



# BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, CORNWALLS MEADOW,  
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Town Clerk: Mr. P. Hodson

Wednesday, 16 October 2019

Councillor,

You are summoned to a meeting of the **Environment Committee** of Buckingham Town Council which will be held on **Monday 21<sup>st</sup> October 2019** 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 and agree the minutes of the Environment Committee meeting held on Monday 2<sup>nd</sup> September 2019 and received at Full Council on the 30<sup>th</sup> September 2019.

**Copy previously circulated**

### 4. Action Report

To receive the report and note the updated information.

**Appendix A**

### 5. Budgets

To receive the latest figures

**Appendix B**

### 6. Business Plan & Precept

To receive a written report from the Town Clerk and agree the recommendations

**E/80/19**

### 7. Climate Change Action Plan

To receive a written report, agree the proposed objectives and comment on the draft Action Plan

**E/81/19**



Twinned with Mouvaux, France



Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't.

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.

8. **Bourton Park Management Plan** E/82/19  
To receive a written report from the Town Clerk and Estates Manager and agree the recommendations
9. **Bourton Park Bridge Survey** E/83/19  
To receive a written report from the Estates Manager
10. **Healthcare Public Meeting**  
To receive a verbal report from the Town Clerk
11. **Green Space Management at the Tingewick Triangle Development**  
To receive a verbal report from the Town Clerk
12. **Section 106 Wish list** E/84/19  
To receive and review the Council's Section 106 wish list
13. **Additional Devolved Services and Town Centre Audit** E/85/19  
To receive a written report from the Town Clerk and agree the recommendations
14. **Greenspaces Complaint Log** Appendix C  
To receive the six-monthly report on Greenspaces complaints, compliments and FOI requests.
15. **Shopmobility** E/86/19  
To receive a written report from the Deputy Town Clerk and agree the recommendations
16. **Crowdfunding for a Parks Project** E/87/19  
To receive a written report from The Administrator
17. **BFRS Public Safety Plan Consultation 2020/25** Appendix D  
To receive and consider Committees' response to the consultation
18. **News Releases**
19. **Access Awareness**
20. **Buckingham Community Wildlife Project**  
To receive a verbal report from Cllr. Newell
21. **Chair's Announcements**
22. **Date of Next Meeting:** Monday 9<sup>th</sup> December 2019

#### **COMMITTEE IN PRIVATE SESSION**

Exclusion of Public and Press

RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, RECOMMENDED that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded

23. **Chandos Park Lights** E/88/19  
To receive a written report from the Estates Manager

*Members are reminded to declare any prejudicial interest as soon as it becomes apparent*

Email: [office@buckingham-tc.gov.uk](mailto:office@buckingham-tc.gov.uk)

*Twinned with Mouvaux,*

*France*

**24. Cemetery Records Volunteer**

**E/89/19**

To receive a written report from the Town Clerk and agree the recommendations

**To**

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

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

No.	Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
1	Environment	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 Councillor Clare	Town Clerk	Report provided for October meeting	Verbal update at October meeting
2	Environment	255/15 & 91/16; 109/19	Green Flag Status	Town Clerk to draft a feasibility study on toilets in Bourton Park along side the Management Plan	Estates Manager	Draft Action Plan provided for October meeting and clarity as to whether status is determined by proximity to public toilets.	Verbal update at October meeting
4	Environment	443/18; 566/18	Great River Ouse	That the Town Council will support the river warden scheme and the setting up of the Sub-catchment group.	Estates Manager	Awaiting reschedule of meeting with EA to finalise details	ongoing
5	Environment	445/18	Refill Station	Installation of a water bottle refill station in Chandos Park	Town Clerk	Funding confirmed; equipment arrived appointing contractor to install.	ongoing
6	Environment	451/18; 739/18; 280/19	Healthcare Public Meeting	Buckingham Town Council organise a public meeting to discuss residents' concerns and invite the Swan Practice and other interested parties to attend. Public meeting (739/19) – Cllr. Ralph asked for an update and the Town Clerk said discussions were taking place and an update would be provided for the next meeting.	Town Clerk	Members were updated by the Town Clerk that a date for a public meeting had been arranged in March 2019 but there had been correspondence from the Practice Manager asking for the date to be put back. Proposed by Cllr. Mahi and seconded by Cllr. Collins to postpone the meeting to a later date.	update for Oct meeting

No.	Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
7	Environment	734/18; 286/19	Tingewick Road Triangle	Members discussed and AGREED that the Town Clerk would produce a report exploring options for the management of the Tingewick Triangle development once developed.	Town Clerk	Members discussed and <b>AGREED</b> the recommendations in a written report from the Town Clerk to continue with the preparation of a business plan for taking on the open spaces around the Tingewick Road site, and that the Council agrees to accept transfer of the open spaces, provided that a viable business case is received and agreed by the Council.	On October's Agenda
8	Environment		S106 - Wish List	S106 Agreement - Wish List; Bourton Park masterplan	Town Clerk	To be provided following approval of Bourton Masterplan	On October's Agenda
9	Environment	575/18 737/18	Town Centre Audit	Cllr Harvey argued that the event had been rushed and suggested that a further audit be arranged for later in the year. <b>AGREED</b> The Town Clerk to prepare a short report on what we have achieved and how a second audit could be conducted and bring it back to this committee. <b>ACTION TOWN CLERK</b>	Town Clerk	Report to be provided once additional devolved work has been carried out	On October's Agenda
11	Environment	880/18	AccessAble	Proposed by Cllr. Stuchbury, seconded by Cllr. Harvey and unanimously <b>AGREED</b> for the Town Clerk to arrange for a formal meeting for Members and the AccessAble Project. Members were also in agreement to postpone any additional meetings or training courses.	Town Clerk	AccessAble were unable to attend Full Council as planned; to be rearranged	Ongoing
13	Environment	884/18	Greenspaces Complaint Log	Members <b>AGREED</b> the report be brought back to Environment Committee in six months time in the same format.	Committee Clerk		On October's Agenda
14	Environment	886/18	Litter bin	Members received and discussed a resident's request to fund a new litter bin and dog waste bin along Tingewick Road. Councillors discussed and <b>AGREED</b> to fund a new litter bin and that the Town Clerk respond accordingly. Members further <b>AGREED</b> to delegate the exact size and location of the new bin to the Estates Manager.	Estates Manager	Location for new dog bin on Tingewick Road found to be agreed with AVDC/TfB	Ongoing

No.	Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
15	Environment	112/19	Cancer Relay at Lace Hill	Members AGREED that Lace Hill was not a suitable venue and offered the possibility of Bourton Park dependant on the Estates Manger's further discussions with Mr Weston and an update being brought back to a future meeting of Environment Committee	Deputy Town Clerk	Action moved to TC&E Committee	
16	Environment	115/19	Shopmobility	DTC to write to users and relevant consumer groups to conduct a more detailed examination of the needs of service (and potential service) users and for a report back to a future meeting of Environment Committee.	Deputy Town Clerk		On October's Agenda
17	Environment	302/19	Out of Hours	Members AGREED for the Town Clerk to bring back a report on the provision of an emergency out of hours contact.	Deputy Town Clerk		Verbal update from the Town Clerk
18	Environment	From Planning 311/19	Bollards at March Edge	In view of the on-going difficulties with Linden Village green spaces, Members suggested the Environment Committee consider the installation of bollards to prevent vehicles parking on the green, and then seek permission from the receivers.	Estates Manager		Verbal update from the Estates Manager
19	Environment	303	News Releases	Members AGREED the following News Releases: Town Centre Audit and resulting (minor) highway repairs and Renovation of Buckingham's Milestone Markers.	Town Clerk	Town Centre Audit press release actioned.	Milestone Markers to be issued once work is completed.

PAGE No	CODE	COST CENTRE	AMOUNT	EXPLANATION
1	1015	204	-£6,425.00	Income due for pot hole repair invoice - see below
2	4124	204	-£9,325.00	Invoice for pot hole repairs shown here (agreed after precept) and income from BCC to be received shown on n/l 1015 204
3	4159	250	-£5,616.00	income was anticipated from solar panels when precepted - but this is no longer the case.
5	9033	901	-£2,685.00	Income has not yet been received for 2018-2019 or 2019-2020. Once income is received it will show on the
				I & E as a separate income line. The total of the income line less the expenditure line will leave you with the
				balance available to spend.

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2019

Month No: 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>ENVIRONMENT</b>								
<b>201 ENVIRONMENT</b>								
3995 NI ENVIRONMENT	0	7,752	23,567	15,815		15,815	32.9%	
3996 PENSIONERS ENVIRONMENT	0	23,295	44,107	20,812		20,812	52.8%	
4004 WAGES & SALARIES ENVIRONMENT	0	99,906	185,719	85,813		85,813	53.8%	
4068 COMMUNITY SERVICE	0	1,080	9,620	8,540	2,040	6,500	32.4%	
4101 SEATS AND BINS	0	313	1,000	687		687	31.3%	
4112 ENVIRONMENT EQUIPMENT	71	3,265	7,000	3,735	1,890	1,845	73.6%	
4118 SOLAR PANELS	0	0	795	795		795	0.0%	
4155 SOLAR PANEL LOAN REPAYMENT	0	0	44	44		44	0.0%	
ENVIRONMENT :- Indirect Expenditure	<b>71</b>	<b>135,611</b>	<b>271,852</b>	<b>136,241</b>	<b>3,930</b>	<b>132,311</b>	<b>51.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(71)</b>	<b>(135,611)</b>	<b>(271,852)</b>	<b>(136,241)</b>				
<b>202 ROUNDABOUTS</b>								
1051 ROUNDABOUT NO 1 ABBOT FIRE	0	2,178	2,125	(53)			102.5%	
1052 ROUNDABOUT NO 2 ELLA	0	1,161	1,618	457			71.8%	
1053 ROUNDABOUT NO 3 SEASONS INNS	0	1,905	1,860	(45)			102.4%	
1054 ROUNDABOUT NO 4 R & B	0	2,429	2,312	(117)			105.1%	
1056 ROUNDABOUT NO 6 THE VET CENTRE	0	2,587	2,537	(50)			102.0%	
1057 ROUNDABOUT NO 7 RING ROAD	0	1,319	1,294	(25)			101.9%	
ROUNDABOUTS :- Income	<b>0</b>	<b>11,580</b>	<b>11,746</b>	<b>166</b>			<b>98.6%</b>	<b>0</b>
4108 ROUNDABOUT	0	197	1,500	1,303		1,303	13.1%	
ROUNDABOUTS :- Indirect Expenditure	<b>0</b>	<b>197</b>	<b>1,500</b>	<b>1,303</b>	<b>0</b>	<b>1,303</b>	<b>13.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>11,383</b>	<b>10,246</b>	<b>(1,137)</b>				
<b>203 MAINTENANCE</b>								
4063 VEHICLE HIRE AND RUNNING COSTS	791	7,262	26,800	19,538	15,964	3,575	86.7%	
4082 ALLOTMENTS	0	2,000	2,000	0		0	100.0%	
4102 DOG BINS	0	0	4,500	4,500		4,500	0.0%	
MAINTENANCE :- Indirect Expenditure	<b>791</b>	<b>9,262</b>	<b>33,300</b>	<b>24,038</b>	<b>15,964</b>	<b>8,075</b>	<b>75.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(791)</b>	<b>(9,262)</b>	<b>(33,300)</b>	<b>(24,038)</b>				
<b>204 DEVOLVED SERVICES EXPENSES</b>								
1015 DEVELOVED OTHER INCOME	0	9,425	3,000	(6,425)			314.2%	
1017 DEV SERVS NON CARRIAGEWAY INC	0	20,353	20,353	0			100.0%	
1019 DEVOLVED SERVICES INCOME	0	(0)	0	0			0.0%	
DEVOLVED SERVICES EXPENSES :- Income	<b>0</b>	<b>29,778</b>	<b>23,353</b>	<b>(6,425)</b>			<b>127.5%</b>	<b>0</b>



