



BUCKINGHAM TOWN COUNCIL

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

ENVIRONMENT
COMMITTEE

Wednesday, 04 December 2019

Councillor,

You are summoned to a meeting of the **Environment Committee** of Buckingham Town Council will be held on **Monday 9th December 2019** at 7pm in the Town Council Chamber, Cornwall's Meadow, Buckingham.

Paul Hodson

Mr. P. Hodson
Town Clerk

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

AGENDA

1. Apologies for Absence

Members are asked to receive and accept apologies from members.

2. Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.

3. Minutes

To receive the minutes of the Environment Committee meeting held on Monday 21st October 2019 and received at Full Council on the 18th November 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. Climate Change Action Plan

To receive and comment on the Council's draft Action Plan

E/124/19

7. Bourton Park Bridges

To receive a verbal update from the Estates Manager

Buckingham



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.

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| 8. Town Centre Audit 2020
To receive a written report from the Town Clerk | E/125/19 |
| 9. S106 Requirements
To receive a verbal report from the Town Clerk | |
| 10. Update on The Grounds Maintenance Contract
To receive a written report from the Estates Manager | E/126/19 |
| 11. Healthcare Public Meeting
To receive a verbal report from the Town Clerk | |
| 12. Dogs on the Lace Hill Sports Pitches
To receive a written report from the Town Clerk | E/127/19 |
| 13. News Releases | |
| 14. Access Awareness | |
| 15. Draft Precept
To receive and discuss a written report from the Town Clerk | E/128/19 |
| 16. Buckingham Community Wildlife Project
To receive notes from the meeting held on the 21 st October 2019. | Appendix C |
| 17. Chair's Announcements | |
| 18. Date of Next Meeting: Monday 17 th February 2020 | |

To

Cllr. M. Cole (Town Mayor)
Cllr. Mrs. M. Gateley (Vice Chair)
Cllr. J. Harvey
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;64 0/16; 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	Town Clerk to update env Committee once he has meet with all parties	ongoing
2	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	Meeting organised for week beginning 9th December 2019.
3	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. Invitations to quote have been issued	Feb-20
4	Environment	451/18; 739/18; 280/19; 426/19	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.	Town Clerk	The Town Clerk explained he was meeting local Healthcare providers at the end of October to discuss hosting a joint public meeting. The Town Clerk said he would be pushing for a meeting date in February 2020, hosted by an external facilitator.	Agenda item 9
5	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 AGREED 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.	Ongoing

No.	Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
6	Environment	428/19	S106 - Wish List	The Town Clerk explained that AVDC didn't consider the BMX Track as part of their vision for the Heartlands Park. Members AGREED for the Town Clerk to ask AVDC for their 5-year plan for Heartlands Park and whether a BMX Track could be incorporated within this.	Town Clerk	To be provided following approval of Bourton Masterplan	On agenda 2nd Decembr 2019
7	Environment	575/18 737/18; 429/19	Town Centre Audit	Members received a written report from the Town Clerk and agreed that the Council seek funding from the County Council / Unitary Council for similar work in the future and 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.	Town Clerk		
8	Environment	884/18	Greenspaces Complaint Log	Members AGREED the report be brought back to Environment Committee in six months time in the same format.	Committee Clerk		Apr-20
9	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 AGREED to fund a new litter bin and that the Town Clerk respond accordingly. Members further AGREED 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
10	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.
11	Environment	449/19	Business Plan and Precept	The Town Clerk AGREED to review the play area budgets inline with the predicted lifetime of play area equipment.	Town Clerk		Agenda item 6
12	Environment	425/19	Bridges Bourton Park	Estates Manager 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. As well as investigate what options there are for Bridge 2.	Estates Manager		On the agenda 2nd December 2019
13	Environment	432/19	Crowdfunding	Members AGREED to move forward with submitting a project on either wildflower planting or the accessible roundabout for the spring 2020 round of funding.	Administrator	Agenda for April 2020	8th April 2020

INCOME AND EXPENDITURE - EXPLANATION OF DIFFERENCES

PAGE No	CODE	COST CENTRE	AMOUNT	EXPLANATION
1	1015	204	-£6,453.00	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	-£7,381.00	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.

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
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	7,458	7,753	295		295	96.2%
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	20,077	5,225	2,540	(2,685)		(2,685)	205.7%
9035 PARKS DEVELOPMENT	620	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	(300)	269	520	251		251	51.8%
9046 PLANNING DISPLAY EQUIPMENT	0	4,613	5,242	629		629	88.0%
9048 BAG FUND	0	788	2,071	1,283		1,283	38.0%
EARMARKED RESERVES :- Indirect Expenditure	20,397	18,954	112,368	93,414	0	93,414	16.9%
Net Expenditure	(20,397)	(18,954)	(112,368)	(93,414)			
Grand Totals:- Income	0	0	0	0			0.0%
Expenditure	20,397	18,954	112,368	93,414	0	93,414	16.9%
Net Income over Expenditure	(20,397)	(18,954)	(112,368)	(93,414)			
Movement to/(from) Gen Reserve	(20,397)	(18,954)					

