessment will be required to evaluate the potential harm to groundwater.

If the area can be used the ground will require levelling across some of the proposed area. 24m length of additional tarmac path will need to be installed to provide good access to the area and a section of the existing Field Maple hedge will be reduced in height to approximately 1m to open up visibility in and out of the area to make it appear more a part of the existing cemetery. The existing trees within the hedge will also require pruning. Approximately £7500 will need to be allowed for in the 2019/20 precept with the path being installed in April 2019 if the risk assessment states the area is usable. Prices have been sought from 2 cemetery consultancy companies and the best proposal was given by Peter Mitchell Associates at a cost of £1000 which includes a report from the Geological Society.

Recommendation:

That a Tier 1 risk assessment in regards to ground water is carried out by a specialist cemetery company to establish if the area could potentially be used for Burials and that £1000 to be taken from 4112/201.

BUCKINGHAM TOWN COUNCIL

ENVIRONMENT COMMITTEE

MONDAY 22nd OCTOBER 2018

Contact Officer: Lee Phillips

Devolved Services Agreements**Current Devolved Arrangement****Background:**

The current 4 year agreement with Buckinghamshire County Council comes to an end at the end of March 2019 and a decision is required as to if the Town Council wish to continue with the agreement for a further 4 years. The offer is to continue with the same specification for the same budget.

Information:

Last years budget is shown below along side the predicted budget for 2019/20 if the grass cutting regime remains as we have.

	Costs 2018/19		Forecast 2019/20	
	Occasions per year	Cost per year	Occasions per year	Cost per year
Enterprise Agency	10 cuts	£11,730.00	10	£11,230.00
Grass cutting of estate verges				
Replacement equipment (2 pedestrian mowers)				£1,000.00
Bypass Cut	8 cuts	£6,000.00	8 cuts	£6,000.00
Carried out in-house	(3 staff 2 days)			
Weed spray kerb edging	1 spray	£1,000.00	1	£1,000.00
Carried out in-house	(8 staff days)			
Hedge cutting	1 cut	£1120.00	1	£820.00
Inc. letters & RoW clearance	(av. 20 letters per year)			
Admin /street furniture maintenance/ <u>not</u> 'Minor Works'		£500.00		£300.00

	Total:	£20,350.00		£20,350.00

One possibility to make savings is for parts of the bypass to be allowed to become wildflower areas. A 1.5m strip will still be mown regularly along the kerb edges/road side and wider areas cut on all corners for visibility, then the larger areas can be cut once a year. This would also have the additional benefit for promoting wildlife. This would give an approximate saving of £1,800 per year which could be reallocated to other another area of the devolved services contract.

Appendix A details what is included in the devolved agreement. This does not include any 'Minor Works'.

Option for Additional Devolved Arrangement

In addition to the current arrangement, Buckinghamshire County Council to employ a contractor to carry out minor works on the highway.

The budget provided would be £16,800 for the year. This is calculated based on the Town Council being able to employ a local contractor for 2 days per month at £700 per day.

The Town Council would be able to employ a contractor with New Roads and Street Works Act accreditation. In practice this would mean working with a local contractor who is licensed for example to install kerbs.

The Town Council would specify the works to be carried out. BCC would not reduce TfB's maintenance budget or level of activity for Buckingham. The funding would enable the Town Council to arrange repairs such as local residential roads (minor roads only, within the 30mph speed limit).or pavement surfaces; kerbs, signs, or bollards. The offer is a one year rolling contract with an "easy out" if it does not work as expected.

Accepting the offer would enable the authority to undertake work without the responsibility of maintaining a statutory defence. Works would need to be warranted for two years.

Recommendation:

That members agree to continue with the current devolved services agreement for the next 4 years with Buckinghamshire County Council.

That members agree to accept funding for one year initially to arrange for minor works on the highway, conditional on a contractor being found who can carry out works within the available budget to the Town Council's requirements.