## Detailed Income &amp; Expenditure by Budget Heading 31/10/2019

Month No: 7

## Committee Report

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4124 DEVOLVED NON-CARRIAGEWAY	939	6,238	15,353	9,115		9,115	40.6%	
4127 DEVOLVED MINOR HIGHWAYS	9,425	9,425	100	(9,325)		(9,325)	9425.0%	
<b>DEVOLVED SERVICES EXPENSES :- Indirect Expenditure</b>	<b>10,364</b>	<b>15,663</b>	<b>15,453</b>	<b>(210)</b>	<b>0</b>	<b>(210)</b>	<b>101.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(10,364)</b>	<b>14,115</b>	<b>7,900</b>	<b>(6,215)</b>				
<b>205 GROUNDS MAINTENANCE</b>								
4033 WASTE DISPOSAL	0	564	1,800	1,236		1,236	31.3%	
4035 MACHINERY	0	427	2,000	1,573		1,573	21.3%	
4036 FUEL (MOWER)	0	932	3,000	2,068		2,068	31.1%	
4037 SUNDRIES	38	578	1,500	922		922	38.5%	
<b>GROUNDS MAINTENANCE :- Indirect Expenditure</b>	<b>38</b>	<b>2,500</b>	<b>8,300</b>	<b>5,800</b>	<b>0</b>	<b>5,800</b>	<b>30.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(38)</b>	<b>(2,500)</b>	<b>(8,300)</b>	<b>(5,800)</b>				
<b>248 DEPOT</b>								
4013 EQUIPMENT PURCHASE	0	0	6,000	6,000	1,085	4,915	18.1%	
4055 ALARM	0	0	400	400		400	0.0%	
4225 RATES	0	4,075	4,500	425		425	90.6%	
4601 REPAIRS& MAINTENANCE FUND	0	48	500	452		452	9.6%	
4602 ELECTRICITY	0	480	2,500	2,020		2,020	19.2%	
4603 WATER	0	207	1,500	1,293		1,293	13.8%	
<b>DEPOT :- Indirect Expenditure</b>	<b>0</b>	<b>4,811</b>	<b>15,400</b>	<b>10,589</b>	<b>1,085</b>	<b>9,504</b>	<b>38.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(4,811)</b>	<b>(15,400)</b>	<b>(10,589)</b>				
<b>249 PUBLIC TOILETS</b>								
1085 SHOP MOBILITY INCOME	0	455	350	(105)			130.1%	
<b>PUBLIC TOILETS :- Income</b>	<b>0</b>	<b>455</b>	<b>350</b>	<b>(105)</b>			<b>130.1%</b>	<b>0</b>
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	0	0	1,000	1,000		1,000	0.0%	
4612 CONTRACTOR CHARGE	871	5,225	10,450	5,225		5,225	50.0%	
4709 MAINTENANCE	0	40	500	460		460	8.0%	
<b>PUBLIC TOILETS :- Indirect Expenditure</b>	<b>871</b>	<b>5,265</b>	<b>15,450</b>	<b>10,185</b>	<b>0</b>	<b>10,185</b>	<b>34.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(871)</b>	<b>(4,810)</b>	<b>(15,100)</b>	<b>(10,290)</b>				
<b>250 LACE HILL</b>								
1026 LACE HILL COMMUNITY CENTRE	(100)	23,183	44,000	20,817			52.7%	
<b>LACE HILL :- Income</b>	<b>(100)</b>	<b>23,183</b>	<b>44,000</b>	<b>20,817</b>			<b>52.7%</b>	<b>0</b>

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Committee Report

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4050 LACE HILL PLAYING FIELDS	0	1,017	9,320	8,303		8,303	10.9%	
4158 LACE HILL GAS	84	571	5,000	4,429		4,429	11.4%	
4159 LACE HILL ELECTRICITY	462	3,127	(3,757)	(6,884)		(6,884)	(83.2%)	
4160 LACE HILL WATER	0	110	2,500	2,390		2,390	4.4%	
4161 LACE HILL REPAIRS & MAINT	195	2,470	10,000	7,530	612	6,917	30.8%	
4162 LACE HILL CONTRACTOR CHARGE	0	2,148	3,500	1,352		1,352	61.4%	
4163 LACE HILL ALARM	0	91	500	409		409	18.2%	
4164 LACE HILL EQUIPMENT PURCHASE	0	195	3,000	2,805		2,805	6.5%	
4167 LACE HILL PLAY AREA	0	135	3,000	2,865	27	2,839	5.4%	
4225 RATES	0	9,575	9,600	26		26	99.7%	
<b>LACE HILL :- Indirect Expenditure</b>	<b>740</b>	<b>19,438</b>	<b>42,663</b>	<b>23,224</b>	<b>639</b>	<b>22,586</b>	<b>47.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(840)</b>	<b>3,744</b>	<b>1,337</b>	<b>(2,407)</b>				
<b>251 CHANDOS PARK</b>								
1030 BOWLS INCOME	0	550	550	0			100.0%	
1035 TENNIS COURT RENT	0	0	625	625			0.0%	
<b>CHANDOS PARK :- Income</b>	<b>0</b>	<b>550</b>	<b>1,175</b>	<b>625</b>			<b>46.8%</b>	<b>0</b>
4106 PLAY AREA MAINTENANCE	0	1,646	3,500	1,854	70	1,784	49.0%	
4122 TREE WORKS	0	0	2,000	2,000		2,000	0.0%	
4601 REPAIRS& MAINTENANCE FUND	0	1,008	2,500	1,492		1,492	40.3%	
4602 ELECTRICITY	100	196	500	304		304	39.2%	
4603 WATER	0	352	1,500	1,148		1,148	23.5%	
<b>CHANDOS PARK :- Indirect Expenditure</b>	<b>100</b>	<b>3,201</b>	<b>10,000</b>	<b>6,799</b>	<b>70</b>	<b>6,729</b>	<b>32.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(100)</b>	<b>(2,651)</b>	<b>(8,825)</b>	<b>(6,174)</b>				
<b>252 BOURTON PARK</b>								
4106 PLAY AREA MAINTENANCE	16	641	1,000	359	70	289	71.1%	
4122 TREE WORKS	0	90	7,000	6,910		6,910	1.3%	
4601 REPAIRS& MAINTENANCE FUND	50	969	4,000	3,031	1,894	1,137	71.6%	
4708 PLAY EQUIPMENT	0	0	10,000	10,000		10,000	0.0%	
<b>BOURTON PARK :- Indirect Expenditure</b>	<b>66</b>	<b>1,700</b>	<b>22,000</b>	<b>20,300</b>	<b>1,964</b>	<b>18,336</b>	<b>16.7%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(66)</b>	<b>(1,700)</b>	<b>(22,000)</b>	<b>(20,300)</b>				
<b>253 CEMETERY</b>								
1041 BURIAL FEES	0	4,725	17,000	12,275			27.8%	
<b>CEMETERY :- Income</b>	<b>0</b>	<b>4,725</b>	<b>17,000</b>	<b>12,275</b>			<b>27.8%</b>	<b>0</b>
4225 RATES	0	349	1,000	651		651	34.9%	

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4601 REPAIRS& MAINTENANCE FUND	60	617	3,000	2,383	115	2,268	24.4%	
4602 ELECTRICITY	0	52	400	348		348	12.9%	
4617 MEMORIAL TESTING	0	0	2,000	2,000		2,000	0.0%	
4619 NEW CEMETERY	0	0	28,728	28,728		28,728	0.0%	
4620 EXPENSES RE BURIAL DUTIES	0	1,409	6,500	5,091		5,091	21.7%	
4621 NEW CEMETERY PLANNING	0	0	7,000	7,000		7,000	0.0%	
<b>CEMETERY :- Indirect Expenditure</b>	<b>60</b>	<b>2,426</b>	<b>48,628</b>	<b>46,202</b>	<b>115</b>	<b>46,087</b>	<b>5.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(60)</b>	<b>2,299</b>	<b>(31,628)</b>	<b>(33,927)</b>				
<b>254 CHANDOS PARK TOILETS</b>								
4612 CONTRACTOR CHARGE	0	4,370	13,000	8,630		8,630	33.6%	
4709 MAINTENANCE	0	102	1,000	898		898	10.2%	
<b>CHANDOS PARK TOILETS :- Indirect Expenditure</b>	<b>0</b>	<b>4,472</b>	<b>14,000</b>	<b>9,528</b>	<b>0</b>	<b>9,528</b>	<b>31.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(4,472)</b>	<b>(14,000)</b>	<b>(9,528)</b>				
<b>255 RAILWAY WALK &amp; CASTLE HILL</b>								
4120 FRIENDS OF GROUPS	0	0	1,000	1,000		1,000	0.0%	
4122 TREE WORKS	0	350	1,500	1,150		1,150	23.3%	
4709 MAINTENANCE	0	76	500	424		424	15.3%	
<b>RAILWAY WALK &amp; CASTLE HILL :- Indirect Expenditure</b>	<b>0</b>	<b>426</b>	<b>3,000</b>	<b>2,574</b>	<b>0</b>	<b>2,574</b>	<b>14.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(426)</b>	<b>(3,000)</b>	<b>(2,574)</b>				
<b>256 STORAGE PREMISES</b>								
4066 GRENVILLE GARAGE RENT	0	305	650	345		345	46.9%	
<b>STORAGE PREMISES :- Indirect Expenditure</b>	<b>0</b>	<b>305</b>	<b>650</b>	<b>345</b>	<b>0</b>	<b>345</b>	<b>46.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(305)</b>	<b>(650)</b>	<b>(345)</b>				
<b>257 KEN TAGG PLAYGROUND</b>								
4106 PLAY AREA MAINTENANCE	0	69	500	432		432	13.7%	
4122 TREE WORKS	0	0	250	250		250	0.0%	
<b>KEN TAGG PLAYGROUND :- Indirect Expenditure</b>	<b>0</b>	<b>69</b>	<b>750</b>	<b>682</b>	<b>0</b>	<b>682</b>	<b>9.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(69)</b>	<b>(750)</b>	<b>(682)</b>				
<b>258 CEMETERY LODGE</b>								
1061 CEMETERY LODGE RENTAL INCOME	0	4,845	10,530	5,685			46.0%	
<b>CEMETERY LODGE :- Income</b>	<b>0</b>	<b>4,845</b>	<b>10,530</b>	<b>5,685</b>			<b>46.0%</b>	<b>0</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2019