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
201 ENVIRONMENT							
3995 NI ENVIRONMENT	10,999	10,065	23,567	13,502		13,502	42.7%
3996 PENSION ERS ENVIRONMENT	31,372	30,057	44,107	14,050		14,050	68.1%
4004 WAGES & SALARIES ENVIRONMENT	137,057	128,951	185,719	56,768		56,768	69.4%
4068 COMMUNITY SERVICE	3,120	1,080	9,620	8,540	2,040	6,500	32.4%
4101 SEATS AND BINS	943	313	1,000	687		687	31.3%
4112 ENVIRONMENT EQUIPMENT	8,476	5,284	7,000	1,716		1,716	75.5%
4118 SOLAR PANELS	344	0	795	795		795	0.0%
4155 SOLAR PANEL LOAN REPAYMENT	0	0	44	44		44	0.0%
ENVIRONMENT :- Indirect Expenditure	192,311	175,750	271,852	96,102	2,040	94,062	65.4%
Net Expenditure	(192,311)	(175,750)	(271,852)	(96,102)			
202 ROUNDABOUTS							
1051 ROUNDABOUT NO 1 ABBOT FIRE	2,127	2,178	2,125	(53)			102.5%
1052 ROUNDABOUT NO 2 ELLA	1,134	1,161	1,618	457			71.8%
1053 ROUNDABOUT NO 3 SEASONS INNS	1,861	1,905	1,860	(45)			102.4%
1054 ROUNDABOUT NO 4 R & B	2,302	2,429	2,312	(117)			105.1%
1056 ROUNDABOUT NO 6 THE VET CENTRE	1,684	2,587	2,537	(50)			102.0%
1057 ROUNDABOUT NO 7 RING ROAD	1,288	1,319	1,294	(25)			101.9%
ROUNDABOUTS :- Income	10,396	11,580	11,746	166			98.6%
4108 ROUNDABOUT	6,435	197	1,500	1,303		1,303	13.1%
ROUNDABOUTS :- Indirect Expenditure	6,435	197	1,500	1,303	0	1,303	13.1%
Net Income over Expenditure	3,961	11,383	10,246	(1,137)			
203 MAINTENANCE							
4063 VEHICLE HIRE AND RUNNING COSTS	19,427	19,156	26,800	7,644		7,644	71.5%
4082 ALLOTMENTS	1,500	2,000	2,000	0		0	100.0%
4102 DOG BINS	3,412	0	4,500	4,500		4,500	0.0%
MAINTENANCE :- Indirect Expenditure	24,339	21,156	33,300	12,144	0	12,144	63.5%
Net Expenditure	(24,339)	(21,156)	(33,300)	(12,144)			
204 DEVOLVED SERVICES EXPENSES							
1015 DEVOLVED OTHER INCOME	0	9,453	3,000	(6,453)			315.1%
1017 DEV SERVS NON CARRIAGEWAY INC	21,093	20,353	20,353	0			100.0%
1019 DEVOLVED SERVICES INCOME	0	(0)	0	0			0.0%
DEVOLVED SERVICES EXPENSES :- Income	21,093	29,806	23,353	(6,453)			127.6%
4124 DEVOLVED NON-CARRIAGEWAY	9,335	7,082	15,353	8,271	4,992	3,279	78.6%

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4127 DEVOLVED MINOR HIGHWAYS	0	9,425	100	(9,325)		(9,325)	9425.0%
DEVOLVED SERVICES EXPENSES :- Indirect Expenditure	9,335	16,507	15,453	(1,054)	4,992	(6,046)	139.1%
Net Income over Expenditure	11,757	13,299	7,900	(5,399)			
<u>205 GROUNDS MAINTENANCE</u>							
4033 WASTE DISPOSAL	0	689	1,800	1,111		1,111	38.3%
4035 MACHINERY	0	427	2,000	1,573		1,573	21.3%
4036 FUEL (MOWER)	0	1,090	3,000	1,910		1,910	36.3%
4037 SUNDRIES	0	683	1,500	817		817	45.5%
GROUND MAINTENANCE :- Indirect Expenditure	0	2,888	8,300	5,412	0	5,412	34.8%
Net Expenditure	0	(2,888)	(8,300)	(5,412)			
<u>248 DEPOT</u>							
4013 EQUIPMENT PURCHASE	0	458	6,000	5,542	627	4,915	18.1%
4055 ALARM	479	0	400	400		400	0.0%
4225 RATES	3,984	4,075	4,500	425		425	90.6%
4601 REPAIRS& MAINTENANCE FUND	827	48	500	452		452	9.6%
4602 ELECTRICITY	1,090	648	2,500	1,852		1,852	25.9%
4603 WATER	301	270	1,500	1,230		1,230	18.0%
DEPOT :- Indirect Expenditure	6,681	5,500	15,400	9,900	627	9,273	39.8%
Net Expenditure	(6,681)	(5,500)	(15,400)	(9,900)			
<u>249 PUBLIC TOILETS</u>							
1085 SHOP MOBILITY INCOME	0	535	350	(185)			152.8%
PUBLIC TOILETS :- Income	0	535	350	(185)			152.8%
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	221	0	1,000	1,000		1,000	0.0%
4612 CONTRACTOR CHARGE	9,674	6,096	10,450	4,354		4,354	58.3%
4709 MAINTENANCE	447	40	500	460		460	8.0%
PUBLIC TOILETS :- Indirect Expenditure	10,341	6,136	15,450	9,314	0	9,314	39.7%
Net Income over Expenditure	(10,341)	(5,601)	(15,100)	(9,499)			
<u>250 LACE HILL</u>							
1026 LACE HILL COMMUNITY CENTRE	43,571	30,432	44,000	13,568			69.2%
LACE HILL :- Income	43,571	30,432	44,000	13,568			69.2%

