



# BUCKINGHAM TOWN COUNCIL

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

Wednesday, 12 December 2018

Councillor,

You are summoned to an Interim meeting of Buckingham Town Council to be held on **Monday 17<sup>th</sup> December 2018 at 7pm** in the Council Chamber, Cornwalls Meadow, Buckingham.

Mr P Hodson  
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. **Consultation on AVDC's Home Choice Allocations Policy** **Appendix A**
4. **Major Planning Application 18/04290/APP West End Farm, Brackley Rd, MK18 1JA**  
Variation of Condition 2 of planning permission 16/00847/APP to vary wording, description and plan numbers  
*Brio Retirement Living Holdings* **BTC/72/18**
5. **LAF Funding for River Warden Scheme** **BTC/73/18**  
To receive a written report from the Town Clerk
6. **Proposed budgets for 2019/20**  
To receive a verbal update from the Town Clerk
7. **Unitary Proposals** **BTC/74/18**  
To receive a written report from the Town Clerk
8. **Chairman's Announcements**
9. **Date of next Meetings:**

Full Council (Precept)	Monday 14 <sup>th</sup> January 2019
Informal meeting	Monday 25 <sup>th</sup> February 2019
Interim Council	Monday 25 <sup>th</sup> February 2019

To: All Councillors



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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.

## Appendix A

**From:** Ward, Chris [mailto:cward@aylesburyvaledc.gov.uk]  
**Sent:** 28 November 2018 09:15  
**To:** Housing Needs  
**Subject:** Bucks Home Choice Allocations Draft Policy Consultation

Dear Parish Clerks,

Please can you share the following with your Parish Councillors:

Section 166(A) of the Housing Act 1996 requires that every local housing authority in England must have an allocation scheme for determining priorities (and the procedure to be followed) in allocating housing. Bucks Home Choice is the scheme that is used to allocate affordable housing in four local housing authority areas – Aylesbury Vale, Chiltern, South Bucks and Wycombe.

The Bucks Home Choice Partnership has drafted a revised Allocations Policy document and is due to start a six week public consultation period from **9am Tuesday 20 November until 5.15pm Tuesday 7 January 2019** and would like your feedback on the proposed changes to the Policy.

### **What documents are available and where can I find them?**

The consultation documents listed below will be available to view and download from our website at <https://www.aylesburyvaledc.gov.uk/section/housing> A paper copy of the Policy and documents will be available to view in our customer service centre at The Gateway, Gatehouse Road, Aylesbury, Bucks, HP19 8FF.

### **What happens next?**

We will make a record of all the responses, and consider them carefully. This may lead to us making the changes to the Draft Policy. When we have a final version we will seek approval for the Policy via Cabinet and a meeting of the full Council. Once the Policy is agreed we will publish it on our website.

If you have any questions on the consultation then please contact the Housing Team at [housingneeds@aylesburyvaledc.gov.uk](mailto:housingneeds@aylesburyvaledc.gov.uk) or call 01296 585858.

Kind regards,  
Chris Ward

Electoral & Democratic Officer  
Aylesbury Vale District Council  
The Gateway  
Gatehouse Road  
Aylesbury, HP19 8FF

**BUCKINGHAM TOWN COUNCIL  
INTERIM COUNCIL  
MONDAY 17<sup>th</sup> DECEMBER 2018**

**Contact Officer: Mrs. K. McElligott**

**MAJOR PLANNING APPLICATION**

18/04290/APP West End Farm, Brackley Road, MK18 1JA  
Variation of Condition 2 of planning permission 16/00847/APP to vary wording  
descriptions and plan numbers  
*Brio Retirement Living Holdings*

[Condition 2: "The development hereby permitted shall be carried out in accordance with the approved plans listed":  
(24 drawing numbers follow)]

**Background**

**16/00847/APP**

Demolition of existing buildings and erection of 72 extra care units, ancillary community facilities, including ancillary guest room, parking, landscaping and associated works.