Month No: 7

## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4034 PWLB REPAYMENTS INCL INTEREST	0	2,351	4,702	2,351		2,351	50.0%	
4609 CEMETERY LODGE MAINT	0	1,850	6,850	5,000		5,000	27.0%	
CEMETERY LODGE :- Indirect Expenditure	<u>0</u>	<u>4,201</u>	<u>11,552</u>	<u>7,351</u>	<u>0</u>	<u>7,351</u>	<u>36.4%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>644</u>	<u>(1,022)</u>	<u>(1,666)</u>				
<b>259 OTTERS BROOK</b>								
4106 PLAY AREA MAINTENANCE	0	69	500	432		432	13.7%	
4122 TREE WORKS	0	0	400	400		400	0.0%	
OTTERS BROOK :- Indirect Expenditure	<u>0</u>	<u>69</u>	<u>900</u>	<u>832</u>	<u>0</u>	<u>832</u>	<u>7.6%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(69)</u>	<u>(900)</u>	<u>(832)</u>				
<b>260 CCTV</b>								
4100 CCTV ONGOING COSTS	0	512	1,600	1,088	450	638	60.1%	
CCTV :- Indirect Expenditure	<u>0</u>	<u>512</u>	<u>1,600</u>	<u>1,088</u>	<u>450</u>	<u>638</u>	<u>60.1%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(512)</u>	<u>(1,600)</u>	<u>(1,088)</u>				
<b>261 COMMUNITY CENTRE STRUCTURAL RE</b>								
4085 STRUCTURAL REPAIRS	0	0	4,000	4,000	695	3,305	17.4%	
COMMUNITY CENTRE STRUCTURAL RE :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>	<u>695</u>	<u>3,305</u>	<u>17.4%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>0</u>	<u>(4,000)</u>	<u>(4,000)</u>				
ENVIRONMENT :- Income	(100)	75,116	108,154	33,038			69.5%	
Expenditure	13,100	210,128	520,998	310,870	24,912	285,958	45.1%	
<b>Movement to/(from) Gen Reserve</b>	<u>(13,200)</u>	<u>(135,012)</u>						
Grand Totals:- Income	(100)	75,116	108,154	33,038			69.5%	
Expenditure	13,100	210,128	520,998	310,870	24,912	285,958	45.1%	
<b>Net Income over Expenditure</b>	<u>(13,200)</u>	<u>(135,012)</u>	<u>(412,844)</u>	<u>(277,832)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>(13,200)</u>	<u>(135,012)</u>						

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2019

Month No: 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
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**EARMARKED RESERVES****901 EARMARKED RESERVES**

9001	YOUTH COUNCIL	0	0	1,000	1,000	1,000	0.0%		
9002	CEMETERY DEVELOPMENT	0	0	20,000	20,000	20,000	0.0%		
9004	SOLAR PANEL LACE HILL	0	0	28,076	28,076	28,076	0.0%		
9006	SPEED WATCH	0	0	598	598	598	0.0%		
9012	CHRISTMAS LIGHTS	0	0	7,753	7,753	1,678	6,075	21.6%	
9015	CHARTER FAIRS	0	0	4,136	4,136	4,136	0.0%		
9025	PLAY AREA REPLACEMENT	0	0	27,121	27,121	27,121	0.0%		
9027	GREEN BUCKINGHAM GROUP	0	0	226	226	226	0.0%		
9029	CIRCULAR WALK MAINT	0	0	5,399	5,399	5,399	0.0%		
9030	TOURISM LEAFLETS	0	0	2,404	2,404	2,404	0.0%		
9033	ECONOMIC DEVELOPMENT GRP	0	5,225	2,540	(2,685)	(2,685)	205.7%		
9035	PARKS DEVELOPMENT	0	0	1,405	1,405	1,405	0.0%		
9036	ELECTION COSTS	0	0	3,188	3,188	3,188	0.0%		
9037	FAIR TRADE	0	400	400	0	0	100.0%		
9040	PARK RUN	0	0	89	89	89	0.0%		
9041	BONFIRE AND FIREWORK	0	200	200	0	0	100.0%		
9045	ACCESS FOR ALL	0	269	520	251	251	51.8%		
9046	PLANNING DISPLAY EQUIPMENT	0	4,613	5,242	629	629	88.0%		
9048	BAG FUND	0	1,750	2,071	321	321	84.5%		
EARMARKED RESERVES :- Indirect Expenditure		0	12,458	112,368	99,910	1,678	98,232	12.6%	0

<b>Net Expenditure</b>	<b>0</b>	<b>(12,458)</b>	<b>(112,368)</b>	<b>(99,910)</b>				
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EARMARKED RESERVES :- Income	0	0	0	0			0.0%	
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Expenditure	0	12,458	112,368	99,910	1,678	98,232	12.6%	
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<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>(12,458)</b>						
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Grand Totals:- Income	0	0	0	0			0.0%	
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Expenditure	0	12,458	112,368	99,910	1,678	98,232	12.6%	
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<b>Net Income over Expenditure</b>	<b>0</b>	<b>(12,458)</b>	<b>(112,368)</b>	<b>(99,910)</b>				
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<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>(12,458)</b>						
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**BUCKINGHAM TOWN COUNCIL**  
**ENVIRONMENT COMMITTEE**  
**MONDAY 14th October 2019**

Contact Officer: Paul Hodson, Town Clerk

**Business Plan and Budget Proposal**

**1. Recommendations**

- 1.1. It is recommended that the Committee agree the proposed revisions to be included in the new Business Plan.
- 1.2. It is recommended that the Committee consider the proposed five-year budget, including the proposed budget for 2020/21 to be included in the precept, and recommend any changes required to enable a revised version to be provided for the next meeting of the Environment Committee to review before the budget is provided for Full Council to consider at the Precept meeting in January 2020.

**2. Background**

- 2.1. The Council's previous Business Plan ran from 2015 to 2018. The Resources Committee agreed on 23<sup>rd</sup> September 2019, *"for the Council to plan to adopt a five-year budget and five-year business plan for 2020 -26, and that this be initially developed by each of the four committees reviewing the aspects relevant to their remit". (359/19)*

**3. Relevant Section of the Current Business Plan**

- 3.1. According to the previous Business Plan, this committee has the following role:

*The Committee is authorised to take responsibility for the protection and improvement of the town and its environs. The Committee makes recommendations to the Full Council regarding any land or property held or leased, and any proposed purchases or sales. The Committee also reviews work required to footpaths, pavements, cycle-ways, roads, waterways, horticultural and arboriculture works, street furniture (seats, planters, waste bins), play areas, and play equipment.*

**4. Terms of Reference**

- 4.1. The committee's remit has since been extended, and the Terms of Reference now include the following responsibility:

*11.13 Public Services - acting as the consultee, making representations, participating in and supporting as required all matters relating to  community care, social care and health services  policing, crime and ASB  education*

**5. Core Objectives**

- 5.1. The previous Business Plan set the following core objectives for the whole Council:

- i. The Completion of a successful Neighbourhood Plan and ensuring that the plan is being used appropriately to judge planning permissions within the town
- ii. Improved community spirit
- iii. Established greater active engagement with local Partners and Public
- iv. Promoted and improved economic activity within the town
- v. Maintained, improved and expanded our green and open spaces (including allotments and cemetery)
- vi. Maintained Quality Council Status
- vii. Developed an effective resources plan (to include an income generation plan, adequate staffing to achieve our ambitions and good value council processes)
- viii. Make Buckingham an even more attractive town/parish (including improved infrastructure)

5.2. Where these are relevant to the remit of the Environment Committee, they largely remain appropriate. No changes are proposed from this Committee.

## 6. Resources Required

6.1. A five-year budget has been proposed, to enable long-term planning. However, it is expected that this will change each year, dependent on spend against the budget in previous years, and in light of changes to service demands, Council policies and priorities and the wider economic context.

6.2. The budget is currently being prepared assuming RPI of 2.6%, in line with the rise reported in September 2019. For this reason, the draft budget is being prepared with a forecast precept rise to Council Tax payers of 2.6%. This may vary slightly once the actual numbers of electors to be used is advised by AVDC. The 2.6% rise is planned overall – individual committee budgets may rise by more or less than this amount each year.

6.3. It is proposed to retain the current staff structure to provide Environment services, with one change. This would be the recruitment of a Green Spaces Apprentice. This would not happen unless the Committee agreed a business case for the role, and a suitable candidate was identified. However, at this stage, the Committee is asked to agree for this cost to be included in the budget for the coming year.

## 7. Significant Changes

7.1. The following significant changes have been made compared to this year's budget for this Committee:

- A new budget of £9,500 for the cost of a Green Spaces Apprentice
- A new budget of £2,500 to maintain the bridges in Bourton Park.
- A new budget of £4,000 for tree works in the Cemetery
- A reduction of £10,000 expenditure from 4124 Devolved Services. The income and scope of works will remain at £20,353 for the next two years. However much of this work is now carried out in-house by the Green Spaces Team, so the revenue cost is partly included in the overall Green Spaces costs. The remaining reduced budget is for works sub-contracted to Toolshed, the youth training scheme, and Stewkley Enterprise Agency.
- 4050 Lace Hill Playing Fields has been reduced from £9,000 to £1,000, now that Buckingham United have taken on maintenance of the pitches
- 4161 Lace Hill Repairs and Maintenance has been reduced from £10,000 by £5,000 to £5,000, in light of forecast need.

- “28,278 was budgeted for repayments for the new cemetery and allotments in 2019/20. This will not be used for repayments during this financial year. It is proposed to put this in an earmarked reserve to pay for design costs, and then to introduce a maintenance budget for the new cemetery and allotments in future years, along with the ongoing loan repayments.

7.2. At present, each area is given a separate budget for its tree works and play areas. It is never possible to predict precisely which tree works will be required in the year ahead. It is proposed that in the future, these budgets are combined into one overall tree works budget, and one overall play areas budget. This would enable the Estates Manager to manage the budget more simply, and to prioritise larger works in one or two areas each year if needed. The new presentation is shown at the end of the proposed budget below.