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4050 LACE HILL PLAYING FIELDS	2,898	1,017	9,320	8,303		8,303	10.9%
4158 LACE HILL GAS	8,894	828	5,000	4,172		4,172	16.6%
4159 LACE HILL ELECTRICITY	3,761	3,624	(3,757)	(7,381)		(7,381)	(96.4%)
4160 LACE HILL WATER	527	110	2,500	2,390		2,390	4.4%
4161 LACE HILL REPAIRS & MAINT	6,815	3,761	10,000	6,239	427	5,811	41.9%
4162 LACE HILL CONTRACTOR CHARGE	3,644	2,384	3,500	1,116		1,116	68.1%
4163 LACE HILL ALARM	0	91	500	409		409	18.2%
4164 LACE HILL EQUIPMENT PURCHASE	487	195	3,000	2,805	21	2,784	7.2%
4167 LACE HILL PLAY AREA	0	161	3,000	2,839		2,839	5.4%
4225 RATES	9,360	9,575	9,600	26		26	99.7%
4605 HORTICULTURAL CONTRACT	5,882	0	0	0		0	0.0%
LACE HILL :- Indirect Expenditure	42,268	21,746	42,663	20,917	448	20,469	52.0%
Net Income over Expenditure	1,303	8,686	1,337	(7,349)			
<u>251 CHANDOS PARK</u>							
1030 BOWLS INCOME	550	550	550	0			100.0%
1035 TENNIS COURT RENT	625	0	625	625			0.0%
CHANDOS PARK :- Income	1,175	550	1,175	625			46.8%
4106 PLAY AREA MAINTENANCE	289	1,716	3,500	1,784		1,784	49.0%
4122 TREE WORKS	0	0	2,000	2,000		2,000	0.0%
4601 REPAIRS& MAINTENANCE FUND	3,080	1,108	2,500	1,392		1,392	44.3%
4602 ELECTRICITY	356	196	500	304		304	39.2%
4603 WATER	1,007	663	1,500	837		837	44.2%
4605 HORTICULTURAL CONTRACT	6,456	0	0	0		0	0.0%
CHANDOS PARK :- Indirect Expenditure	11,187	3,682	10,000	6,318	0	6,318	36.8%
Net Income over Expenditure	(10,012)	(3,132)	(8,825)	(5,693)			
<u>252 BOURTON PARK</u>							
4106 PLAY AREA MAINTENANCE	1,111	641	1,000	359		359	64.1%
4122 TREE WORKS	7,000	90	7,000	6,910		6,910	1.3%
4601 REPAIRS& MAINTENANCE FUND	3,291	3,024	4,000	976		976	75.6%
4605 HORTICULTURAL CONTRACT	21,122	0	0	0		0	0.0%
4708 PLAY EQUIPMENT	0	0	10,000	10,000		10,000	0.0%
BOURTON PARK :- Indirect Expenditure	32,524	3,756	22,000	18,244	0	18,244	17.1%
Net Expenditure	(32,524)	(3,756)	(22,000)	(18,244)			

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>253 CEMETERY</u>							
1041 BURIAL FEES	17,170	5,975	17,000	11,025			35.1%
CEMETERY :- Income	17,170	5,975	17,000	11,025			35.1%
4225 RATES	310	349	1,000	651		651	34.9%
4601 REPAIRS& MAINTENANCE FUND	1,514	772	3,000	2,228		2,228	25.7%
4602 ELECTRICITY	434	78	400	322		322	19.5%
4605 HORTICULTURAL CONTRACT	7,353	0	0	0		0	0.0%
4617 MEMORIAL TESTING	0	0	2,000	2,000		2,000	0.0%
4619 NEW CEM REPAYMENTS	0	0	28,728	28,728		28,728	0.0%
4620 EXPENSES RE BURIAL DUTIES	2,697	1,793	6,500	4,707		4,707	27.6%
4621 NEW CEMETERY PLANNING	300	0	7,000	7,000		7,000	0.0%
CEMETERY :- Indirect Expenditure	12,608	2,992	48,628	45,636	0	45,636	6.2%
Net Income over Expenditure	4,562	2,983	(31,628)	(34,611)			
<u>254 CHANDOS PARK TOILETS</u>							
4612 CONTRACTOR CHARGE	18,830	8,303	13,000	4,697		4,697	63.9%
4709 MAINTENANCE	884	102	1,000	898		898	10.2%
CHANDOS PARK TOILETS :- Indirect Expenditure	19,714	8,405	14,000	5,595	0	5,595	60.0%
Net Expenditure	(19,714)	(8,405)	(14,000)	(5,595)			
<u>255 RAILWAY WALK & CASTLE HILL</u>							
4120 FRIENDS OF GROUPS	522	402	1,000	598		598	40.2%
4122 TREE WORKS	740	350	1,500	1,150		1,150	23.3%
4605 HORTICULTURAL CONTRACT	2,300	0	0	0		0	0.0%
4709 MAINTENANCE	229	76	500	424		424	15.3%
RAILWAY WALK & CASTLE HILL :- Indirect Expenditure	3,790	828	3,000	2,172	0	2,172	27.6%
Net Expenditure	(3,790)	(828)	(3,000)	(2,172)			
<u>256 STORAGE PREMISES</u>							
4066 GRENVILLE GARAGE RENT	599	407	650	243		243	62.6%
STORAGE PREMISES :- Indirect Expenditure	599	407	650	243	0	243	62.6%
Net Expenditure	(599)	(407)	(650)	(243)			
<u>257 KEN TAGG PLAYGROUND</u>							
4106 PLAY AREA MAINTENANCE	72	69	500	432		432	13.7%
4122 TREE WORKS	120	0	250	250		250	0.0%