*Minton Health Care (Buckingham) Ltd & Places For People*

The original application (March 2016) was for 75 units (reduced from pre-application 89) – 69 two-bed apartments and six one-bed in 6 blocks. BTC responded (11/4/16)

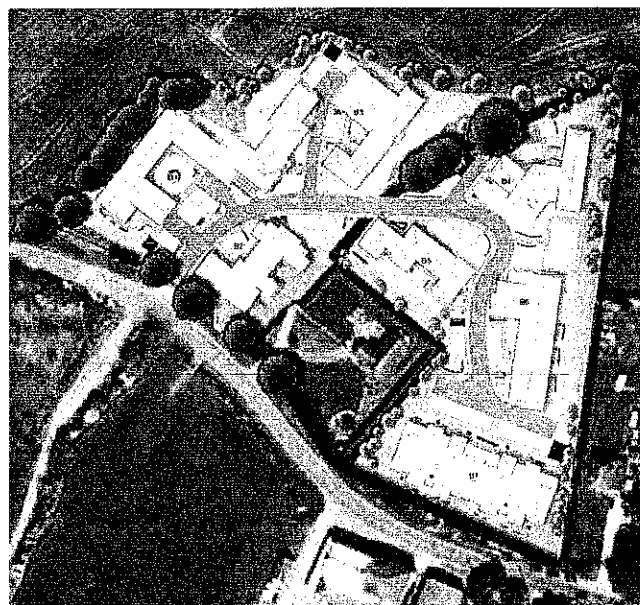
*Members discussed the proposal, agreeing that a demand for such accommodation exists, but expressing concern that the site was not in the Neighbourhood Plan for development and that it was a good way from the town centre. Allowing development of such unassigned sites would provide leverage for other developers wishing to build on undesignated areas. The developers had not participated in the "call for sites", and the site had been rejected for inclusion in the Neighbourhood Plan because of the dangerous bend and its being outside the settlement envelope.*

*It was pointed out that merely providing a connecting pathway from the corner of the site to the Cemetery frontage was not a solution as local residents used this area for car parking, leaving inadequate width for mobility scooters or cycles, and the access was on a difficult section of road. They regretted the lack of detailed landscaping plans, including retained trees. Concern was expressed about the facilities to be available for public use, and whether they would actually be built; these were all integrated into the various blocks, so the spaces would be allocated and few were large enough to be turned into additional flats.*

*Members voted 11: 2, 2 abstaining, to reject the application as not being a site included in the Neighbourhood Plan.*



Original layout, March 2016



Amended layout December 2016 (as approved)

A radical redesign was submitted as Amended Plans in December 2016; 7 blocks containing 72 units, 56 two-bed units and 16 one-bed, including some 'bungalows' (these were single-storey apartments attached

There are 18 conditions altogether, including the requirement for a Construction Traffic Management Plan.

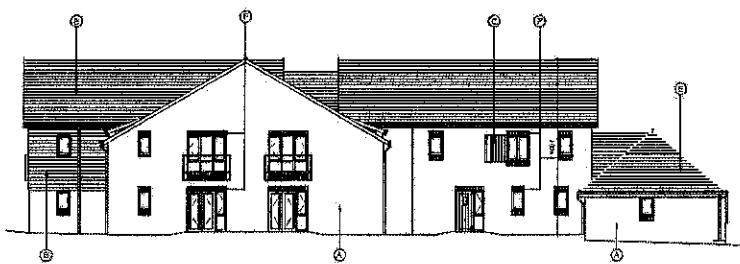
The Planning Inspector decided that the development was C2 (Residential Institutions) not C3 (Dwelling houses) and therefore no Affordable Housing element could be conditioned. She also gave 'significant weight' to the creation of 64 jobs, and described the development as an "extra care development [for residents who] would be over 55 years of age and be subject to a care package of a minimum of 1.5 hours a week available 24 hours a day every day. The care would increase according to the occupiers on-going needs. The development would incorporate a communal dining room with kitchen, sitting room, cinema and therapy room, bath/shower facilities [on the landing giving access to the cinema and therapy room] and a guest suite. Communal sitting rooms would also be provided throughout. It is designed as a complex comprising 7 blocks of varying shape and size arranged around an access road with 2 spur roads with parking, set within its own landscaped grounds hosting a bowling green."