7.3. The proposed five-year budget is given below.



8. Proposed Budget

Account Code	Cost Centre	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	201										
4,005	ENVIRONMENT										
	ERS NATIONAL INS	0	10,999	10,600	23,567	23,567	24,702	25,344	26,003	26,679	27,373
4,006	ERS PENSION CONT	0	31,372	35,400	44,107	44,107	46,204	47,405	48,638	49,902	51,200
		123,411	137,057	149,600	185,719	185,719	198,883	204,054	209,359	214,802	220,387
4,004	WAGES & SALARIES										
TBA	APPRENTICE				0	0	9,500	9,747	10,000	10,260	10,568
4,068	COMMUNITY SERVICE	4,536	6,240	6,820	6,500	6,500	6,695	6,896	7,103	7,316	7,535
4,069	GRIT / SALT BINS	0	-	0	-	-	-	-	-	-	-
4,101	SEATS AND BINS		943	1,000	1,000	1,000	1,030	1,061	1,250	1,288	1,326
4,112	ENVIRONMENT EQUIPMENT	5,898	8,476	7,000	7,000	7,000	7,000	9,000	10,000	10,300	10,609
4,155	SOLAR LOAN REPAYMENT	0	0	9,500	7,844	0	0	0	0	0	0
4,118	SOLAR PANELS MAINTENANCE		344		795	0	0	0	0	0	0
	<b>TOTAL EXPENDITURE</b>	161,399	192,311	220,420	276,532	267,893	294,013	303,507	312,353	320,548	328,998
	<b>TOTAL INCOME</b>	0	0	4,000	0	1	0	0	0	0	0
		161,399	192,311	216,420	276,532	267,893	294,013	303,507	312,353	320,548	328,998
	202										
1,051	<b>ROUNDABOUTS</b>										
	ROUNDABOUT NO 1 OPEN	2,075	2,127	2,075	2,125	2,125	2,189	2,254	2,322	2,391	2,463

Account Code	Cost Centre		Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
1,052		ROUNDABOUT NO 2 ELLA	1,106	1,134	1,580	1,618	1,618	1,666	1,716	1,768	1,821	1,876
1,053		ROUNDABOUT NO 3	1,815	1,861	1,816	1,860	1,860	1,915	1,973	2,032	2,093	2,156
1,054		ROUNDABOUT NO 4 R & B	2,314	2,302	2,258	2,312	2,312	2,382	2,453	2,527	2,602	2,680
1,056		ROUNDABOUT NO 6 EUROLANE	2,465	1,684	2,478	2,537	2,537	2,614	2,692	2,773	2,856	2,942
1,057		ROUNDABOUT NO 7 RING ROAD	1,257	1,288	1,264	1,294	1,294	1,333	1,373	1,414	1,457	1,500
		<b>TOTAL EXPENDITURE</b>	4,787	6,435	8,900	1,500	1,500	1,300	1,339	1,379	1,421	1,463
		<b>INCOME</b>	11,032	10,396	11,471	11,746	11,746	12,099	12,462	12,836	13,221	13,617
			-6,245	-5,951	-2,571	-10,246	-10,246	-10,799	-11,123	-11,456	-11,800	-12,154
	203	<b>MAINTENANCE</b>										
4,063		VEHICLE HIRE AND RUNNING	5,148	19,427	20,000	14,000	25,000	13,500	13,905	14,322	14,752	15,194
4,082		ALLOTMENTS	1,500	1,500	1,500	2,000	2,000	2,000	2,060	2,122	2,185	2,251
4,102		DOG BINS	4,520	3,412	5,000	4,500	4,000	4,000	4,120	4,500	5,000	5,150
		<b>TOTAL EXPENDITURE</b>	11,168	24,500	26,500	20,500	31,000	19,500	20,085	20,944	21,937	22,595
			11,168	24,500	26,500	20,500	31,000	19,500	20,085	20,944	21,937	22,595
	204	<b>DEVOLVED SERVICES</b>										

Account Code	Cost Centre	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
4,124	Ongoing non-carriageway devolved services	20,599	9,335	22,000	20,353	9,500	9,500	9,785	10,079	10,381	10,692
4,127	Annual minor highways devolved budget				100	100	0	0	0	0	0
	<b>TOTAL EXPENDITURE</b>	20,599	9,335	22,000	20,453	9,600	9,500	9,785	10,079	10,381	10,692
1,017	Ongoing non-carriageway devolved services	20,353	21,093	20,353	20,353	20,353	20,353	20,353	16,500	12,500	10,000
1,015	Other devolved works				3,000	0	0	0	0	0	0
1,017	<b>TOTAL INCOME</b>	20,353	21,093	20,353	23,353	20,353	20,353	20,353	17,000	15,000	12,000
		246	-11,758	1,647	-2,900	-10,753	-10,853	-10,568	-6,921	-4,619	-1,308
	<b>DEPOT</b>										
4,013	EQUIPMENT PURCHASE				6,000	4,000	3,000	4,000	5,000	5,150	5,305
4,055	ALARM	630	479	400	400	400	412	424	437	450	464
4,225	RATES	3,868	3,984	4,500	4,500	4,075	4,635	4,774	4,917	5,065	5,217
4,601	REPAIRS & MAINTENANCE FUND	481	827	500	500	500	800	824	849	874	900
4,602	ELECTRICITY	933	1,090	2,500	2,500	2,500	2,500	2,575	2,652	2,732	2,814
4,603	WATER	485	301	1,500	1,500	1,500	1,000	1,030	1,061	1,093	1,126
	<b>TOTAL EXPENDITURE</b>	6,397	6,681	9,400	15,400	12,975	12,347	13,627	14,916	15,364	15,825

Account Code	Cost Centre	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
		6,397		9,400							
	249										
	<b>PUBLIC TOILETS</b>										
4,225	RATES	0	0	8,000	0	8,000	1,000	1,000	1,000	1,000	1,000
4,602	ELECTRICITY	0	0	1,000	1,000	1,000	1,030	1,061	1,093	1,126	1,159
4,603	WATER	0	0	2,500	2,500	2,500	2,575	2,652	2,732	2,814	2,898
4,608	SHOP MOBILITY	1,915	221	1,000	1,000	1,000	1,030	1,500	1,545	1,591	1,639
4,612	CONTRACTOR CHARGE	11,585	9,674	10,000	10,450	10,450	10,764	11,086	11,419	11,762	12,114
4,709	MAINTENANCE	569	447	500	500	500	515	530	546	563	580
	<b>TOTAL EXPENDITURE</b>	173,833	22,424	23,000	15,450	23,450	16,914	17,830	18,335	18,855	19,391
4,608	SHOP MOBILITY INCOME	0	350	0	350	100	100	103	106	109	113
		20,018	22,424	23,000	15,100	23,350	16,814	17,727	18,229	18,746	19,278
	250										
	<b>LACE HILL</b>										
4,167	LACE HILL PLAY AREA				3,000	3,000	1,000	1,500	2,000	2,060	4,000
4,050	LACE HILL PLAYING FIELDS	11,677	2,898	11,000	9,000	2,000	1,000	1,030	1,061	1,093	1,126
4,158	LACE HILL GAS	6,397	8,894	2,800	5,000	5,000	5,150	5,305	5,464	5,628	5,796
4,159	LACE HILL ELECTRICITY	3,722	3,761	2,500	-3,757	5,438	1,960	2,019	2,079	2,142	2,206
4,160	LACE HILL WATER	855	527	2,500	2,500	2,000	1,250	1,288	1,326	1,366	1,407

Account Code	Cost Centre	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
4,161		4,206	6,815	10,000	10,000	5,000	5,000	5,150	5,305	5,464	5,628
	LACE HILL REPAIRS & MAINT										
4,162		3,183	3,644	10,000	3,500	3,500	3,750	3,863	3,978	4,098	4,221
	LACE HILL CONTRACTOR										
4,163		104	0	500	500	500	515	530	546	563	580
	LACE HILL ALARM										
4,164		6,148	487	7,000	3,000	2,000	2,500	3,200	3,296	3,500	4,000
	LACE HILL EQUIPMENT										
TBA					0	0	715	736	759	781	805
	LACE HILL SOLAR MAINTAINENCE										
4,605			5,882	4,709	0	0					
	HORTICULTURAL CONTRACT										
4,225		9,087	9,360	9,692	9,600	9,575	9,888	10,185	10,490	10,805	11,129
	RATES										
	<b>TOTAL EXPENDITURE</b>	45,379	42,268	60,701	42,343	38,013	33,250	34,805	36,304	37,498	40,896
1,026		40,081	43,571	37,000	44,000	44,000	42,920	44,208	45,534	46,900	48,307
	HIRE INCOME										
TBA					0	0	507	522	538	554	571
	SOLAR INCOME										
1,026		40,081	43,661	37,000	44,000	44,000	43,427	44,730	46,072	47,454	48,877
	<b>TOTAL INCOME</b>	5,298	-1,393	23,701	-1,657	-5,987	-10,177	-9,925	-9,768	-9,956	-7,981
	<b>Community Centre</b>										
4,085					4,000	1,000	0	2,500	3,000	4,000	4,120
	Structural repairs										
TBA					0	0	1,000	1,030	1,061	1,093	1,126
	Council Chamber										
	<b>TOTAL EXPENDITURE</b>				4,000	1,000	1,000	3,530	4,061	5,093	5,246
	251										
	<b>CHANDOS PARK</b>										

Account Code	Cost Centre	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
4,122					2,000	2,000	1,000	3,000	3,090	3,183	3,278
4,106		96	289	500	3,500	3,500	1,000	1,200	2,000	3,000	4,000
4,601		1,440	3,080	2,975	2,500	2,500	2,575	2,652	2,732	3,500	4,000
4,602		455	356	500	500	500	515	530	546	563	580
4,603		2,640	1,007	1,500	1,500	1,500	1,545	1,591	1,639	1,688	1,739
		8,777	4,732	12,305	10,000	10,000	6,635	8,974	10,007	11,934	13,597
1,030		550	550	550	550	550	567	583	601	619	638
1,035		625	625	625	625	625	644	663	683	703	725
		1,175	1,175	1,175	1,175	1,175	1,210	1,247	1,284	1,322	1,362
		7,602	3,557	11,130	8,825	8,825	5,425	7,727	8,723	10,611	12,235
	252										
4,106		401	1,111	1,000	1,000	1,000	1,000	1,500	2,000	3,000	4,000
TBA					0	0	2,500	2,575	2,652	2,732	2,814
4,122		400	7,000	7,000	7,000	7,000	7,000	7,000	8,000	8,240	8,487
4,601		7,303	3,291	4,000	4,000	4,000	6,000	6,000	6,180	6,365	7,500
4,605		11,285	21,122	20,471	0	0	0	0	0	0	0