Appendix A Current Devolved Service Specification

FIRST SCHEDULE

Devolved Activity	Service & Description	Minimum Standard	Health and Safety	Conditions and Restrictions	Current Standards and Frequencies
<p>Urban Grass Cutting</p>	<p>Urban Grass Cutting - Cutting of urban grass verges, as defined on the Parish Overview Map provided.</p>	<p>Information on traffic signs is legible to oncoming road users. Cuttings must be left to mulch on the road side, disposed of commercially or composted in the community. They must not be taken to the local household recycling site.</p>	<p>Personal Protective equipment (PPE) is worn/used. Correct type of grass cutting equipment used for different environments (steep verges, etc). A risk assessment must be carried out. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>Staff undertaking work should be competent, familiar with the Red Book and the Code of Practice, and also adhere to Health & Safety requirements in terms of risk assessments and PPE.</p>	<p>Grass should be cut as frequently as necessary so as not to restrict visibility. Arisings should be kept away from road and pavement areas. Activity is frequency based, generally performed 6 times per year between March and October.</p>
<p>Hedging</p>	<p>Hedge cutting - Cutting hedges/trees/shrubs which are a danger to road users/pedestrians. Frontagers/landowners must be identified/ found in the first instance and issued hedge cutting notices (see Serving Hedge Cutting Notices below). If they still cannot be found or they have not cut the hedge (and it is still causing obstruction and/or danger to public highway), cut the hedge/tree/shrub.</p>	<p>Information on traffic signs is legible to oncoming road users. Visual displays are clear.</p>	<p>Personal Protective equipment (PPE) is worn/used when working on/near carriageways. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>Staff undertaking work should be competent, familiar with the Red Book and the Code of Practice, and also adhere to Health and Safety requirements in terms of risk assessments and PPE.</p>	<p>No specific standards although hedges are usually be trimmed to A-shape, which promotes healthy growth. Activity is reactive, performed as required throughout the year, but with a general proviso to avoid the nesting season (April – August).</p>
	<p>Serving of hedge cutting notices - Send requests (Templates 1 and 2) to frontagers/landowners to deal with hedges, trees or shrubs that are causing an obstruction and/or danger to the public highway. If no co-operation, refer to BCC Legal to issue Enforcement Notice and on expiry, cut hedge/tree/shrub.</p>	<p>Information on traffic signs is legible to oncoming road users. Visual displays are clear. Footways and RoW are accessible to pedestrians; and bridleways to pedestrians and horses.</p>	<p>N/A</p>	<p>Administered in accordance with the procedures attached (in Appendix B) but not including instigating legal proceedings.</p>	<p>Follow process as detailed in Hedge cutting Process Flow document. Activity is reactive, performed as required throughout the year, but with a general proviso to avoid the nesting season (April – August).</p>

Devolved Activity	Service & Description	Minimum Standard	Health and Safety	Conditions and Restrictions	Current Standards and Frequencies
Siding Out	<p>Siding out of overgrown footways</p> <ul style="list-style-type: none"> - Preventing the encroachment of verge soil and growth onto the footway. This is essential if overgrown footways are obscuring visual splays. 	<p>Access for all pedestrian users is maintained along the footpath.</p>	<p>Personal Protective equipment (PPE) is worn/used when working on/near carriageways. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>Staff undertaking work should be competent and also adhere to Health & Safety requirements in terms of risk assessments and PPE.</p>	<p>No specific standards. Maintain clear sight to mandatory traffic signs. Activity is reactive, performed as required throughout the year.</p>
	<p>Trimming vegetation obstructing footways (or liaising with landowner to carry out where appropriate)</p> <ul style="list-style-type: none"> - Where vegetation is obstructing footway this should be removed to ensure pedestrians can navigate the route. 	<p>Footways must be removed of all obstructions. Footways are accessible to pedestrians. Encroaching grass must be cut out of footways. Where landowners are involved they must be made aware of their obligations and prompted to clear footways.</p>	<p>Personal Protective equipment (PPE) is worn/used when working on/near carriageways. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>Staff undertaking work should be competent and also adhere to Health & Safety requirements in terms of risk assessments and PPE.</p>	<p>No specific standard. Maintain clear sight to mandatory traffic signs. Activity is reactive, performed as required throughout the year.</p>
Rights of Way	<p>Rights of Way clearance</p> <ul style="list-style-type: none"> - As per the provided Annual Clearance Portfolio Map. Includes paths listed on BCCs annual clearance schedule (bridleways, footpaths, byways and restricted byways). Clearance means surface mowing on the public rights of way network up to the parish boundary where landowners have not carried this out. The landowner is responsible for ensuring hedges and trees are safe and if they fall across the public right of way they are removed. They also have responsibility for cutting hedge growth across a right of way. 	<p>Rights of way are accessible for pedestrians. Legal minimum width is 1.5meters for a public footpath and 3meters for a public bridleway. Right to demand that an obstruction is removed and to recover costs of removal. Clearance does not include hedge cutting, clearing of side growths or cutting down trees.</p>	<p>Personal Protective equipment (PPE) is worn/used. Correct type of equipment used for different environments (steep verges etc). A risk assessment must be carried out. Legislation relating to safe working on/near carriageways must be observed.</p>	<p>Staff undertaking work should be competent, familiar with the Red Book and the Code of Practice, and also adhere to Health & Safety requirements in terms of risk assessments and PPE. Clearance of natural vegetation applies. Where clearance of arable crops is required, this is the sole duty and responsibility of the landowner to remove.</p>	<p>No specific standard. RoW should be maintained so as to ensure clear access and remove safety concerns. Activity is reactive and is performed as required throughout the year. Hedge trimming should avoid the nesting season (between April and August).</p>