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4605 HORTICULTURAL CONTRACT	748	0	0	0		0	0.0%
KEN TAGG PLAYGROUND :- Indirect Expenditure	940	69	750	682	0	682	9.1%
Net Expenditure	(940)	(69)	(750)	(682)			
<u>258 CEMETERY LODGE</u>							
1061 CEMTERY LODGE RENTAL INCOME	10,176	5,691	10,530	4,839			54.0%
CEMTERY LODGE :- Income	10,176	5,691	10,530	4,839			54.0%
4034 PWLB REPAYMANTS INCL INTEREST	4,702	2,351	4,702	2,351		2,351	50.0%
4609 CEMETERY LODGE MAINT	1,850	2,114	6,850	4,736		4,736	30.9%
CEMTERY LODGE :- Indirect Expenditure	6,552	4,465	11,552	7,087	0	7,087	38.7%
Net Income over Expenditure	3,624	1,226	(1,022)	(2,248)			
<u>259 OTTERS BROOK</u>							
4106 PLAY AREA MAINTENANCE	72	69	500	432		432	13.7%
4122 TREE WORKS	0	0	400	400		400	0.0%
4605 HORTICULTURAL CONTRACT	2,559	0	0	0		0	0.0%
OTTERS BROOK :- Indirect Expenditure	2,631	69	900	832	0	832	7.6%
Net Expenditure	(2,631)	(69)	(900)	(832)			
<u>260 CCTV</u>							
4100 CCTV ONGOING COSTS	2,385	512	1,600	1,088	450	638	60.1%
CCTV :- Indirect Expenditure	2,385	512	1,600	1,088	450	638	60.1%
Net Expenditure	(2,385)	(512)	(1,600)	(1,088)			
<u>261 COMMUNITY CENTRE STRUCTURAL RE</u>							
4085 STRUCTURAL REPAIRS	0	240	4,000	3,760	695	3,065	23.4%
COMMUNITY CENTRE STRUCTURAL RE :- Indirect Expenditure	0	240	4,000	3,760	695	3,065	23.4%
Net Expenditure	0	(240)	(4,000)	(3,760)			
Grand Totals:- Income	103,582	84,568	108,154	23,586			78.2%
Expenditure	384,642	275,303	520,998	245,695	9,252	236,442	54.6%
Net Income over Expenditure	(281,060)	(190,735)	(412,844)	(222,109)			
Movement to/(from) Gen Reserve	(281,060)	(190,735)					

BUCKINGHAM TOWN COUNCIL**Environment Committee****MONDAY 9th December 2019**

Contact Officer: Nina Stockill, Committee Clerk

Draft Climate Emergency Action Plan**1. Recommendations**

- 1.1. That Members review the report and agree the proposed actions for this committee.
- 1.2. That Members highlight any suggested amendments to the Action Plan and consider how they can contribute to achieving this agenda.
- 1.3. That Members discuss the budgetary implications of any actions they wish to take forward in light of the proposed budget for 2020/21

2. Background

- 2.1. 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 Emergency Action Plan is an over-arching pledge that identifies the following priority areas of change (Agreed at Full Council on the 18th November 2019 (min 512/19))
 - Energy - to reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat
 - Transport – to promote walking, cycling and public transport. Accelerating the move to Council owned electric vehicles and equipment
 - Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water
 - Economy, Housing & Waste – to support the local economy to ensure existing and new homes are climate resilient whilst reducing, re using and recycling materials
 - Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts;
- 2.2. Buckingham Town Council has previously AGREED:

That Buckingham Town Council declares a climate emergency and commits to encourage Buckingham to become carbon neutral. 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. Our aim is to do this by making the Town Council carbon neutral by 2030 and encouraging the town's population, organisation and businesses to work with us in that aim. (*min 509/19*)

and...