The staff quarters – now very much reduced in size – do at least have an entrance door in the new drawings, but are three rooms – staffroom + male and female changing rooms. However unless they are live-in carers, sharing the flat, they will have to be visiting carers, and it is difficult to see how they could be on-call 24/7. Furthermore, any medical waste – dressings, syringes – would have to be disposed of by themselves as there are no designated facilities on site – even the Therapy Room has been re-assigned as a Club Lounge, a part of the larger open plan lounge. The cinema has also been reassigned, and the communal dining room is a bistro (see comparison drawings on p6); and many of the communal sitting rooms have been deleted or shrunk. The fate of the bowling green is indeterminate (see below). Whatever comprised the '64 jobs' – and construction jobs would be replaced by carer and maintenance jobs – the total seems unlikely, given the majority of construction is being done in Liverpool and the units shipped in for bolting together on site.

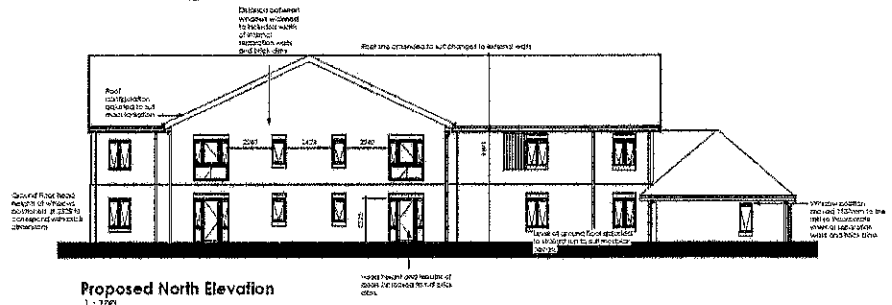
### Current application

The first thing to note is that the applicant is now Brio Retirement Living (part of Places for People) and the drawings (except the Tracking Diagrams) are provided by Ideal Modular Homes. IMH make their modules in a factory in Speke, and thus presumably bring their building sections in by lorry in a state ready made for slotting together. This means that the plans themselves have had to be modified to fit – windows and doors have been changed to their standard patterns in all blocks, some windows deleted altogether because they would have coincided with module joints; differences in ground level have had to be ironed out; to the detriment of architectural variety, some roofs no longer have differences in ridge height, and walls have become flush, without recesses or projections, for the sake of rectilinearity.

There are 62 2-bed flats and 10 1-bed flats.



North Rear Elevation (plans approved)  
1:100



Proposed North Elevation  
1:100

(Block 3)

what it refers to, and the only door to the exterior in the kitchen is some distance from the road behind the new conservatory (purple rectangle).

There is also a small shed near Block 6, purpose unidentified.

The sewage pumping station is to the northeast corner between blocks 3 & 4 (regulations state a distance of 15m from any inhabited building).

The previous position of the bowling green is now occupied by a lens-shaped indication of landscaping (there is no landscaping drawing with this application, so it is difficult to tell what this is supposed to represent; landscaping details will be supplied when the Discharge of Condition is submitted).

There are drawings of floor plans and elevations for all blocks. All ground floor flats have French doors to the exterior from the living room as well as the 'front' door which opens into the lobby. All blocks have stairwells and a lift in each one; flats are grouped around the landings; there is no communication between stairwells without going down to the ground floor and walking outside. Nowhere in any block did I see accommodation for a mobility scooter, unless it could be tucked under the stairs. There is as yet no detail of the frequency of the (conditioned) minibus service into town.

Accommodation table

	Numbers	2 bed flats	1 bed flats	Stair wells	Other rooms	Nearest parking
Block 1	G: 1-7	5	2 (#7 is s/st.)	3	Reception, office, bistro <sup>1</sup> , kitchen, 2 WCs, conservatory (new) Club Lounge <sup>2</sup> , open plan lounge <sup>3</sup> & WC, library <sup>4</sup> , comms room, plant room, small bathroom/WC, guest suite, staff restroom & WCs	8
	1 <sup>st</sup> : 8-12	4	1 (#12 is now much smaller)			
Block 2	G: 14-18 <sup>5</sup>	2	3 (#17 s/st.)	1	Refuse room adjoining lift	12
	1 <sup>st</sup> : 19-21	1	2			
Block 3	G: 22-26	5		1		2
	1 <sup>st</sup> : 27-30	4				
Block 4	G: 31-34 <sup>6</sup>	3	1 (#31, s/st)	1	Unlabelled triangular room adj. to stairwell <sup>7</sup>	16
	1 <sup>st</sup> : 35-37	3				
Block 5	G: 38-41	3	1 <sup>8</sup>	None <sup>9</sup>	Private gardens for all, between housing and back fence of West End Farm	6
Block 6	G: 42-46	5 <sup>11</sup>		2	2 small stores in each stairwell on each floor	6
	1 <sup>st</sup> : 47-51 <sup>10</sup>	5				
Block 7	G: 52-59	8		2	2 communal sitting rooms over the entrance doors have been much reduced in size and tucked behind the relocated lift.	16
	1 <sup>st</sup> : 60-67	8				
	2 <sup>nd</sup> : 68-73 <sup>5</sup>	6 <sup>12</sup>				
		Total 62	Total 10			Total 66

