



BUCKINGHAM TOWN COUNCIL

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

Wednesday, 19 June 2019

Councillor,

You are summoned to an Interim meeting of Buckingham Town Council to be held on **Monday 24th June 2019 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. Motion**
Proposed Cllr Ruth Newell; Seconded Cllr Howard Mordue
Buckingham Town Council confirm their support to progress the fruitful and long term friendship agreement with Neukirchen Vluyn to a formal Twinning agreement to be formally signed by the Mayors of the two towns in due course when an appropriate event can be arranged. (*deferred from Full Council 20/5/19 due to purdah*)
- 4. New Homes Bonus**
To discuss endorsing a Micro grant application from Slade Recreation club **Appendix A**
- 5. Section 106 Funding**
To discuss and consider supporting a S106 Authorisation Form and associated costings for the S106 - Land at London Road, Buckingham for 'A scheme of flood mitigation measures designed to protect properties in Buckingham Town which are considered to be at medium risk of flooding'. **BTC/23/19**
- 6. Chairman's Announcements**
- 7. Date of next Meetings:**

Full Council	Monday 15 th July 2019
Interim Council	Monday 9 th September 2019

To: All Councillors



Twinned with Mouvaux, France



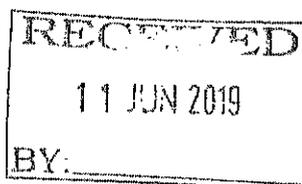
Members are reminded to declare any prejudicial interest as soon as it becomes apparent.
All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk send you a copy of any minutes, reports or other information. To do this, send a request using the contact details set out above.

THE SLADE RECREATION CLUB LIMITED



10th June 2019

Mr. P. Hodson
Town Clerk
Buckingham Town Council
Verney Close
MK18 1JP



Dear Mr. Hodson

Micro Grant,

Further to our conversation, please find enclosed a copy of our application for a micro grant from Aylesbury Vale District Council. It would be appreciated if you would endorse the application and forward the signature page to Jan Roffe at AVDC.

Many thanks

Yours faithfully



J.A. Melrose
Treasurer

NEW HOMES BONUS MICROGRANT FUNDING SCHEME

Application Form 2019/20



IMPORTANT :

- Please read the guidance notes under each question on the application form carefully before completing each question.
- Please answer the questions on the form itself and do not attach documents unless they are specifically asked for in the Application Checklist at the end of the form.
- Please complete the form electronically. We will not accept handwritten applications.
- Please include as much information relevant to each question as possible as the application will be scored – the boxes will expand to accommodate your answers.
- We advise that you check with the relevant clerk that your town or parish council is happy to endorse an application to the NHB before completing the form.

Closing dates for microgrant applications
15th of each month

As from 1st April you may now request up to £2,000

Section A – About your organisation	
1. Organisation name	SLADE RECREATION CLUB LIMITED
2. Contact person	J.A.Melrose
Position in organisation	Director/Treasurer
3. Correspondence address	[REDACTED]
4. Email address (If a parish council please give registered email address for remittance advice).	[REDACTED]
5. Telephone number	[REDACTED]
6. Website address	
7. What are the main aims of your organisation? Please include your mission statement if you have one.	Provision of sporting and social activities for the residents of Buckingham and the surrounding villages
8. Please describe your group's main activities.	The primary aim of the Club is to provide and maintain facilities associated with the sport of Indoor Flat Green Bowls and Billiard/Snooker. To enable players of all