“... 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. *(min 209/19)*”

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Buckingham Town Council Draft Climate Emergency Action Plan: Actions for the Environment Committee

Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts.			
No.	Action	Measure	Responsibility
1	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
Energy - reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat			
No.	Action	Measure	Responsibility
2	Change BTC energy provider to renewable/ green tariffs	Moved to green tariffs by 2020/21	Environment Committee
3	Offset carbon emissions by planting more trees (whenever possible)	One tree planting project per year	Environment 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 and ongoing resources e.g. water

No.	Action	Measure	Responsibility
4	Write to local supermarkets asking for a reverse plastic bottle vending machine in their car parks.	Contact with four large Supermarkets	Environment Committee
5	Investigate the installation of textile recycling banks at Lace Hill SCC car park.	One textile recycling bank	Environment Committee
6	Fit water saving devices in all town council owned toilets	One per toilet	Environment Committee
7	Promote the installation of the water bottle refill station in Chandos Park and the national refill initiative	Number of interactions through Social Media	Environment Committee and Resources Committee

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

No.	Action	Measure	Responsibility
8	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.	Replace each vehicle at the appropriate point in its lifecycle.	Environment Committee
9	Refurbish and promote the town's benches to assist walkers to take short rests. Advertise with signs 'pedestrian friendly town'	Replace each bench at the appropriate point in its lifecycle.	Environment Committee

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

No.	Action	Measure	Responsibility
10	Finalise Flood Plans with local partners	Number of contacts established	Environment & Resources Committee
11	Advise residents on steps to increase resilience	Increased number of residents signed up to the Flood Warden Scheme	Environment & Resources Committee
12	Promote the community flood warden scheme	Increased number of residents signed up to the Flood Warden Scheme	Environment & Resources Committee
13	Protect and enhance native species and habitats. Promoting and support opportunities for environmental enhancement and regeneration	One environmental campaign per year	Environment Committee
14	Review of grass verges and hedges to identify areas to be trimmed less and later in the year to support more wildflowers and insects	To be considered within Greenspaces Strategy and Management Plan for Parks	Environment Committee
15	Each year allocate a section of land to be planted with wildflowers.	One per year	Environment Committee
16	Plan a new eco-friendlier cemetery to include planting more trees and wildflowers.	Measure and publish plans and low carbon emission certification	Environment Committee
17	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.	Future agenda of Environment Committee 2019/20	Environment Committee

18	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	10 new trees registered	Environment Committee
19	Look to legally protect the future of the riverside parks in Buckingham, including Chandos Park, Bourton Park and Heartlands as parkland.	Future agenda of Environment Committee 2019/20	Planning Committee and Environment Committee

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BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 9th DECEMBER 2019

Contact Officer: Paul Hodson, Town Clerk

Town Centre Audit 2020

1. Recommendations

- 1.1. It is recommended that Town Councillors are invited to take part in the Town Centre Audit in January 2020, using the form and approach outlined.

2. Background

The Resources Committee agreed on 21st October 2019 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. (459/19)*

- 2.1. A similar exercise was carried out in January 2019. The 2019 audit involved Councillors uploading issues to the fixmystreet website, which TfB use to receive complaints and manage workload. Town Councillors were disappointed by the generic responses they received to issues uploaded, and the limited evidence of actions being taken.
- 2.2. It is proposed that in 2020 Councillors fill in a simple form for all issues identified, noting the location and issue, along with a photo where possible. The proposed form is show below.
- 2.3. The forms would then be collated by the office. The collated information could then be shared with TfB to identify which items were already planned to be addressed, which could be addressed in the next 12 months and which would not be considered a priority. This will then allow a future meeting of the Environment Committee to consider the resulting list of issues, and to review possible actions to address each. The options may include escalating complaints to the relevant agency, or the Town Council taking action.
- 2.4. It is unlikely that all Town Councillors would be able to take part. It is therefore proposed that Councillors are asked who is available to be involved. Other partners such as the Buckingham Society could also be invited to take part.
- 2.5. Once a list of participants has been identified, the town would be divided between those taking part. Those involved would be asked to complete their surveys during January 2020.

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 9TH DECEMBER 2019

Contact Officer: Lee Phillips, Estates Manager

Grounds Maintenance Update

1. Recommendations

1.1. That members note the grounds maintenance update.

2. Background

2.1. The Grounds team have just finished the grass cutting in the first full year of carrying out the grounds maintenance of the town council parks in-house. This report is an update on how things are progressing.

3. Information

3.1. The table attached to this report below indicates the number of grounds maintenance operations predicted and what was actually carried out in the season so far.

4. Town Council Property: Parks, Cemetery, Play Areas

4.1. The grounds maintenance of the parks has gone well for the first year with no complaints received about the grass cutting in the parks. The only thing we noticed was that Chandos Park does grow quickly at certain times of the year so additional cuts will be allowed for next season.

5. Devolved Services:

5.1. *Bypass*, this is carried out by the Grounds team; we aim for 8 cuts per year on the by-pass but have allowed for up to 10. This year we did 9 cuts due to the wet conditions in September/October but this would have been 10 cuts if the conditions were better.

5.2. *Verges inside the by-pass*, this is split into 8 areas (usually into housing estates) so the social enterprise employees can cut these areas using push mowers. This year we had 5 candidates (with 1 dropping out early due to finding permanent employment) looking after areas. 3 of the remaining areas were cut by the Tool Shed social enterprise, and 1 by the town council when a second candidate dropped out half way through. This season we tried to eliminate as much of the strimming as possible as this is a more difficult task

in terms of health and safety and time it takes to cut an area. This year we didn't have any mechanical failures of the mowers (1st time) which was a pleasant surprise as the mowers are 3 years old now and getting well worn. We are looking at replacing some of the mowers at the end of this budget year and in the next few years to stagger the timing/cost of replacements.

5.3. Herbicide spraying; only one spray was done to the kerb edges around the town. this usually takes 2 operatives approximately 12 days to complete. Ideally 2 sprays per year would be better to ensure no weed growth. This year the County Council also carried out weed spraying in the town centre, which reduced some of the need for the Town Council to carry out. We will look to see if this can be scheduled in next season when the team is at full strength.