<sup>1</sup> Not a 'communal dining room' per the Inspector's report; a place where residents can entertain non-residents (who pay market prices; residents are subsidised). All flats have adequate kitchens.

<sup>2</sup> Formerly a Therapy Room

<sup>3</sup> Formerly a Sitting Room and Cinema

<sup>4</sup> Formerly a bathroom & WC, on the landing outside the cinema

<sup>5</sup> There is no number 13

<sup>6</sup> No.32 is labelled 35 (the real No.35 is on the first floor)

<sup>7</sup> 'Communal room' deleted

<sup>8</sup> No. 38 previously 2-bed; now 1-bed + 1 'Room' unidentified use

<sup>9</sup> Entire block is single-storey

<sup>10</sup> No. 47 previously 1-bed

<sup>11</sup> Nos. 42 & 44 were previously 1-bed

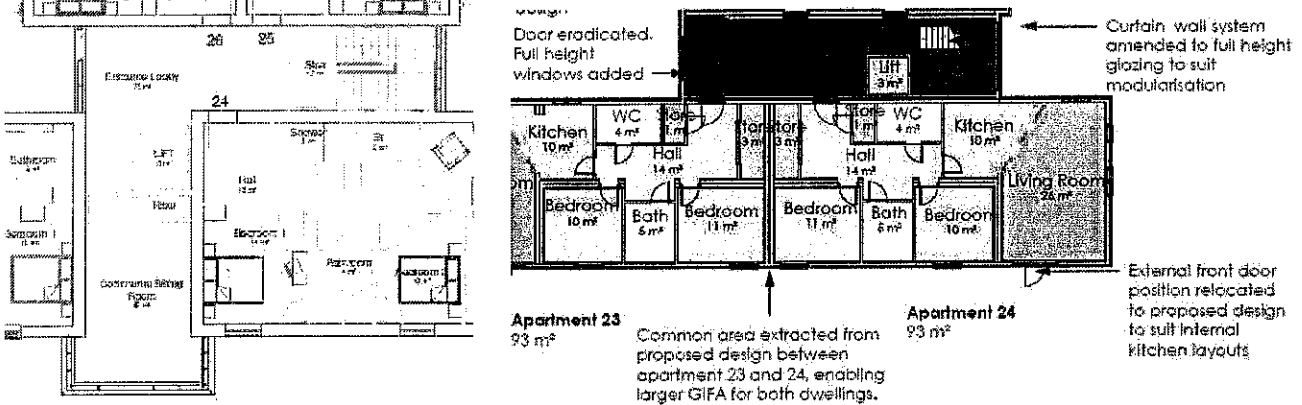
<sup>12</sup> Nos. 68 & 71 are each end of the block and much larger with skylights for the 2<sup>nd</sup> bedroom; the middle 4 were formerly 1 bedroom flats

**Block 2 (on the right of the access)**

#14 has had bedroom 1 reduced from 16m<sup>2</sup> to 12m<sup>2</sup> which allows for a bigger bathroom and separate WC instead of the previous smaller bathroom and shower/WC, and it has lost a second storage area;  
 #15 has had its bedroom and living room swapped over, and the kitchen is now totally enclosed by building and has no window.