Account Code	Cost Centre	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
4,708		0	0	0	10,000	10,000					0
	PLAY EQUIPMENT										
	<b>TOTAL EXPENDITURE</b>	19,389	32,524	32,471	22,000	22,000	16,500	17,075	18,832	20,337	22,801
1,078		0		0							
	NEW HOMES BONUS										
	<b>TOTAL INCOME</b>	19,389	32,524	32,471	22,000	22,000	16,500	17,075	18,832	20,337	22,801
	<b>CEMETERY</b>										
4,225		106	310	1,300	1,000	349	400	412	424	437	450
	RATES										
4,601		2,418	1,629	3,000	3,000	3,000	3,090	3,183	3,278	3,377	3,478
	REPAIRS & MAINTENANCE FUND										
TBA					0	0	4,000	4,120	4,244	4,371	4,502
	TREE WORKS										
4,602		755	434	400	400	400	450	464	477	492	506
	ELECTRICITY										
4,605		4,985	7,353	6,806	0	0	0	0	0	0	0
	HORTICULTURAL CONTRACT										
4,617		0	0	1,000	2,000	2,000	2,060	2,122	2,185	2,251	2,319
	MEMORIAL TESTING										
4,620		7,097	2,697	6,500	6,500	6,500	6,695	6,896	7,103	7,316	7,535
	EXPENSES RE BURIAL DUTIES										
4,621		0	300	20,000	7,000	7,000	0	0	0	0	0
	NEW CEMETERY PLANNING										
TBA					0	0	300	5,000	20,000	30,000	30,900
	NEW CEMETERY MAINTENANCE										
4,619					28,278	28,278	24,278	28,278	28,278	28,278	28,278
	NEW CEMETERY REPAYMENTS										

Account Code	Cost Centre	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	<b>TOTAL EXPENDITURE</b>	15,361	12,723	39,006	48,178	47,527	41,273	50,474	65,990	76,521	77,968
1,041	BURIAL FEES	24,959	17,170	12,500	17,000	17,000	18,000	18,540	19,096	19,669	20,259
1,045	CEMETERY WAR GRAVES COMM	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL INCOME</b>	24,959	17,170	12,500	17,000	17,000	18,000	18,540	19,096	19,669	20,259
	Expenditure over income	-9,598	-4,447	26,506	31,178	30,527	23,273	31,934	46,894	56,852	57,709
	<b>254 CHANDOS PARK TOILETS</b>										
4,612	CONTRACTOR CHARGE	10,270	18,830	9,000	13,000	13,000	13,390	13,792	14,205	14,632	15,071
4,709	MAINTENANCE	403	884	1,000	1,000	1,000	1,030	1,061	1,093	1,126	1,159
	<b>TOTAL EXPENDITURE</b>	10,673	19,714	10,000	14,000	14,000	14,420	14,853	15,298	15,757	16,230
		10,673									
	<b>255 RAILWAY WALK &amp; CASTLE HILL</b>										
4,120	FRIENDS OF GROUPS	1,595	522	1,000	1,000	1,000	1,030	1,061	1,093	1,126	1,159
4,605	HORTICULTURAL CONTRACT	0	2,300	2,010	0	0	0	0	0	0	0
4,709	MAINTENANCE	0	229	500	500	500	515	1,000	1,030	1,061	1,093
4,122	TREE WORKS	402	740	1,500	1,500	1,500	1,545	1,591	2,000	2,060	3,000
	<b>TOTAL EXPENDITURE</b>	1,997	3,791	5,010	3,000	3,000	3,090	3,652	4,123	4,246	5,252
		1,997		5,010							



Account Code	Cost Centre		Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	256	<b>STORAGE PREMISES</b>										
4,066		GRENVILLE GARAGE RENT	699	599	650	650	650	670	690	710	732	754
		<b>TOTAL EXPENDITURE</b>	699	599	650	650	650	670	690	710	732	754
	257	<b>KEN TAGG PLAYGROUND</b>										
4,106		PLAY AREA MAINTENANCE	92	72	500	500	500	515	530	546	563	580
4,122		TREE WORKS	0	120	500	250	250	258	265	273	281	290
4,605		HORTICULTURAL CONTRACT	491	748	786	0	0	0	0	0	0	0
		<b>TOTAL EXPENDITURE</b>	583	940	1,786	750	750	773	796	820	844	869
	258	<b>CEMETERY LODGE</b>										
4,034		PWLB REPAYMENTS INCL	4,702	4,702	4,702	4,702	4,702	4,702	4,702	4,702	4,702	4,702
4,225		RATES	0	0	0	0	0	0	0	0	0	0
4,609		CEMETERY LODGE MAINT	1,800	1,850	2,000	5,000	5,000	3,000	3,090	3,183	3,278	3,377
		<b>TOTAL EXPENDITURE</b>	6,502	6,552	6,702	9,702	9,702	7,702	7,792	7,885	7,980	8,079
1,061		CEMETERY LODGE RENTAL	10,098	10,176	10,530	10,530	10,530	10,846	11,171	11,506	11,852	12,207

Account Code	Cost Centre	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
		10,098	10,176	10,530	10,530	10,530	10,846	11,171	11,506	11,852	12,207
		-3,596	-3,624	-3,828	-828	-828	-3,144	-3,379	-3,622	-3,871	-4,129
	259										
4,106		303	72	500	500	500	1,000	1,030	1,500	1,545	1,591
4,122		0	0	150	400	400	412	424	437	450	464
4,605		1,647	2,559	2,666	0	0	0	0	0	0	0
		1,950	2,631	3,316	900	900	1,412	1,454	1,937	1,995	2,055
		1,950		3,316							
	260										
4,100		450	2,835	2,400	1,600	1,600	1,648	1,697	1,748	1,801	1,855
		450	2,835	2,400	1,600	1,600	1,648	1,697	1,748	1,801	1,855
		450		2,400							
4,035					2,000	1,500	1,600	1,648	1,697	1,748	1,801
4,036					3,000	2,500	2,600	2,678	2,758	2,841	2,926
4,037					1,500	1,000	1,200	1,236	1,273	1,311	1,351
4,033					1,800	1,800	1,800	1,854	1,910	1,967	2,026

Account Code	Cost Centre	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	TOTAL EXPENDITURE				8,300	6,800	7,200	7,416	7,638	7,868	8,104

9. Summary

	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
TOTALS	489,943	390,995	484,567	515,258	502,361	489,146	519,381	553,359	581,111	602,669
ENVIRONMENT TOTAL EXPENDITURE										
INCOME	107,698	103,671	97,029	107,804	104,805	106,035	108,502	107,794	108,518	108,323
TOTAL EXPENDITURE OVER INCOME	382,245	287,325	387,538	407,454	397,555	383,111	410,878	445,566	472,593	494,346

10. Proposed Combined Budgets for Play Areas and Tree Works

	Actual 2017/18	Actual 2018/19	Budget 2018/19	Budget 2019/20	Forecast 2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Spending										
Play Areas	892	1,544	1,544	8,500	8,500	4,515	5,760	8,046	10,168	14,171
Tree works	802	7,860	7,860	11,150	11,150	14,215	16,401	18,044	18,585	20,021

**BUCKINGHAM TOWN COUNCIL**

**ENVIRONMENT COMMITTEE**

**MONDAY 21<sup>st</sup> October 2019**

Contact Officer: Committee Clerk

**Climate Change Draft for Discussion Action Plan**

**1. Recommendations**

- 1.1. It is RECOMMENDED that Members discuss the draft Action Plan and agree the Council's overarching objectives to:
- i) Energy - to reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat.
  - ii) Transport – to promote walking, cycling and public transport. Accelerating the move to Council owned electric vehicles.
  - iii) Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water.
  - iv) Economy, Housing & Waste – to support the local economy to ensure existing and new homes are climate resilient whilst reducing, re using and recycling materials
  - v) Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts;
- 1.2. That Members discuss, at a future meeting of Environment Committee, the budgetary implications of any actions they wish to take forward.
- 1.3. That each Committee be presented with this report highlighting the amendments to the Action Plan and asked to consider how they can contribute to achieving this agenda.
- 1.4. That these plans once agreed are reviewed yearly by the Environment Committee, with previously rejected suggestions reviewed and new suggestions added.

**2. Background**

2.1. At Full Council on the 15<sup>th</sup> July 2019 Members AGREED:

*"That Buckingham Town Council declares a climate emergency and encourages Buckingham to go carbon neutral by 2030. This will help to raise the profile of this vital issue and secure external support and funding. It is also proposed that Buckingham Town Council also signs up to the Covenant of Mayors to track our progress and link with towns around the world who are cutting emissions."*

and for

*"... Buckingham Town Council to support the need for a Climate Change Action Plan for Buckingham Town, so that we take the first step towards taking some concerted actions to reduce and move towards a Net Zero Carbon Footprint for the town. There are so many no-cost and low-cost options available that when combined with the funding available to community and other organisations we can start to play an increased role in combating climate change."*

- 2.2 Local Councils that have declared a climate emergency tend to do so to provide leadership and help educate their communities about both the threat of and solutions to the climate crisis. This should then act to harness “people power” to make that change possible at all levels, especially driving higher levels of government to act and ultimately force them to pull the economic and legislative levers needed to reverse global warming and restore a safe climate.
- 2.3 As noted by the Government's Committee on Climate Change in its Progress Report to Parliament July 2019; there is a “*substantial gap between current plans and future requirements and an even greater shortfall in action*”. Even if net zero is achieved globally, our climate will continue to warm in the short-term, and sea level will continue to rise for centuries. We must plan for this reality. This requires rapid cuts in greenhouse gas emissions from all sectors – including energy, transport, food and agriculture – alongside bolder efforts to maximise the potential of carbon sinks such as woodlands, peatlands and soil. Combating climate change requires unified action across all sectors of society. However, this collective action is precluded by the ‘consensus gap’ between scientific knowledge and public opinion.
- 2.4 A number of other towns and cities can provide a good model and can be used for inspiration and ideas. These include Frome, Totnes and Preston in the UK and Bologna in Italy. Other towns and cities have conducted an audit of good ideas, consulting with local residents and action groups to shape the proposals within their action plans. Buckingham Town Council needs to provide a carbon audit of all its assets and work procedures to see what improvements can be made and implemented.
3. This Action Plan for Buckingham Town Council is based on a commitment to achieve:
- 3.1. A carbon neutral Buckingham Town Council by 2030
  - 3.2. Whilst recognising and supporting the Government's legal obligation 80% reduction on 1990 levels by 2050 *and*
  - 3.3. Government's recent commitment to be net carbon zero by 2050
4. This draft action plan sets locally determined actions with measures to deliver the objectives both within the Council and across the town. The actions are measurable with targets that hold the Council to account. This Climate Change Action Plan is an over-arching pledge that identifies the following priority areas of change:

#### **Proposed Objectives**

- a) Energy - to reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat.
- b) Transport – to promote walking, cycling and public transport. Accelerating the move to Council owned electric vehicles.
- c) Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water.
- d) Economy, Housing & Waste – to support the local economy to ensure existing and new homes are climate resilient whilst reducing, re using and recycling materials

e) Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts.