	standards to enjoy the activities and enhance their lives through sport and social interaction.
9. What type of organisation is your group? Please click on the box that applies	<input type="checkbox"/> Charly Registration No. <input type="checkbox"/> Town/Parish Council <input type="checkbox"/> Trust <input checked="" type="checkbox"/> Club <input type="checkbox"/> Society <input type="checkbox"/> Social Enterprise/CIC/CIO
10. Please attach a list of your Committee members & their positions.	<input checked="" type="checkbox"/> List attached
11. Where does your organisation meet?/Where does your activity take place? Please provide full address and post code	Yonder Slade, Buckingham Industrial Estate Postcode MK18 1RZ
12. How often does your group meet?	Winter Season - Daily Summer Season - Tuesday, Wednesday and Thursday mornings
13. How many people attend your group?	Bowls Club membership - 134 Billiard/Snooker membership - 52
14. Does your group/organisation have an equality policy?	Yes
15(a). What is your organisation's total income this year? From all sources – to demonstrate the scale of your organisation.	£ 42000 (Est)
15(b) What is your organisation's total planned/budgeted expenditure for this year? Please give figures, do not write "see attached accounts". Organisations with total income or expenditure in excess of £100,000 per annum are unlikely to be awarded a microgrant.	£35000
16. How did you raise this income? e.g. rental income, fundraising events, subscriptions, donations, grants etc.,	Subscriptions, Match fees, Matches with other Bowls Clubs. Social bowling with third party organisations. Raffles and Quiz nights.
Section B – About this funding application	
17. Project title	Kitchen Refurbishment
18. Project Summary Important information to help you application score more highly - please include the following in your summary (not necessarily in this order): (a) Give a brief project description and tell us what you plan to do, how and why? (b) Is this project stand-alone, or is it part of a wider project? If a wider project please explain e.g. refurbishment of disabled toilet facilities as part of a wider programme of village hall renovations.	The current kitchen facilities are very old. The oven appliances are secondhand and have been donated by club members. All other kitchen furniture has been insitu since the early 1990's and is falling apart. It is planned to completely replace all units and electrical appliances. (b)The project is Stand Alone. (c)All cabinets and electrical equipment,

<p>(c) Will you be providing new facilities or replacing and improving upon existing facilities?</p> <p>(d) Will the grant enable you organisation to provide new activities, and/or continue with established activities?</p> <p>(e) How will you spend the money if you are successful in your application? Give a breakdown of what will be purchased and attach supporting evidence such as quotes/estimates wherever possible.</p> <p>(f) Any other relevant information</p>	<p>excepting a new fridge/freezer will be replaced.</p> <p>(d) The Club has lost a number of fixtures over the past twelve months as it was unable to provide a cooked meal or warm snacks to visitors following the end of a match. We are confident that this situation can be recovered.</p> <p>(e) any award granted, will be used to replace kitchen units and electrical equipment. Copies of two quotations have been appended to this document</p>
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19. Why is your project needed and is the need related housing growth in your area?

(a) Please explain the community need that will be met by this project. Will the whole community benefit from the project or a single sport or special interest group, for example?

(b) Please tell us if the project is needed because of housing growth and a consequent increase in population in your area, or by the effect of growth in a neighbouring area. (e.g. the need to provide a larger, fit-for-purpose community facility for a growing population, or more activities for the elderly living in the community to help reduce loneliness or isolation).

The community in Buckingham and the surrounding villages is growing rapidly and likewise the need for sporting activities for both senior and junior persons of that community. Over the past three years the Club has undertaken a major refurbishment of the premises in order to keep up with anticipated future demand, resulting in an increase in membership and a much higher usage of the premises.

(b) The number of new housing units constructed in the area over the past few years has not been complemented with additional sporting facilities. A number of planning applications are currently pending for new developments which are likely to put

	further pressure on existing facilities. Therefore there is a need to provide sporting facilities for members of the community especially in the more senior age bracket, keeping them active and providing a source of social interaction, reducing loneliness and isolation.
Section C: Community benefit	
20. Which Aylesbury Vale Ward will this project be based in?	Buckingham - South
21. Who will benefit from the project? Explain <u>who</u> will benefit from the project and <u>how</u> e.g. community groups, young people, older people, please specify.	People living in urban areas <input checked="" type="checkbox"/> People living in rural areas <input checked="" type="checkbox"/> People from a minority group <input type="checkbox"/> People on low incomes <input type="checkbox"/> Young people <input checked="" type="checkbox"/> Older people <input checked="" type="checkbox"/> Other (please describe) Any other additional relevant information about the beneficiaries
22. What are the expected long term benefits to the community of the project? (e.g. does the project encourage cohesion and integration/overcomes barriers to social inclusion and/or other?)	The Club will be able to offer hot/warm refreshments to its visitors, attracting other organisations to partake in sporting activities, increasing the footfall to the premises
23. Approximately how many people will benefit from this project?	The footfall to the premises in the year to 30 June 2018 was 5662. It is estimated to be approximately 6250 for the year to 30 June 2019
24. How many volunteers will be involved in this project? (then see below)	3
Additional information (required): Please include details of volunteer involvement (number of volunteer hours per week/total and a brief outline of the activities they will be involved in, in kind contributions such as skills, labour, discounts, donated materials, etc.; plans for future maintenance/replacement). The Club is currently replacing the flat roof over the entrance to the building and replacing the floor tiles leading to the gents cloakroom and bar area. The total cost of £3026 will be met from Club funds.	