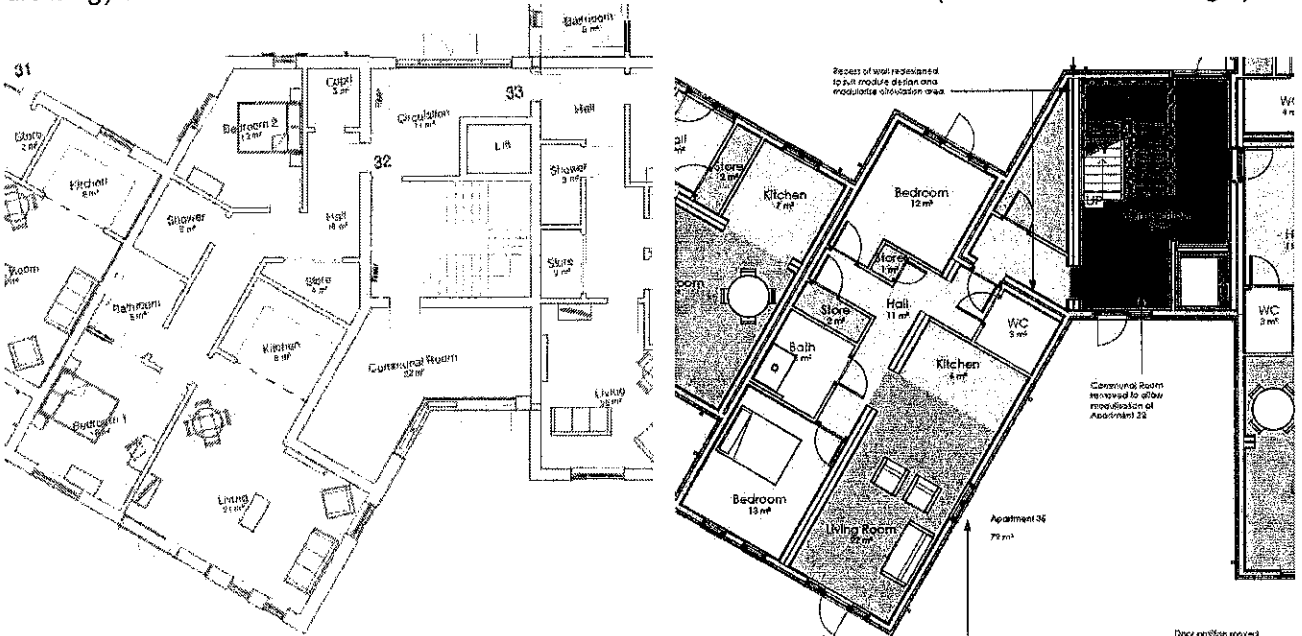
**Block 3 (in the centre of the northern boundary)**

#22 is single storey;  
 Ground has been levelled to suit modular construction;  
 Previously, the entrance hall and stairs formed one arm of an L-shape, with the lift at the entrance to the other arm and a communal sitting room beyond with a southfacing window. This arm has been incorporated into the flats each side, and the lift moved into the other arm near the stairs (but too close to allow space to park a mobility scooter under the stairs);  
 However, with a full-height glass curtain wall one end of the corridor and the door 'eradicating' at the other end, it might prove difficult to get in at all.



**Block 4 (in the northeast corner)**

A (northfacing) balcony has been added to #35's main bedroom; it already had a Juliette balcony on the other bedroom - with an outward-opening door;  
 The wide-angled rooms have been made rectangular and an odd triangular room inserted to cope with the angle of one range to the other;  
 The Communal Room has been deleted, causing the living room of #32 (labelled 35 in the righthand drawing) to reduce from 31m<sup>2</sup> to 22m<sup>2</sup> and its kitchen end from 8m<sup>2</sup> to 6m<sup>2</sup> (to achieve the rectangle).



I have included the text of the next 2 letters because they are self-explanatory; the accompanying diagrams for the first are available on the website:

Covering letter for the Tracking Diagrams from the consultant engineer (Mr. T. Hender of CWA)

**West End Farm, Buckingham**

Further to our recent discussions regarding the required amendments to the road layout at West End Farm please see attached tracking layouts and justification below.

The approved drawings did not account for the fact that the foul water drainage system needed to be pumped to allow discharge into the public sewer, as such the layout did not include a proposed pumping station, and the road layout was not designed to allow a tanker to access this location.