5.4. Hedge cutting (devolved, footpaths etc.), this usually falls in to 2 categories; the scheduled areas we cut every year and then the reactive pruning we carry out following calls to the office. If we notice areas we are cutting every year due to calls in we add it to the scheduled work.

6. Adjustments to be made for next season:

6.1. With the devolved grass cutting areas there were issues with the strimming of the banks on Addington Road. This work was carried out by Tool shed. There were a number of complaints about this so next season this will be carried out by the in-house team. This will mean the Grounds team will cut 2 areas and leave up to 6 areas for potential candidates to carry out.

6.2. Bypass; next season some areas will be left as wildflower areas with a minimum of a 2m from the kerb edge still being kept mown. These areas will be then cut twice later in the season. A flail mower will be hired for this in the first year to assess how effective this is.

7. Additional benefits

- The Town Council are able to increase or reduce the number of cuts and weed sprays depending on the season. We have more control over the quality of works, and are able to respond quickly to concerns from residents.
- By employing a larger Green Spaces team, more staff are available to support events, and this year have helped keep Shopmobility open and helped mitigate the threat of flooding during November
- Now that the Town Council has grounds maintenance equipment, a depot and trained staff, taking on additional work has become more economical

- The low number of complaints about Green Spaces managed by the Town Council is testament to the quality of service being provided.

8. Conclusions:

8.1. The first year of having the grounds maintenance 'in-house' has gone well and the team have worked hard to ensure the town councils parks and the devolved road-side verges are well maintained, with only a few alterations to who does some of the enterprise areas required.

Site	Operation	Number of operations per year Predicted	Actual number of operations this season (so far)	Notes/Comments
Bourton Park	Amenity Grass Cut	15 cuts per year	14	1 less cut due to wet conditions in September/October
	Paddock A -	6 cuts per year.	7	given extra cut before summer event due to growth
	Paddock B	2 cuts per year	1	2nd cut still due, delayed due to wet conditions
	Paddock C	2 cuts per year	1	2nd cut still due, delayed due to wet conditions
	Litter-pick/Litter Bin Collections. 11 bins	78 occasions per year. (2 in summer 1 in winter)	64	On schedule for year
		1 additional bin empty and litter pick for Car Park= 52 occasions per year.	36	On schedule for year
	Shrub bed maintenance	2 cuts per year	1	1 cut still due (gets trimmed back in summer and hard pruning in winter)
	Hedge cut	2 cuts per year	1	1 cut still due
	Herbicide Application of all paved areas	(minimum 2 per annum)	2	
Chandos Park	Amenity Grass Cutting	15 cuts per year	14	1 less cut due to wet conditions in September/October
	Litter-pick/Litter Bin collection. 8 bins	104 occasions per year (2 per week all year)	72	On schedule for year
	Hedge cut	2 occasions per year	1	1 cut still due

	Herbicide Application of all paved areas	(minimum 2 per annum)	2	
Cemetery	Amenity Grass Cutting	15 cuts per year	14	1 less cut due to wet conditions in September/October
	Litter-pick/Litter Bin collection. 11 bins	104 occasions per year (2 per week all year)	72	On schedule for year
	Hedge Cut	2 occasions per year	1	1 cut still due
		2 occasions per year	1	1 cut still due
	Herbicide Application of all paved areas	(minimum 2 per annum)	2	
Ken Tagg Play Area	Amenity Grass Cutting	15 cuts per year	14	1 less cut due to wet conditions in September/October
	Litter picking / Litter bin collection. 1 bin	78 occasions per year (2 in summer 1 in winter)	64	On schedule for year
	Herbicide Application of all paved areas	(minimum 2 per annum)	2	
Otters Brook Play Area	Grass Cutting	15 cuts per year	14	1 less cut due to wet conditions in September/October
	Litter picking/ Bin emptying. 2 bins	78 occasions per year (2 in summer 1 in winter)	64	On schedule for year
	Hedge Cutting	1 cut per year	1	1 cut still due
	Herbicide Application of all paved areas	2 per annum	2	
Castle Hill Green	Grass cutting	15 cuts per year	14	1 less cut due to wet conditions in September/October

	Litter picking/ Bin emptying. 1 bin	78 occasions per year (2 in summer 1 in winter)	64	On schedule for year
Railway Walk	Litter picking/ Bin emptying 2 bins	78 occasions per year (2 in summer 1 in winter)	64	On schedule for year
Lace Hill Sorts and Community Centre	Amenity Grass cutting - not including 2 football pitches	15 cuts per year	14	
	Litter picking/ Bin emptying. 6 bins	78 occasions per year (2 in summer 1 in winter)	64	On schedule for year
Devolved Services By-Pass (A421 /A413 /A422)				
	Highways Grass Cutting	8 cuts per year	9	additional cut in summer due to growth so not to allow getting over grown
Road side verges within bypass	push mow with Stewkley Enterprise and Tool Shed and BTC spit into 8 areas	10 cuts per year	10	We currently cut one of the areas but next year will cut 2 of the areas (Addington Road) due to large amount of strimming and problems/complaints it caused.
	Herbicide application	1 application per year (kerb edges)	1	
Roundabouts 7 roundabouts in total	Amenity Grass cutting	15 cuts per year	15	completed as predicted
	Shrub bed maintenance	2 occasions	2	
	Herbicide application	2 occasions	2	