Members of the club will dismantle existing kitchen units providing the installation contractor with a cleared room.

Section D: Funding this project

25. What is the total cost of this project?	£ 7500
26. How much are you applying for? Up to £2,000.	£ 2000
27. Who else have you approached for funding and what was the result?	Buckingham Town Council An award of £1000 has been granted.
28. How much is your organisation contributing to the project?	£4500
29. What difference will this project make to your organisation/community?	The Club will be able to offer its visitors and members hot/warm refreshments following the conclusion of a match or social function.

Section E – Grant Payment Information

30. Please give the appropriate bank or building society account details. If approved, your grant will be paid into this account by BACS transfer.

Account Name	Slade Recreation Club
Bank/Building Society Name	[REDACTED]
Branch Name and Postcode	[REDACTED]
Sort code (please insert a number in each box and tab between boxes)	[REDACTED]
Bank account number (please insert a number in each box and tab between boxes)	[REDACTED]
Building society roll number	

Please check these numbers carefully and ensure they are for the correct account.

31. Please enclose a single page photocopy of a recent bank statement for this account Enclosed

32. Please tell us how you heard about the New Homes Bonus? Previous application for funding

Do you have any special communication needs? We will do our best to respond to them.

**BUCKINGHAM TOWN COUNCIL
INTERIM COUNCIL
MONDAY 24th June 2019**

The Town Clerk Mr P. Hodson

RECOMMEDATION

Members to endorse the Section 106 funding application to provide flooding mitigation measures designed to protect properties in Buckingham Town which are considered to be at medium risk of flooding.

INFORMATION

The project is based on delivery over three years ending 1 October 2022 (S106 defined), meaning the project start is programmed for 1 October 2019. In order to allow for the authorisation process and recruitment of a suitable project officer we hope to achieve authorisation by 1st July 2019 (allowing required three months for recruitment process).

S106 Projects Authorisation Form



Planning Details

Planning Application No:

Development: Land at London Road, Buckingham

Total Received:

Current Balance: £194,040

Date Received by AVDC: 01/10/2012

S106 Wording: 'A scheme of flood mitigation measures designed to protect properties in Buckingham Town which are considered to be at medium risk of flooding'

Project

Main Contact:

Tel:

Email:

Site: Various, will include land in sub catchments upstream of Buckingham

Overview (maximum 150 words – full details to be provided in 'Project Detail')

- Implementing Natural Flood Management (NFM) measures in upstream catchments can improve flood risk for downstream communities while also potentially providing other benefits including more ecologically sensitive land management, water quality improvements, new/improved habitats and improved biodiversity.
- Implementation of NFM measures in the catchment area upstream of Buckingham would help work towards the improvement of flood risk within Buckingham and potentially provide some of these wider benefits.
- Working closely with landowners, the local community and a steering group we would work towards the implementation of a suite of NFM measures within the catchment.
- Work would be phased to include engagement, feasibility and options appraisal (including development of surface water models), implementation and monitoring of measures.
- Project delivery will be through a combination of contractors, volunteers or directly by an appointed Project Officer. Works can also be completed by the landowners/managers themselves.

Total amount of S106 funds requested	£ 194,040
Other funding secured?	£
Total cost of project	£ 194,040

Payment Details

Bank Name: Barclays Bank PLC

Account Name: River Thame Conservation Trust

Account Number: 93204820
Sort Code: 20 - 01 - 09

Project Detail

Project Proposal:

Natural Flood Management (NFM) can play a big role in improving flood risk for local communities. NFM can also potentially provide several wider benefits including improved water quality, new/improved habitats, improved biodiversity and more ecologically sensitive land management practices.

The project would focus on the Ouse catchment above Buckingham with the aim of implementing a series of NFM measures to work towards reducing flood risk in Buckingham, including properties within the target zone.