Sewers for Adoption requires the pump station wet well to be 15m from any habitable buildings – the only suitable location for this equipment is the north east corner of the site as indicated on the current CWA drawings. Drawing CWA-16-590-1601 P1 indicates the required tracking for the tanker to access the pump station as justification for the changes to the road layout in this area.

In addition to this the approved layout was tracked for a Phoenix 2-23W refuse vehicle as required by the Buckinghamshire County Council guidance – see attached drawing CWA-16-590-SK02 P2. It can be seen that the tracked route for the refuse vehicle between Blocks 1 and 3 did not provide suitable space to allow the vehicle to manoeuvre at the end of the turning head.

In addition to the issues with the tracking between blocks 1 and 3, the approved layout also located the turning head and refuse store within an easement to an adopted water supply main which had not been identified at the time. It is not permissible to develop within this easement and a revised strategy was therefore required. Drawing CWA-16-590-1600 P3 shows the tracking for the revised strategy identifying the allowable 12m reverse of a refuse vehicle, and the a maximum 25m bin drag distance from the refuse store to the collection point.

Letter from the Arboricultural Consultant (Mr. D. Smith of Middlemarch Environmental):

In October 2018 Brio Retirement Living commissioned Middlemarch Environmental Ltd to compile an Arboricultural Method Statement in respect of the proposed development of land at West End Farm in Buckingham. The Impact Assessment was based on a layout which has since been altered to reduce the number of buildings and increase the number of parking spaces available.

Minor alteration to the proposed layout surrounding the electricity substation and the addition of several car parking spaces as identified on the site plan

030718\_IMH\_ZZ\_SP\_DR\_A\_100\_P02\_Comparative\_Site\_Plan

would not result in any further impact to the existing trees that are to be retained on site.

The Root Protection Areas of trees nearby will not be affected, and no trees will be removed.

A Planning Statement was posted after this report was first drafted and – apart from listing all the drawings numbers of the original application and their replacements per the application description – includes the following:

3. This application seeks to substitute the list of approved plans with replacement plans to accommodate the needs of the new proposed operator of this economically important and socially beneficial development but also to enable the development to be built in a way that fully complies with drainage issues at the site and refuse collection in terms of access and collection points.

4. We have discovered several issues with drainage matters and site levels that need to be accommodated and thus a need to alter the layout but these are simply tweaks to the internal road and refuse collection points. We also have introduced a new pumping station area at the north east of the site, but it is well away from any boundary with any residential property and is well protected by landscaping both existing and that which will be planted.

**BUCKINGHAM TOWN COUNCIL**

**Interim meeting of Full Council  
17<sup>th</sup> December 2018**

**Officer:** Paul Hodson Town Clerk

**Use of LAF Funding to establish Upper Ouse Sub-Catchment Group and River Warden Scheme**

**Background:**

The Environment Committee received the attached draft proposal to establish a River Warden Scheme at its meeting on Monday 10 December 2018. The Committee agreed:

*"That members agree that the Town Council will support the river warden scheme and the setting up of the Sub-catchment group."*

The Committee were clear that there was not support at this time for the Town Council to contribute to this scheme.

The proposed scheme has been devised by the EA, who are looking for long term funding, however this is likely to take some time to secure.

Following the meeting, the Town Council has received notice of funding from the Local Area Forum for 2018/19. Proposals need to be submitted to the County Council by 10 January 2018. Following consultation with Councillor Smith, the Town Council's representative on the LAF, it has been identified that funding toward the first year cost of the River Wardens Scheme would be likely to be allocated funding. Given the tight deadline, and noting that this would enable the scheme to begin in April 2019 at no cost to the Town Council, LAF funding would enable the Council to ensure the scheme begins in April 2019.

**Information:**

The current local priorities for the Buckingham LAF are:

- Activities for Older People
- Supporting Young People
- Support for Community Facilities
- Community Transport
- Road Safety (inc. Speeding, HGVs and Parking)

The River Wardens Scheme would qualify under "Support for Community Facilities".

**Recommendation:**

It is recommended that the Town Council submit a proposal to the County Council to use LAF funding to enable the River Wardens scheme to be set up and funded for the first 12 months.