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 9th DECEMBER 2019

Contact Officer: Paul Hodson, Town Clerk

Dogs on the Lace Hill Sports Pitches

1. Recommendations

1.1. It is recommended:

- a) That two signs are erected instructing dog owners not to allow their dogs to interfere with organised sports, and to clean up after their dogs
- b) To move one dog bin to be positioned between the pitches and the Lace Hill Centre
- c) To use social media to encourage dog-owners to keep their dogs under control at Lace Hill

2. Background

2.1. The Council has received the attached correspondence from the Buckingham Rugby Union Football Club, who hire the second pitch at Lace Hill for junior rugby training on Sunday mornings. Whilst the pitches are available for public use, clearly there is a significant health and safety risk where dogs are being allowed to exercise on pitches being used by young people.

2.2. The Lace Hill pitches are required to be available as public open space as part of the S106 agreement. Whilst the Council may be legally able to ban dogs, there is no mechanism available for enforcing this.

3. Proposed Approach

3.1. It is proposed to put up a sign on the side of the building to remind dog owners to keep their dogs under control, and to respect children and young people playing organised games and matches. This would also empower coaches to challenge irresponsible owners.

3.2. It is proposed to move one of the dog poo bins to be between the pitches and the building. A second sign could be placed next to the moved bin.

3.3. It is also proposed to use social media to encourage responsible use of the pitches.

4. Correspondence

Re: Safeguarding concerns regarding dogs and use of the Lace Hill pitches.

To whom this may concern

We have been made aware of a number of incidents regarding dogs running loose at the Lace Hill pitches. Owners are using the area to exercise dogs pets often without a lead and as a consequence are seen fouling the pitches. We have also had reports of owners actively encouraging their dogs to run across the pitches (throwing a ball) whilst we are using there with the children training.

As the safeguarding officer for the club I wish to formally highlight the issue as a safeguarding concern to the management of Lace Hill. Firstly there is the risk of dog attacks against the children. Secondly and possibly more importantly is the risk of toxocariasis - <https://www.nhs.uk/conditions/toxocariasis/>. The nature of rugby means that the players are often training close the ground, tackling and rucking practice. In areas where dogs are frequently exercised the level of risk is therefore higher.

At BRUFC we adopt a 'no dogs' policy to reduce the risks as much as possible. Whilst I appreciate that Lace Hill may wish to adopt an open public space policy on their grounds, it may be time to decide if the space is to be used as either a dog walking area or a sports facility. The two do not naturally coincide.

A simple solution to the problem would be some carefully placed and clearly marked signage to state that dogs are not allowed on the area during times when the pitches are being used/hired for sports purposes. Our coaches are advised to check the pitches before use for hazards incl dog/cat/fox faeces.

I do hope that the management of Lace Hill sports grounds consider with this matter with the importance it deserves.

If you have any questions regarding this letter then please do not hesitate to get in touch.

Yours sincerely

Safeguarding Officer, BRUFC

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 9th DECEMBER 2019

Contact Officer: Paul Hodson, Town Clerk

Draft Precept Proposal

1. Recommendations

- 1.1. It is recommended that the Committee agree the proposed budget for 20/21 to be submitted to Full Council for consideration at the Precept Meeting on 13th January 2019.
- 1.2. It is recommended that the Committee agree the proposed forecast budget for 2021 to 2025 to be submitted to Full Council for consideration at the Precept Meeting on 13th January 2019.
- 1.3.

2. Background

- 2.1. The Resources Committee agreed on 23rd 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)
- 2.2. The Environment Committee discussed a draft budget for 2020/21 and the following four years at its meeting on 21st October 2019.

3. Budget Highlights

- 3.1. 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.
- 3.2. 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%. The exception to this is staff salaries. A 3% increase has been assumed for 2020/21, however this will be subject to the outcome of the national agreement once announced as usual.

4. Significant Changes

- 4.1. The following significant changes have been made compared to this year's budget for this Committee:
 - A new cost of £9,500 for the cost of a Green Spaces Apprentice has been included in the salary budget
 - A new budget of £1,000 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 £500, 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.
- A new budget for maintenance of the new cemetery has been included, to enable long term planning for the new site.
- The forecast loan repayment cost has risen, due to a significant increase in the rates charged for loans from the Public Works Loan Board. Whilst no loan will be taken out until a detailed proposal is provided and agreed by Full Council, the amount included is likely to be required.

4.2. 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.

5. Earmarked reserves

- 5.1. "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
- 5.2. The bridges in Bourton Park have received an initial assessment, and maintenance works will be required in 2020/21. It is proposed to create an ear-marked reserve of £15,000 for this purpose using some of the forecast underspend from 2019/20
- 5.3. It is proposed to use any remaining underspend, once specific ear-marked reserves have been agreed across the Council, to increase the ear-marked reserve to replace play areas.
- 5.4. The proposed five-year budget is given below.