Devoiced Activity	Service & Description	Minimum Standard	Health and Safety	Conditions and Restrictions	Current Standards and Frequencies
Weed Killing	<p>Weed control of noxious and injurious types on footways</p> <ul style="list-style-type: none"> - Control the spread of weeds which can damage habits and agricultural land. These are: <ul style="list-style-type: none"> • Common ragwort • Creeping thistle • Field thistle • Spear thistle • Curled and broad-leaved dock. 	<p>To maintain green cover and protect habitats. Do not apply herbicide within two metres of the centre of a hedgerow, watercourse or field ditch, or within one metre of the top of the bank of a watercourse or field ditch.</p>	<p>Specific training in safe use of chemicals. The employer is responsible for providing all PPE stated on the herbicide's label. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>Staff undertaking work should be LANTRA (or equivalent) accredited, trained and also adhere to Health and Safety requirements in terms of risk assessments and PPE.</p>	<p>There is no absolute requirement to eradicate weeds, but to control and reduce spread where possible. Injurious weeds in locations of public access should be eradicated.</p> <p>Activity is reactive, dependent upon identification of weed growth and method of control, carried out during the growing season (generally March to October).</p>
Maintenance	<p>Maintenance of BCC street furniture including minor repair or repainting</p> <ul style="list-style-type: none"> - Maintaining street furniture (defined as above street-level, objects on and at rear of footways), such as sign-posts, signs, seating, cycle racks, decorative bollards and village gateway features. Minor repairs to traffic sign - Such as tightening of brackets where a sign has slipped. Signs that are badly damaged (e.g. bent, buckled) must be reported to TfB for repair. 	<p>Inspect street furniture and undertake minor repairs (e.g. replace loose clips, tightening nuts/bolts, remove graffiti and cleaning) or repainting, using approved items. Report major damage or vandalism to local LAT.</p> <p>Information on Hazard and Speed limit signs must be clearly visible and legible to oncoming road users.</p>	<p>Personal Protective equipment (PPE) is worn/used when working on/near carriageways. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>EXCLUDES any items with electrical feed (i.e. lit), e.g. street lights, lighting columns, lit signs and lit bollards.</p> <p>Limited to BCC street furniture erected within the public highway (defined as above street-level, objects on and at rear of footways).</p>	<p>Unless activity is non-technical, seek advice from local LAT on standard required, specification/colour of paint and approved materials list.</p> <p>Activity is reactive, carried out on a prioritised basis throughout the year.</p> <p>Use sign clips and materials supplied through local depot where possible. Consult local LAT if in doubt.</p> <p>Activity is reactive, carried out on a prioritised basis throughout the year.</p> <p>Use sign clips and materials supplied through local depot where possible. Consult local LAT if in doubt.</p> <p>Activity is reactive, carried out on a prioritised basis throughout the year.</p>
	<p>Cleaning of traffic signs</p> <ul style="list-style-type: none"> - Information on Hazard and Speed limit signs must be legible to oncoming motorists. 	<p>Signs must be clearly visible. It is advised that they are cleaned with cold soapy water and a brush.</p>			