**5. Financial Implications (to be updated at future meeting of Environment Committee)**

*It is important understand what the Climate Emergency Action Plan will cost and how funding required will be sourced. These can be clearly laid out using the following traffic light scheme:*

- *Green actions – no budget allocation required*
- *Amber actions– budget required*
- *Red actions – budget required but costs unknown*

## Buckingham Town Council Draft Climate Change Action Plan

**Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts.**

Action	Measure	Responsibility
Creation of a Climate Emergency webpage, Facebook page and hashtag to enable discussion, idea sharing and extend public awareness of the issues.	Number of visitors per year X per year	Resources Committee
Information can be made available in Buckingham library and on notice boards to maximise public awareness and access to information.	Number of contacts made	Resources Committee
Encourage practical action by local people through proactive communication campaigns. Consider creation of an impartial local guide that provides information on accredited local energy assessors and renewable energy installers for solar panels, batteries, EV chargers and heat pumps etc.	Number of downloads/copies requested. X per year	TC&E and Environment Committee
Consultation on the Buckingham Neighbourhood Plan refresh will enable detailed consultation on the proposed changes.	One formed	Planning Committee
Encourage the formation of Local Climate Action Groups.	One per year	Resources Committee
Host a public meeting on the issue.	One per year	Resources Committee

**Energy - reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat**

Action	Measure	Responsibility
Implement an Energy Audit of all Council buildings operations and vehicles.	Actions implemented	Resources Committee
Change BTIC energy provider to renewable/ green tariffs	Moved to green tariffs by 202021	Environment Committee
Offset carbon emissions by planting more trees (wherever possible)	One tree planting project per year	Environment Committee
Investigate options for carbon offsetting Town Council event e.g. Bonfire & Fireworks	Publication of carbon Offsetting certification for each relevant event	Town Centre & Event Committee
Minimise the climate impact from development and encourage a low carbon economy through our planning system by	% of new builds in the parish to be low carbon properties	Planning Committee
<ul style="list-style-type: none"> <li>• Encourage a sustainable pattern of development supported by a low carbon transport infrastructure</li> <li>• Promote sustainable design in buildings</li> </ul>	% of new builds in the parish to be low carbon properties	Planning Committee



Install renewable energy generation on Council owned buildings

Installation of Photovoltaic Panels on all the Lace Hill Centre, The Community Centre and the new cemetery building (once constructed).  
Full Council and Resources Committee

**Economy, Housing & Waste – to support the local economy to ensure existing and new homes are climate resilient whilst reducing, re using and recycling materials**

**Action**

Provide recycling facilities at all town Council Events

Write to local Supermarkets asking for a reverse plastic bottle vending machine in their car parks

Work with and support litter picking initiatives around town including the increased promotion of River rinse

Investigate the installation of textile recycling banks at Lace Hill SCC car park

Consider installing water butts for all new town council buildings and use the water for planters and hanging baskets

Fit water saving devices in all town council owned toilets

Promote the installation of the water bottle refill station in Chandos Park and the national refill initiative

**Measure**

One bin per event

Contact with four large Supermarkets

One Town Council event per year in addition to the two river rinses

One textile recycling bank

One per new build (owned by BTC)

One per toilet

Number of interactions through Social Media

**Responsibility**

TC&E Committee

Environment Committee

TC&E Committee

Environment Committee

Resources Committee

Environment Committee

Environment Committee and Resources Committee

Actions implemented to eliminate the use of single-use plastics within Council offices/buildings and continue to promote Plastic-free Buckingham  
 Implement waste education and promotional campaigns  
 Request a carbon footprint of any Town Council investment and seek to reduce this by switching to investments supporting renewable energy projects and eco-enhancements  
 Buy local fair-trade recycled plastic free repairable and sustainable products wherever possible/available  
 Ask grant applicants to consider the impact on the environment of their project and any steps they can take to mitigate them. Members to consider these responses when allocating grant funds

No purchases of single use plastics Resources Committee  
 Number of interactions through social media and with groups including schools Resources Committee  
 Measure and publish low carbon emission certification Resources Committee  
 Consideration of a procurement strategy Resources Committee  
 Resources Committee

Transport – to promote walking, cycling and public transport. Accelerating the move to Council owned electric vehicles

**Action**

**Measure**

**Responsibility**

Review of HGV restrictions in the town to ensure the largest number are implemented and enforced  
 Explore more bike parking facilities around the town including local schools and businesses  
 Consider holding an event that promotes cycling around the town

5 more racks by 2021  
 To be considered on a future agenda of TC&E 2019/20  
 Planning Committee  
 Planning Committee  
 Town Centre & Events Committee

Replace BTC owned vehicles and green spaces equipment with suitable electric models when existing petrol and diesel vehicles come to the end of their usable life resulting in full replacement with electric vehicles by 2030.

Refurbish and promote the town's benches to assist walkers to take short rests. Advertise with signs pedestrian friendly town.

Work with Buckinghamshire Council to extend/improve cycle/walking network.

Work with Buckinghamshire Council on increasing EV charge points on public land.

Replace each vehicle at the appropriate point in its lifecycle. Environment Committee

Replace each bench at the appropriate point in its lifecycle. Environment Committee

Full Council

Full Council

**Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water.**

**Action**

Finalise Flood Plans with local partners

Advise residents on steps to increase resilience

Promote the community flood warden scheme

Protect and enhance native species and habitats

Promoting and support opportunities for environmental enhancement and regeneration

Support local food production including the provision of more allotments for people to grow their own food.

Seek adequate garden space or community spaces for growing food in all future development.

**Measure**

Number of contacts established

Increased number of residents signed up to the Flood Warden Scheme

Increased number of residents signed up to the Flood Warden Scheme

One environmental campaign per year

Number of allotment holders at the Road Allotment site

One community space per new development

**Responsibility**

Environment & Resources Committee

Environment & Resources Committee

Environment & Resources Committee

Environment & Resources Committee

Full Council

Full Council an Planning Committee

Purchase (where possible) locally produced and fair-trade food for the Council's use and civic events.

Review of grass verges and hedges to identify areas to be trimmed less and later in the year to support more wildflowers and insects

Each year allocate a section of land to be planted with wildflowers.

Plan a new eco-friendlier cemetery to include planting more trees and wildflowers.

Research new grasses that can be planted to absorb and trap more carbon in their roots and sow them in public spaces and new developments.

Work with the Tree Wardens in promotion of the Tree Charter to register key trees on the Woodland Trust's Inventory of Ancient Trees and consider any new TPOs.

Look to legally protect the future of the riverside parks in Buckingham, including Chandos Park, Bourton Park and Heartlands as parkland.

Ask grant applicants to consider the impact on the environment of their project and any steps they can take to mitigate them. Members to consider these responses when allocating grant funds.

All BTC events

Resources Committee

To be considered within Greenspaces Strategy and Management Plan for Parks

Environment Committee

One per year

Environment Committee

Measure and publish plans and low carbon emission certification

Environment Committee

Future agenda of 2019/20

Environment Committee

10 new trees registered

Environment Committee

Future agenda of 2019/20

Planning Committee and Environment Committee

Resources Committee

**BUCKINGHAM TOWN COUNCIL**

**ENVIRONMENT COMMITTEE**

**MONDAY 21<sup>ST</sup> OCTOBER 2019**

**Bourton Park Action Plan**

**Contact Officer:** Town Clerk and Estates Manager

**1. Recommendation**

- 1.1. It is recommended that members agree the Bourton Park Improvements Action Plan;
- 1.2. It is recommended that it is agreed that the action plan forms a part of the Town Council's S106 wish list (Agenda item 13).

**2. Background**

The Bourton Park Management Plan has been further developed following previous discussion by the Committee. This now includes the key actions recommended to implement the Plan.

**3. Additional Information**

The Bourton Park Improvements Action Plan is listed below.

## Bourton Park Improvement Action Plan

no.	Items	Who	Comments/Funding/Notes	Action required
<b>A welcoming place</b>				
	Footbridge over river connecting to Heartlands -	BTC/AVDC	improved access to/from 'Heartlands' - long-term ambition	Identify best locations, cost and add to masterplan
	Cycle racks -	BTC	identify best locations incorporate into masterplan	
	Noticeboards -	BTC	renovated this year but with a view to replace within next 3 years within masterplan	Cost and add to masterplan
<b>Healthy, safe and secure</b>				
	Toddlers Play area - Surfacing	BTC	Obtain prices and incorporate in masterplan	Cost and add to masterplan
	Toddlers Play area - Fencing	BTC	funding available in 2019/20 BTC budget look to install Sept/Oct	Installation winter 2019
	Additional wheelchair accessible picnic bench	BTC and Access for all	designed and installed by BTC funding from Access for all.	Installation due Autumn 2019 obtain with any budget underspend 2019/20 and in 2020/2021
	Litter bins	BTC	4 old style bins remaining need replacement by 2021	
	Paddock A fencing - replace sections as required	BTC	carried out within Park Maintenance budget	Incorporated in parks maintenance budget

Paddock B fencing - Remove along hedge when fails and replace along main path section	BTC	carried out within Park Maintenance budget	Installation due winter 2019
Toilet Provision and kiosk	BTC	Feasibility study required looking at what can be achieved and be then a part of masterplan	Feasibility Study to be obtained - fee proposal required
Dog fouling poster competition with school	BTC	timing of competition is key	
<b>Well maintained and clean</b>			
Paddock B - investigate what future use of this area is best		Consideration to be given to it being on a flood plain and what development would be suitable.	Feasibility Study to be obtained - fee proposal required
Planting beds near Otters Pond	BTC	part of pond and stream renovation project	Incorporate in Ponds Plan, Costs required and add to masterplan
River banks - 'Landing bays' and wildflower planting		wildflower planting plan 2020	Plans to be worked on and funding obtained
Tree planting - Area locations	BTC	planting strategy - native species suitable for location. Memorial trees or donations from organisations.	Plans to be worked on and funding obtained
Footpaths - re-surfacing required to most footpaths and ramps to footbridges need further investigation.	BTC	costings to be obtained and put within masterplan	Budget costings to be obtained and added to masterplan
Timber Footbridges	BTC/structural engineer	structural survey carried out, actions from this will need to be programed in along with expected life-span of bridges which may need to be	Structural details and costings to be obtained. Options for bridge 2 to be investigated

				considered within budgets Bridge 2 to be replaced	
<b>Sustainability</b>					
	Town Council compost facility to be provided at the new cemetery to enable waste from the park to be recycled and returned to the park.	BTC		suitable design to be included with plans for the new cemetery	Incorporate into plans for new cemetery/allotments
<b>Biodiversity, Landscape and Heritage</b>					
	Bat survey undertaken and follow up on any actions identified	BTC and bat group		carry out survey and carry out any actions	Arrange meeting with bat group
	Tree planting scheme	BTC in discussion with Tree Wardens		areas allocated for future tree planting with suitable species and number of trees, to be planted when funding or donations allow.	Planting plan and species list to be created
	Renovation Plan for the pond and stream system	BTC in consultation with the EA Hold discussions with Buckingham canal society		detailed management plan to be created and consultation with EA carried out, costings obtained, to be included with masterplan	Pond management plan, Budget costings to be obtained and added to masterplan
	Highlighting old course of the Buckingham Canal and its heritage			possibly highlight old route and the re-watered section	Hold meeting with Canal Society