**BUCKINGHAM TOWN COUNCIL**  
**INTERIM FULL COUNCIL**  
**MONDAY 17<sup>TH</sup> DECEMBER 2018**

**Contact Officer: Mr Paul Hodson, Town Clerk**

### **Unitary Council**

On 1 November 2018, the Secretary of State for Housing, Communities and Local Government confirmed his decision, subject to parliamentary approval, to implement a new single unitary council for Buckinghamshire to replace all five existing councils.

The Town Council held a workshop for councillors on Wednesday 5 December to discuss the Council's approach to potential approaches to working with town and parish councils by the new unitary council.

### **Background**

As set out in his statement, The Secretary of State will be holding discussions with all five councils around whether there should be any modifications to the original single unitary proposals, particularly in terms of councillor numbers (i.e. should there be an increase from 98 to 147). In addition, he will clarify arrangements regarding delaying the local elections scheduled to take place in 2019, including the postponement of town and parish council elections until 2020.

Following these discussions, the Secretary of State will then lay the necessary legislation in Parliament to implement his decision. It is anticipated by the County Council that this will be in the form of a Structural Change Order (SCO), the effect of which will be to abolish the County Council and the four district councils on 1 April 2020, and to establish in their place a new single unitary council. The Order should also confirm the governance arrangements for the transition to the new council, including the membership of a joint executive (elected members from across all existing councils) and a senior officer implementation group (Chief Executives from across the existing councils, plus supporting officers).

Once the Joint Executive is formed, it will be clearer who the Town Council needs to work with, and what their approach to establishing the new council will be.

It is likely that little will happen before the Parliamentary Orders are laid in January 2019. It may well be that it then takes the five councils some time to clarify their approach to implementing the new council, including in areas such as establishing the proposed Community Boards and making arrangements for further devolution. It is also likely that the unitary announcement and subsequent change process will lead to changes in staffing, uncertainty and reduced capacity within the County and District Councils. Experience with taking on the last set of devolved services from the County Council, in 2015, has shown that it is often just not possible for the County (or District) Council to provide detailed figures for the cost of providing services in Buckingham, where budgets are often set on a much wider geography.

If Buckingham Town Council is to achieve the best result for residents from any negotiations about taking on further assets or services from the District or County Council / the new unitary council, then the Town Council will need to make its own arrangements to explore the viability of each option and to draft business cases where appropriate. It is likely that councils which are prepared to be pilots and work with the five councils now to develop a local solution will have the best chance to access pump priming funding and practical support.

## Workshop Summary

The workshop received a presentation from the Town Clerk which covered:

- The background to the unitary decision and next steps for the five councils
- What the two unitary business cases proposed regarding town and parish councils
- Potential outcomes the Town Council may wish to explore

The information discussed has been circulated to councillors.

The workshop then discussed potential assets, services, budgets and powers which the Town Council may wish to explore as part of a new devolution arrangement, along with principles the Town Council may wish to apply during discussions and a potential plan for the Town Council for the coming 12 months.

Following the workshop, the discussed approach has been clarified, and is outlined in the attached documents.

## Recommendation

It is recommended that:

1. The Council delegate the Town Clerk responsibility for carrying out discussions and negotiations relating to the assets, services and powers listed.
2. The Council has a standing item on Full Council agendas to receive a report and make any relevant decisions regarding unitary discussions
3. The Town Clerk arranges further ad-hoc workshops as necessary during the year
4. The Council agrees to send councillors to relevant liaison and briefing meetings with the County, District and Shadow Unitary Councils wherever possible. Rather than a specific lead councillor being nominated, different councillors to carry out this role depending on availability, and skills / interest pertinent to the agenda
5. The Council agrees to adopt the Proposed Principles
6. The Council agrees the proposed Milestones for 2019/2020
7. The Council considers establishing a Unitary Committee, to be called as required, to enable decisions to be made following fuller discussion and to a tighter timescale than is possible during Full Council meetings.