Developed Activity	Service & Description	Minimum Standard	Health and Safety	Conditions and Restrictions	Current Standards and Frequencies
Maintenance	<p>Removal of fly posters and other illegal signs</p> <ul style="list-style-type: none"> - Fly posters and signs which are illegally erected must be removed to ensure the general tidiness and maintenance of the network. This becomes essential if they obscure signs. 	<p>Limited to those erected within the public highway or attached to street furniture. Procedure outlined in Appendix C.</p>	<p>Health and Safety</p>	<p>Limited to those erected in the public highway or attached to street furniture in accordance with procedure attached at Appendix C.</p>	<p>No specific standards exist. Activity is reactive, carried out on a prioritised basis throughout the year.</p>
	<p>Checking for obstructions to footways</p> <ul style="list-style-type: none"> - Check that footways are clear of obstructions, such as scaffolding and debris, and arrange for removal. A vehicle blocking a vehicular access or footway should be reported to the local police, as they have sole enforcement powers. 	<p>Footways are accessible for pedestrians.</p>	<p>Personal Protective equipment (PPE) is worn/used when working on/near carriageways. Legislation relating to safe working on/near carriageways must be observed. When using specialist equipment staff must be properly trained.</p>	<p>N/A</p>	<p>No specific standard exists. Footpaths should where practicable remain clear for pedestrian usage over their entire width (usually 1.2m width minimum). Safety must be maintained at all times. Activity is reactive, carried out on a prioritised basis throughout the year.</p>
	<p>Approval of charity event advertising signage</p> <ul style="list-style-type: none"> - Charity event advertising signage may be put up, however, this must be approved by the Parish and is deemed illegal if put up without approval. 	<p>Limited to the locations listed and administered in accordance with procedure outlined in Appendix A.</p>	<p>N/A</p>	<p>Limited to locations listed and administered in accordance with procedure attached at Appendix A.</p>	<p>No particular standards exist. However, signing must be legible, easily read by motorist, safely positioned so as not to cause distraction or hindrance and securely fastened in place. No sign of greater than 0.3m x 0.3m should be fastened to any form of existing sign pole. Activity is reactive, carried out on a prioritised basis throughout the year.</p>

BUCKINGHAM TOWN COUNCIL

ENVIRONMENT COMMITTEE

MONDAY 22ND OCTOBER 2018

Contact Officer: Lee Phillips

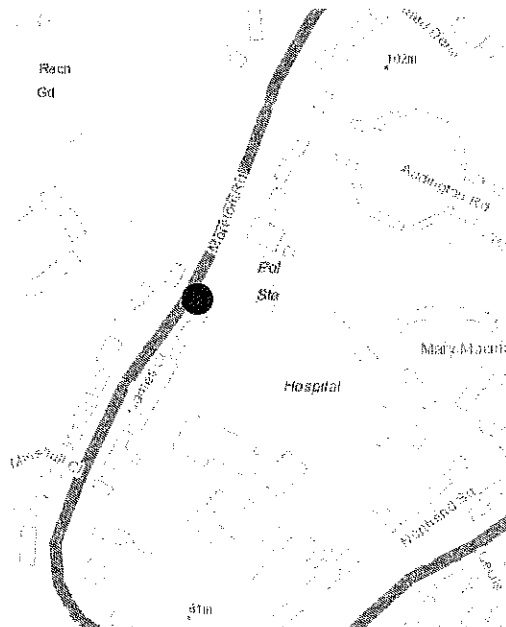
Proposed donation of replacement bench on Moreton Rd.

Background:

The existing timber bench was vandalised and ripped from its fixings and in August and was removed by our staff and put in storage. The original bench was engraved and provided by the Lions who have approached us asking if they could replace the bench.

Information:

The Lions have offered to pay for a replacement bench if they could have a plaque saying it was donated by the Lions.





Ashbourne bench; but will be all black.

The Bench will be replaced with a cast iron and steel Ashbourne bench which will match the style of other new benches put in the Town recently. The bench will cost £665 ex vat including fixings and delivery.

Recommendation:

That members agree to the Lions purchasing the replacement bench with the style detailed above and that the Town Council assists with the installation.