<b>Community Involvement</b>			
	Set up friends of Bourton Park group	BTC	
	Park users survey	BTC	Targeted survey when need arises
<b>Marketing and Communication</b>			
	development of a smart phone app, which gives visitors and residents guided tours around the area on a variety of different routes	BTC - Economic Development Working Group	to be incorporated in the Buckingham community heritage app. To encourage visitors and educate users of the park
	Work with Bourton Meadow school in helping designing improvements to the 'Otters Pond'	Bourton Meadow Academy / BTC	Pond management plan, Budget costings to be obtained and added to masterplan
	Improve information available on BTC website about Bourton Park	BTC	include in next website improvements: list of facilities/access/map etc. Done - keep reviewed

<b>Management</b>			
	Review and update management plan annually	Environment committee	report
	Prepare Masterplan	BTC &	
	Apply for Green Flag Status	BTC	
	seek sources of funding	BTC	S106, New Homes Bonus, Wren

Feasibility Study
Underway/Completed
Pond Management Plan
Plan/Detail/Costings needed

**BUCKINGHAM TOWN COUNCIL****ENVIRONMENT COMMITTEE****MONDAY 21<sup>st</sup> OCTOBER 2019**

Contact Officer: Lee Phillips, Estates Manager

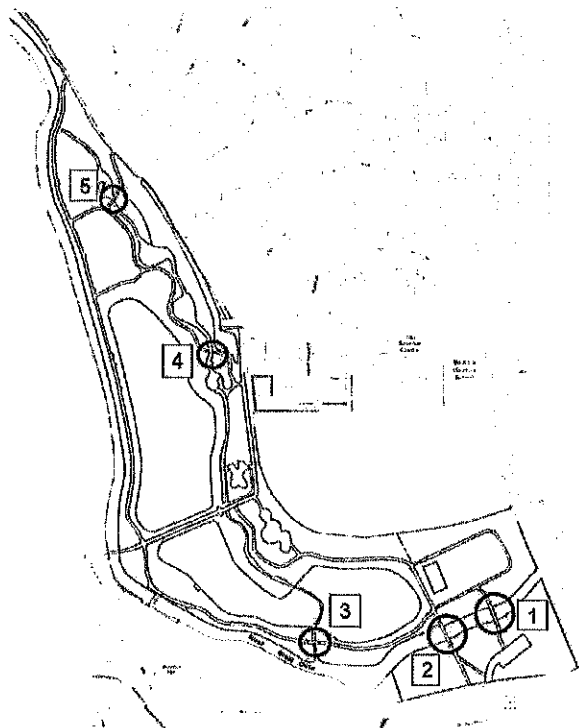
**Bourton Park Bridge Survey****1. Recommendations**

The office proceed with obtaining costs for the repairs indicated in the survey to include obtaining detailed instruction from a structural engineer on how the repairs are to be carried out and reports to the next meeting, including proposed additional costs for 2020/21.

The office investigates what options there are for Bridge 2.

**2. Background**

Following a recent inspection of the bridges in Bourton Park a decayed area was noticed and a structural survey was carried out of all of the timber bridges in the Park. The survey has come back and has been emailed to committee members. The conclusions are below.

**3. Conclusions**

- Repairs are required for bridges 1,3,4 and 5, including repair of primary structural timbers, and replacement of a number of balustrade posts and balusters and deck boards in some cases.

- Bridge 2 comprises primary structural glulam components that are at the end of their service life.

## BUCKINGHAM TOWN COUNCIL

### S106 Wish-List

### ENVIRONMENT

21<sup>st</sup> OCTOBER 2019

Agenda item: S106 wish-list

Contact Officer: Paul Hodson, Town Clerk

#### 1. Recommendation

1.1. It is **RECOMMENDED** that the Committee agrees to recommend the proposed list for agreement by Full Council.

#### 2. Background

2.1. AVDC have requested a revised S106 wish-list for Buckingham. The Town Council agreed a number of proposals for S106 projects that meet the District Council's Sport and Leisure Facility Provision Standards in 2017. Some of these have been progressed. Those which are eligible and have not been delivered are including in the proposed list below. Additional projects have been added from the Neighbourhood Plan and the new Management Plan for Bourton Park. The District Council's Sport and Leisure Facility Provision Standards are included with this report for information.

#### 3. Section 106 Culture and Sports Contributions: Project Suggestions

Agreed by the Town Council's Planning committee Planning 15 <sup>th</sup> May 2017 (PL/01/17)	Bandstand at the Heartlands Park
	BMX Track, at a location to be agreed, potentially as part of a new development. Town Councillors have repeatedly requested a BMX track in response to representations from local residents.
	New woodland populated with trees funded from each new housing development
	Bridge from Linden Village to Heartlands Park - completing the riverside circular walk
Actions from the Buckingham Neighbourhood Development Plan (based on extensive local consultation and	Objective 8 of the Neighbourhood Plan Includes the provision of Community Buildings. This includes <b>NDP 8.4 A Cultural Arts Venue</b> . <i>"The cultural arts centre will provide a facility for hosting performances and art. It will provide a public arts space available without the identified constraints of private ownership. Whilst facilities may exist within the town, questions of access especially at the</i>

agreed by local referendum)	<i>weekends and evenings and insurance coverage have constrained general public access.</i> " A 3-400 seat flexible community venue is needed at a site to be agreed. This may be within an existing site, or a large new development could be asked to provide land as part of their S106 arrangements.
Actions to Progress the Bourton Park Management Plan	Feasibility Study to explore options for the creation of toilets and a kiosk on or next to Bourton Park
	Repair of timber bridges to make them more sustainable
	Upgrading of footpaths to be more sustainable, using environmentally friendly materials, to make the paths safe for the weekly park runs and suitable for wheelchair users.

**BUCKINGHAM TOWN COUNCIL**

**ENVIRONMENT COMMITTEE**

**MONDAY 21<sup>st</sup> October 2019**

Contact Officer: Town Clerk, Paul Hodson

**Additional Devolved Services and Town Centre Audit**

**1. Recommendations**

- 1.1. It is recommended that the Council seek funding from the County Council / Unitary Council for similar work in the future
- 1.2. It is recommended that Councillors carry out a survey of issues in the town early in the new year, including highway defects, to enable a list of future priorities to be put together.

**2. Background**

- 2.1. The Town Council was one of five pilot councils who have been given permission and funding to tackle issues such as potholes on minor roads directly. Under the agreement, Buckingham Town Council had enough funding to repair 140 defects in local roads and paths in Buckingham with a speed limit of 30mph or less. Following a review of complaints and a survey by Town Councillors, each defect was identified as one that could be significantly improved with small repairs.
- 2.2. Town Councillors who took part used the fixmystreet site to report defects. This resulted in largely unsatisfying automated responses. It is therefore proposed not to use this approach in the future.
- 2.3. The completed work included 136 potholes being filled, relaying slabs and creating new footpath drain channels. One improvement was the repair of the footpath leading up to the church.
- 2.4. While some roads could not be worked on as they are in need of total resurfacing, these small repairs are important to keep pedestrians and cyclists safe and protect vehicles from pothole damage.
- 2.5. The Town Council received £9,425 from the County Council for these works. The full amount was used to pay a local contractor, who is licensed to carry out works on the highway. The work also took several days of the Estates Manager's time to specify the detailed requirements and to monitor the contractor. It is proposed that in the future a percentage is charge for the Estate Managers time.
- 2.6. The works would not have taken place without this scheme, so the Town Council has been able to provide improvements in partnership with the County Council for the first time.

## Greenspaces Complaint Log

Ref	Date	How was Complaint Made	Complainant	Problem	Location	Does complainant want feedback	Who is responsible for area	Action Required	Outcome/ Follow up	Completed
S016	08/04/2019	letter	anonymous resident	Litter	stream area of london road and small stream	N	BTC	Send green spaces to check - some areas		
S017	08/04/2019	phone call	resident	steps in poor condition	footpath steps on addington road	N	BCC	passed to BCC	response on 23/4 saying BCC will not	Y
S018	29/04/2019	phone call	resident	school parents parking where dog walker	in bourton meadow car park	N	N/A	discussed by BTC. green spaces to investigate using a contractor to fix problem.	No legal right for one group to use the	Y
S019	31/05/2019	email	resident	lighting turning off as you approach	Chandos Park, by the bridge	N	BTC			
S020	05/06/2019	in person	contractor	cornwalls toilets being left in a mess, loo roll disappearing, vodka bottles, bin tipped out	Cornwalls car park	Y	BTC/TVP	Keep records and check CCTV to identify culprit		
S021	05/06/2019	phone	resident	grass verges not cut	Embleton Way	N	Devolved area - David Lett Tool shed	asked to be cut 3 times - will get BTC team to cut	BTC cut	
S022	05/06/2019	phone	resident	half of grass verges not cut	Addington Rd	N	Devolved: David Letts area - asked to complete			
S023	11/06/2019	email	resident	grass not cut properly and weeds not controlled	Addington Rd	Y	Devolved: David Letts area - asked to complete		BTC cut 11/6/2019	
S024	11/06/2019	phone	Ron Bissel	hedge on roundabout blocking visibility for pedestrians	A421 Gawcott Rd	Y	will look into			
S025	14/06/2019	email	Dean	branch down	Bourton Park	n		Cleared by greenspaces team	done	



## Greenspaces Complaint Log

Ref	Date	How was Complaint Made	Complainant	Problem	Location	Does complainant want feedback	Who is responsible for area	Action Required	Outcome/ Follow up	Completed
S026	12/06/2019	email	nuth	grass not cut to rear of Mare Leys	Linden Village	n	AVDC	checked and had just been cut by AVDC		
S027	12/06/2019	in person	steve	low branch over path	Moreton Rd	n	Devolved	Cleared by greenspaces team	done	
S028	25/06/2019	in person	rosmary	low branch over path	on corner of Badgers and Bourton Rd	n	avdc	reported to avdc		y
S029	26/06/2019	from tfb		grass cutting on Western av		N	devolved	grass going to be cut tomorrow		
S030	25/06/2019	email		rubbish, vandalised fence and fire	fence pulled down and bonfire next to weir, rubbish left around	N	btc	Cleared by greenspaces team		y
S031	01/07/2019	email		Grass not Cut in Swallow Close	Badgers Estate due Cut	N	devolved	told person cutting area it needs cutting	requires follow up	
S032	26/07/2019	email		grass not cut	cobhams close	N	devolved	reported to tree officer	cut by BTC	
S033	30/07/2019	phone		concerned about tree	warfside place		avdc land	Cleared by greenspaces team	report to tvp	
S034	30/07/2019	in person		phone	Chandos Park, by the bridge		btc			
S035	17/08/2019	email and phone		litter bin overflowing	near edible woodland	N	avdc	cleared by avdc		
S036	19/08/2019	email		trees fallen over river	by cricket club in Bourton	N	EA	reported to EA		
S037	23/08/2019	website submission form		not enough litter bins	london road	Y	BTC and AVDC	suggested locations (meadow bus stop, circular walk access to london rd) added to list		
S038	03/09/2019	Website/Phone call	Jenny Savage	Motion-sensor light not working causing her to injure her ankle.	Chando Park Bridge	Y	btc	Further investigation	new lights to be fitted.	