There is a growing body of evidence of NFM being used to improve flood risk and provide wider benefits. Local examples include the Leck catchment downstream of Buckingham. The Leck could be used as a showcase to help with landowner engagement and uptake.

The project would cover a full-time Project Officer for three years. In summary the Project Officer's aims would be to:

1. Investigate feasibility of natural flood management measures in and around Buckingham that would contribute to a lowering of future flood risk – the options appraisal.
2. Produce a work plan of priority measures, based on the outcomes of the feasibility study, to be implemented with landowners and partners in and around Buckingham.
3. Lead delivery of the natural flood mitigation measures on the ground.

Work would be phased over three years as follows*:

Year 1 - Project Officer identifies potential flood mitigation measures required by carrying out an 'Options Appraisal' and formation of a steering group.

Year 2 - Project Officer implements priority natural flood measures identified.

Year 3 - Project officer reviews, remodels/tweak etc and before a second phase of work.

*timings are not fixed but are a best estimate with what is known currently. Project timelines will be guided by what is found once the project starts and refined accordingly.

Steering Group

A steering group would be set up drawn from members of the Upper Ouse Catchment Partnership and will likely include, but not be limited to, the Environment Agency, town/parish, district and county councils.

Options Appraisal

The options appraisal will include:

- Working with specialist contractors to create broad scale modelling for the upper catchment to prioritise sub catchments for more focused modelling.

Expand on your summary given on the front page of this form. Try to be specific about what you will do, when, and how you will do it. Include any consents required (Planning; Environment Agency) the project timescale, or how this funding fits in if this is part of a larger project.

- More detailed sub catchment models to identify location of measures for implementation.
- In parallel - to aid and focus modelling efforts:
 - landowner engagement will be carried out to identify opportunities and ground truth the models.
 - Walk over surveys will be carried out to identify channel dimensions, overland flow paths, land use and cropping as well as NFM opportunities.
- A list of prioritised measures will be produced for implementation.

Implementation

- Individual measures will be designed for implementation and will vary depending on a number of factors including topography, land use, landowner amenability and availability of materials. Measures may include (but are not limited to) leaky dams, flow attenuation ponds, bunds, change in land management practices, reconnection of paleo channels, removal of drainage in upper catchments and tree planting.
- Delivery of measures will be through a combination of contractors, volunteers or directly by an appointed Project Officer. Works can also be completed by the landowners/managers themselves.
- Monitoring will be carried out and will include fixed-point time-lapse cameras and gauge boards and/or level monitoring sensors.
- Further iterations of modelling may be carried out to take into account the new measures and provide a second round of implementation measures.

Other

- Landowner agreements will be used to ensure works are left installed appropriately maintained for a reasonable period depending on the nature of the works undertaken.
- The Project will ensure any permissions or consents required for any project will be in place before commencement of any works.

Wider benefits

- As the project is over three years it is hoped that as momentum builds that more funding could be drawn in from other sources to widen the reach and impact of the project beyond that which can be delivered using the S106 money. As measures are implemented there is opportunity to use them as a showcase to draw in further interested landowners.
- Further opportunities beyond NFM measures will be identified as part of the walk over surveys. These will be fed back to the catchment partnership as possible projects for future funding bids.
- The project can create a legacy of a long-term Rivers Trust presence in the area that can build on the stakeholder and landowner engagement and opportunities identified through this project. The possibility of further NFM work on other sub catchments to improve flood risk in Buckingham would also be likely.

Project Demand:

- The S106 requirement wording states; 'a scheme of flood mitigation measures designed to protect properties in Buckingham Town which are considered to be at medium risk of flooding'. This project would work towards this goal by seeking to improve flood risk by the strategic implementation of NFM measures, led by surface water modelling, in the catchment upstream of Buckingham.
- The AVDC Local plan 2017 section 11.21 p263 states 'As a consequence of climate change, parts of the district will be at increased risk from groundwater, fluvial and/or tidal flooding. It might not be possible to maintain hard defences in the long term'. 'Development therefore need to be strongly restricted in areas at risk to flooding, whilst ensuring that existing towns and villages are protected by sustainable means that make space for water in suitable areas'. This project would provide measures that are not hard defences and help work towards protecting Buckingham by sustainable means.
- The Catchment Flood Management Plan by the Environment Agency states that for Buckingham: 'The flood risk to people and property is expected to increase in the future. We need to carry out further investigations to understand the risk of flooding better. For some locations this may include more detailed studies of surface and groundwater flooding. Where appropriate we need to consider options to reduce the probability of flooding.' The use of NFM offers one such option to reduce flooding probability and has the potential to offer multiple benefits beyond this too (see below)
- The appendix to the Buckinghamshire Local Flood Risk Management Strategy (LFRMS) states that 'the following approaches will fundamentally underpin improved and sustainable local flood risk management' one of these approaches being 'Seek improvements which have multiple benefits'. It specifically mentions 'Natural measures to reduce flood risk can often achieve additional benefits such as water quality improvements (removal of sediment and pollutants), creating habitat, and recharge of groundwater.' NFM is based on a suite of natural measures that have the potential to create these multiple benefits.

Tell us how you have identified the need for the project within your Town or Parish. Include details of **consultation** and/or demand for the project, and how you think your project will meet this need.

Project Outcomes:

1. Engagement of up to 25 landowners
2. Create feasibility/options appraisal study based on landowner and public engagement, walkovers and modelling. This will include:
 - a. Broad scale surface water model creation for the catchment upstream of Buckingham to aid prioritisation of sub-catchments for further work. *
 - b. More detailed surface water modelling for up to 3 sub-catchments. *
 - c. Prioritised list of implementation measures for up to 3 sub-catchments.
3. Implementation of up to 25 flow attenuation features across up to 3 catchments. **

Please tell us what **outcomes** you hope to achieve and how you will **measure** these. How will the project increase user numbers from current levels?

4. Implementation of a monitoring programme.

*the final modelling approach and outputs will be determined through working with specialist consultants and project steering group. It will be dependent on the datasets available, quality of the data and the landowner engagement process.

**This number is based on leaky dams from comparison to the Leck catchment delivery costs. The type of measures implemented will depend on several factors including topography, land use, landowner amenability, future costs etc. As the project would be over 3 years there would hopefully be opportunity to draw in more funding to expand the work that could be carried out and implemented.

For AVDC Use

Signature

Enter Date

Environment Team Authoriser:

Cabinet Member for Environment & Leisure:

Delivery & Development Authoriser:

To approve this proposal, please sign & date above.

Natural Flood Management in the Upper Ouse Catchment - Project Proposal

	Year 1	Year 2	Year 3	3 year Totals
A scheme of flood mitigation measures designed to protect Buckingham Town	£24,108	£24,108	£24,108	£72,324
PROJECT MANAGEMENT AND OVERHEAD COSTS				
Project Officer (3.5 days week on salary of £28k plus 23% on costs (pension, NI))	£2,800	£2,800	£2,800	£8,400
Project Officer costs -travel, expenses, IT (incl mobile phone, IT equip, software, GIS licences etc)	£750			£750
Recruitment costs	£1,000	£1,000	£1,000	£3,000
Desk hosted by 3rd party organisation				
Management and employment costs for Upper Ouse PO and the Ouse project - (1) payroll, IT support, admin and finance support, insurance cover, management support by CEO, (2) secretariat for steering Group, further fundraising support for Ouse Project).	£9,000	£9,000	£9,000	£27,000
PROJECT MANAGEMENT AND OVERHEAD COSTS				
PROJECT DELIVERY COSTS*				
Hydraulic modelling costs	£8,000	£3,000	£0	£11,000
Installation costs - including permits, project materials and contractor costs	£2,250	£26,000	£26,000	£54,250
Monitoring equipment		£10,000		£10,000
Technical and design support -	£1,500	£1,500		£3,000
Stakeholder/public meetings	£1,000	£500		£1,500
COST FOR PROJECT DELIVERY				
				£9,750
TOTAL COSTS (without inflation)	£50,408	£77,908	£62,908	£191,224

TOTAL COSTS plus 2% inflation added year 2 and 3															
Notes															
1) The 2017 inflation rate was 2.13%. The inflation rate in 2018 was 2.44%.															
* Depending on specific projects that come out of the initial Upper Ouse scoping phase, additional project funds will be sought - e.g. from Env Agency, woodland planting grants etc															