## Background Papers

<https://www.parliament.uk/business/publications/written-questions-answers-statements/writtenstatement/Commons/2018-11-01/HCWS1058/>

<http://futurebucks.co.uk/business-case/>

<https://www.modernisingbucks.org/>

## Proposed Principles for Unitary Discussions

### Devolution

1. The Town Council to seek to pilot new devolved arrangements wherever this is in the best interest of residents
2. The Town Council to seek the full transfer of assets wherever this is in the best interest of residents and in the Council's long-term financial interest
3. Devolved services should be cost neutral to the town council
4. Any set of unitary transfer arrangements should be cost neutral to the town council overall in the long term

### Unitary Approach

5. Service delivery should be joined up wherever possible.
6. Service delivery should be managed locally wherever possible

### Communications

7. Plans should be put in place to ensure excellent communication during the unitary change process and ongoing once the unitary Council is formed. This includes communications between councillors from the two councils, between officers, and especially between the two councils and residents.

### Working Arrangements

8. The Town Clerk will be delegated to work with the other councils, to develop proposals and negotiate on behalf of the Town Council.
9. Councillors to be as involved as possible in the process
10. Councillors to attend meetings held by the other councils wherever possible
11. An external survey and other appropriate professional review should be obtained for any assets and services before the Town Council takes them on

## **Buckingham Assets Services and Powers which may form part of devolution considerations**

No decisions have been made about the following lists; this list is provided to show the range of assets, services and powers which may be discussed with the shadow unitary council.

### **Potential Assets to transfer**

- Moreton Road Toilets
- Swan Pool; buildings from AVDC and land from BCC.
- Swan Leisure Centre
- Swan pitches
- Remaining parks
- Western Avenue Car Park
- Stratford Fields Car Park
- Cornwalls Meadow Car Park
- Cattle pens (including bus station and trees)
- Youth Centre
- Embleton Way
- Scenic Walk (railway walk) inc. Berties Walk
- Play areas (Skate Park, Stratford fields, Western Av, Moreton Road)
- Verney Close Spinney
- New Housing estates Play areas/parks
- Maids Moreton Avenue (woodland)
- Old Sand Pit (next to Maids Moreton Av.)
- Holloway Spiney (Page Hill)
- Stratford Fields Football pitch (leased out?)
- Open/greenspace within Housing Estates
- Well Street Centre

### **Services to devolve with budgets**

- Car park charging
- Parking enforcement; car parks
- Parking enforcement; highway
- Clerking Community Board meetings
- Clerking Planning Committee
- Street cleaning
- Public bins and dog bins
- Urban transport services (ongoing)
- Ongoing work on the highway
- Tree management (crowning)\_
- School crossing patrollers
- Youth centre grant
- Dropped kerb licensing
- Community safety / PSPO enforcement
- Table licensing
- Event licensing

- Hunter Street Church Yard (church own but local authority maintain)
- Street Lights
- Planning enforcement

**Powers to Devolve**

- Local planning decisions

**Budgets to devolve or services for Unitary to continue**

Provision of Christmas tree with lighting and installation

- Play around the parishes (provided by AVDC but funded by the Town Council)

**Joint projects to develop**

- Local influence over CIL and S106 funds
- Shared chamber
- Shared reception desk

## Proposed Milestones for 2019/20

	Neighbourhood Plan Development	Unitary Planning	Town Council Planning
<b>2018</b>			
December		Councillor Workshop Held Lead Councillors and Committee Structure agreed	
<b>2019</b>			
January	Meetings with neighbouring parishes		Precept Set
February	Support from neighbouring parishes clarified	Engagement with AVDC and BCC to gain support for the process	
March	Review of evidence and changed demand with previous consultees and other stakeholders Annual Town Meeting	Work with stakeholders in town, for example who use assets held by AVDC or BCC	
April	Funding sought including from Locality grant		
May	Work with shadow unitary board to gain a shared understanding of what Neighbourhood Plans can usefully influence	Detailed business plans provided to Cllrs for review	
June	Stakeholder Consultation Event	Publication of "Prospectus for Buckingham" to tell the story of devolution to Buckingham sector and to propose an overall future look of a more devolved Buckingham	
July			Report from Baseline survey of Town Council performance provided

	Neighbourhood Plan Development	Unitary Planning	Town Council Planning
<b>August</b>			
September	Draft policy areas finalised.		
October	Consultation on draft policy areas		Draft Precept circulated to Committees
November	Clarify which (if any) parishes will be included in cluster		
December			
<b>2020</b>			
January	First draft finalised. Formal consultation begins		Precept agreed
February		Contracts signed Staff recruited	Promotion of opportunity to stand for election
March			
April		First new devolved services begin	