Greenspaces Complaint Log

Ref	Date	How was Complaint Made	Complainant	Problem	Location	Does complainant want feedback	Who is responsible for area	Action Required	Outcome/ Follow up	Completed
S039	07/09/2019	Email	resident	Grass not being cut over the summer after first cut	Addington Rd	Y	btc	Further investigation	Green spaces team cut	
S040	09/09/2019	email	resident	japanese knotweed growing in the river	Bourton Park	N	btc	Further investigation directed to fix my street.	Green spaces confirmed it is not japanese knotweed.	
S041	13/09/2019	facebook	resident	potholes	lenborough road	N	TfB	green spaces to investigate		
S042	17/09/2019	Email	Resident	wobbly step on slide	Otters Brook play park	N	btc			
S043	03/10/2019	Facebook	resident	trees in river	Bourton Park	N	EA	EA already informed.		
S044	05/10/2019	email	resident	large broken branch and rubbish	Pitchford Walk Linden Estate	N		green spaces to clear and assess for community service team	cleared	
S045	08/10/2019	email	resident	lots of reeds growing in the river and causing a potential obstruction	by the woolpack	Y	EA	advice from EA is that large amount of reeds are not a flood risk.	Resident reassured.	
S046	11/10/2019	in person	resident	Charter Fair cutting branches of cattlemen trees	by the bus stop	N	BTC	Investigated by staff.	One small branch was broken.	

**BUCKINGHAM TOWN COUNCIL**

**ENVIRONMENT COMMITTEE**

**MONDAY 21<sup>st</sup> October 2019**

Contact Officer: Claire Molyneux, Deputy Town Clerk

**Shopmobility**

**1. Recommendations**

- 1.1. It is recommended that the opening hours should be amended from 0930hrs-1530hrs to 1000hrs-1600hrs on a Tuesday.
- 1.2. It is recommended that aside from 1.1. the Shopmobility service continues to operate unchanged.

**2. Background**

- 2.1. During the course of the year a review has been undertaken into the Shopmobility service provided by the Buckingham Town Council. A full survey of usage has been undertaken and a report was presented to the 17<sup>th</sup> June 2019 Environment Committee **115/19**. During this meeting it was agreed to contact users and user groups. Every customer who has used the service this year has been written to and a number of other partner agencies were contacted.
- 2.2. There had been issues with long-term staff sickness effecting opening hours. Interim arrangements have now been put into place and the service has been operating as advertised using existing staff to cover.
- 2.3. There was an offer of volunteer help to run the service. Whilst this was gratefully received it is proposed to keep the service professionally run by paid staff who are fully trained and empowered to make safety decisions. It is not appropriate to directly replace or cover paid staff with volunteers. Keeping the service run by staff also prevents issues with our insurance. However, it is proposed that the Council explores options for added value services which volunteers may be able to provided.
- 2.4. Hire records have been checked and no scooter has been hired before 1000hrs on a Tuesday. However, users have needed to hurry back before closure at 1530hrs. It is recommended that a minor change to the opening hours is trialled (from 0930hrs-1530hrs to 1000hrs-1600hrs). Staff covering the service at this time have been consulted and are happy for the change. This would also enable staff covering the service to take part in weekly staff meetings which run from 9:15 to 10:00.

2.5. SJ Mobility have been contacted. They declined the offer to use the building outside of Shopmobility opening hours.

### **3. User Survey Feedback**

3.1. All users that responded to our communication were positive about the service. Almost all commented on how good the staff are and nothing was raised that would cause concern. The most common recommendation was for the service to be open on more days/hours and the second most common was for the purchase of additional scooters. However actual usage is comparatively low and at no point has the service run out of scooters or wheelchairs.

### **4. Conclusion**

4.1. Buckingham Shopmobility runs a valuable service which is clearly valued by relevant user groups. In an ideal world it would be available seven days a week but in reality usage is 1-2 customers a day and much of that usage is the same three regular customers. Opening the service on extra days would increase staffing, maintenance and overhead costs which cannot currently be justified.

**BUCKINGHAM TOWN COUNCIL**  
**OUR VALE: CROWDFUNDING FOR A PARKS PROJECT**  
**ENVIRONMENT COMMITTEE**

**21<sup>st</sup> October 2019**

**Contact Officer:** Mrs Louise Stubbs, Admin

**Recommendation:**

The next round of funding is in the spring 2020. It is recommended that the Environment Committee choose two projects to investigate in more detail in order to move forward with submitting a project for the spring round of funding.

**Background:**

Aylesbury Vale District Council has changed the way it distributes some of its grant funding, which they fund from the new homes bonus. AVDC now has a partnership with a crowd-funding company, Space Hive, to create a grant funding application system called Our Vale.

Potential projects have to be submitted through the Our Vale portal, including costed quotes for the work required for the project to take place. Once approved your project is live and you can start crowdfunding donations from the public. If your project has good public support (ie lots of people are donating – lots of small amounts are viewed very positively) you can gain additional large chunks of funding from AVDC (up to £5k) and from other grant giving bodies who review crowdfunding campaigns run through the platform – for example Idverde who fund parks projects that improve well-being through the use of green spaces.

The platform can be used for large and small projects, but works best for projects that have widespread public support. Individual charities, community groups and parish councils can all use the platform. One of the most important features of Our Vale is that if your target amount is not raised none of the funding will be paid. Therefore it's important to set a realistic target. Add-on targets can be added for 'nice to haves'. 5% of the total amount raised will also be taken if the target amount is achieved and the project is successfully funded.

AVDC will still distribute grant funds directly for specific projects that would be otherwise difficult to fund, eg town hall restoration, without going through this process.

**Report:**

Although there are many different projects in Buckingham that the Town Council would like to do, it is difficult to choose one project that is both highly wanted by residents to the extent that they would be willing to give money towards it, and costs a total achievable amount of money to raise.

On the 12<sup>th</sup> and 13<sup>th</sup> September 2019, followers of our Facebook page were invited to give their ideas of a project in Buckingham they would want to crowdfund for.

**High-cost projects (£££,£££):**

<b>Public Suggestion</b>	<b>Pros</b>	<b>Cons</b>
<b>Toilets in Bourton Park</b>	Very popular, Could receive support from outside groups eg parkrun.	Ongoing maintenance costs, Unique design likely required to mitigate risk of flooding.
<b>Splash Park</b>	Very popular	Ongoing maintenance costs, Unique design likely required to mitigate risk of flooding, Water has to be clean and safe which is more complex and expensive near a river.

As the platform is crowd-funding based there is admin and publicity costs involved in spreading information about the project widely and encouraging people to be involved. The larger the amount of money wanted the more work would have to go into encouraging people to donate. For a high-cost project staff or volunteer time would likely be needed to man market stalls, or run events explaining the project to the public and how the public could be involved.

However, many of the suggestions that the public favoured are high cost, and this could be a good way to tackle high-profile grumbles within the town that the Town Council have previously not had enough money to tackle, as well as showing the Town Council is doing it's best to find ways of addressing these problems.

**Medium-cost projects (£,£££):**

<b>Public Suggestion</b>	<b>Pros</b>	<b>Cons</b>
<b>Accessible roundabout</b>	Very popular, Could receive support from outside groups eg Access 4 All.	Ongoing maintenance costs, Parts for repair can be expensive.
<b>Fix and mend café (teaching repair skills)</b>	Medium popularity, Could receive support from outside groups.	Hard to budget for exact costs, Would need to be run by volunteers, including volunteer management, Suitable space for the café may need to be donated.
<b>Repair potholes (Lenborough Rd)</b>	Low popularity	Likely better addressed via the devolution road repair project. Difficult to ask people to donate directly for something that is the remit of BCC.

A medium-cost project may be well suited to the crowd-funding as it would combine an achievable amount of money to raise with a popular project. However the strength of feeling about these suggested projects was not as high as some others.

**Low-cost projects (£££):**

<b>Public Suggestion</b>	<b>Pros</b>	<b>Cons</b>
<b>Wildflower planting by the River</b>	Very popular, Would displace nettles	
<b>Buckingham Bronco outside the Old Gaol</b>	Medium popularity, Fun thing to do	Charter Fair previously told they couldn't have a Bucking Bronco outside the Old Gaol for H&S reasons.
<b>Tree planting</b>	Could contribute towards our carbon neutral goals.	Low popularity

A low cost project wouldn't make best use of the up to £5k available from AVDC.

**General outcome:**

The most popular options from the public suggestions were Toilets in Bourton Park and the Splash Park. Of the vote options (fixed at 2 suggestions) 42% of 184 votes were for the accessible roundabout and 58% for the wildflower planting.

Comments were positive and constructive and residents seemed keen to use the opportunity to fund a project.

**To Clerks of Parish and Town Councils, Parish Meetings and Community Councils**

Buckinghamshire Fire & Rescue Service is consulting on its new Public Safety Plan. This sets out our draft strategy for the provision of fire and rescue services in Buckinghamshire and Milton Keynes from April 2020 to March 2025.

The document identifies the key challenges we will need to meet to adapt successfully to the changing landscape of risk and demand and meet the expectations of the public and other key stakeholders.

It was approved for public consultation by our governing body, Buckinghamshire & Milton Keynes Fire Authority, at its meeting on 18 September 2019. You can view the Public Safety Plan, and how to respond to the consultation, via this link: <https://bucksfire.gov.uk/psp>

We would very much welcome feedback on our new plan from all parts of the community we serve, including organisations with whom we work in partnership, businesses and colleagues from across the wider public sector.

We hope that you will be able to participate in the consultation. Please note that the consultation will close on Monday 18 November.

Buckinghamshire Fire & Rescue Service, Brigade Headquarters, Stocklake, Aylesbury, Buckinghamshire, HP20 1BD.  
BFRS main enquiry line: 01296 744400  
Please visit our website at [www.bucksfire.gov.uk](http://www.bucksfire.gov.uk)

Our vision is to make Buckinghamshire and Milton Keynes the safest areas in England in which to live, work and travel.  
Please consider the environment - do you really need to print this email?