6. Proposed Budget

		2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Actual Year to Date	2019/20 Forecast	2020/21 Proposed Budget	Year 2	Year 3	Year 4	Year 5
201	ENVIRONMENT										
1081	SOLAR PANEL FIT RATE	2,500	0	0	0	0	0				
1082	SOLAR PANEL EXPORT RATE	1,500	0	0	0	0	0				
	Income	4,000	0	0	0	0	0	0	0	0	0
3995	NI ENVIRONMENT	10,600	10,999	23,567	8,956	15,000	24,798	25,443	26,104	26,783	27,479
3996	PENSIONERS ENVIRONMENT WAGES & SALARIES	35,400	31,372	44,107	26,858	44,725	46,384	47,590	48,827	50,097	51,399
4004	ENVIRONMENT	0	7	9	4			1	6	0	6
4068	COMMUNITY SERVICE	6,820	3,120	6,500	1,080	9,620	6,669	6,842	7,020	7,203	7,390
4101	SEATS AND BINS	1,000	943	1,000	313	1,000	0	0	0	0	0
4112	ENVIRONMENT EQUIPMENT	7,000	8,476	7,000	5,284	7,000	6,000	6,156	6,480	6,649	6,822
4118	SOLAR PANELS	500	344	795	0	795	0	0	0	0	0
4155	SOLAR PANEL LOAN REPAYMENT	0	0	7,844	0	44	0	0	0	0	0
4252	SOLAR PANEL LOAN REPAYMENT	9,500	0	0	0	0	0				
	Expenditure	220,420	192,311	276,532	157,645	269,684	283,491	290,862	298,587	306,352	314,316
202	ROUNDBABOUTS										
1051	ROUNDBABOUT NO 1 ABBOT FIRE	2,075	2,127	2,125	2,178	2,125	2,180	2,237	2,295	2,355	2,416
1052	ROUNDBABOUT NO 2 ELLA ROUNDBABOUT NO 3 SEASONS	1,580	1,134	1,618	1,161	1,618	1,660	1,703	1,747	1,792	1,839
1053	INNS	1,816	1,861	1,860	1,905	1,860	1,908	1,958	2,009	2,061	2,115
1054	ROUNDBABOUT NO 4 R & B ROUNDBABOUT NO 6 THE VET	2,258	2,302	2,312	2,429	2,312	2,372	2,434	2,497	2,562	2,629
1056	CENTRE	2,478	1,684	2,537	2,587	2,537	2,603	2,671	2,740	2,811	2,884

		2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Actual Year to Date	2019/20 Forecast	2020/21 Proposed Budget	Year 2	Year 3	Year 4	Year 5
1057	ROUNDAABOUT NO 7 RING ROAD	1,264	1,288	1,294	1,319	1,294	1,328	1,363	1,398	1,434	1,471
	Income	11,471	10,396	11,746	11,579	11,746	12,051	12,366	12,686	13,015	13,354
4108	ROUNDAABOUT	8,900	6,435	1,500	197	1,500	1,300	1,334	1,369	1,405	1,442
	Expenditure	8,900	6,435	1,500	197	1,500	1,300	1,334	1,369	1,405	1,442
203	MAINTENANCE										
	VEHICLE HIRE AND RUNNING	20,000	19,427	14,000	19,156	26,800	0	0	0	0	0
4063	COSTS										
4082	ALLOTMENTS	1,500	1,500	2,000	2,000	2,000	2,000	2,052	2,105	2,160	2,216
4102	DOG BINS	5,000	3,412	4,500	0	4,000	0	0	0	0	0
	Expenditure	26,500	24,339	20,500	21,156	32,800	2,000	2,052	2,105	2,160	2,216
204	DEVOLVED SERVICES EXPENSES										
1015	DEVOLVED OTHER INCOME	0	0	3,000	9,453	3,000	0	0	0	0	0
	DEV SERV NON CARRIAGEWAY	20,353	21,093	20,353	20,353	20,353	20,353	20,381	20,381	20,381	20,381
1017	INC										
1019	DEVOLVED SERVICES INCOME	0	0	0	0	0	0				
	Income	20,353	21,093	23,353	29,806	23,353	20,353	20,381	20,381	20,381	20,381
4124	DEVOLVED NON-CARRIAGEWAY	22,000	9,335	20,353	7,082	15,353	9,000	9,234	9,474	9,720	9,973
4127	DEVOLVED MINOR HIGHWAYS	0	0	100	9,425	100	0	0	0	0	0
	Expenditure	22,000	9,335	20,453	16,507	15,453	9,000	9,234	9,474	9,720	9,973
205	GROUNDS MAINTENANCE										
4033	WASTE DISPOSAL	0	0	1,800	689	1,365	1,600	1,642	1,684	1,728	1,773

		2018/19	2018/19	2019/20	2019/20	2019/20	2020/21	Year 2	Year 3	Year 4	Year 5
		Budget	Actual	Budget	Actual	Forecast	Proposed Budget				
					Year to Date						
4035	MACHINERY	0	0	2,000	427	1,000	1,500	1,539	1,579	1,620	1,662
4036	FUEL (MOWER)	0	0	3,000	1,090	1,290	2,500	2,668	2,737	2,808	2,881
4037	SUNDRIES	0	0	1,500	683	1,500	1,200	1,231	1,263	1,296	1,330
4063	VEHICLE HIRE AND RUNNING COSTS	0	0	0	0	0	13,500	13,851	14,211	14,580	14,959
Expenditure		0	0	8,300	2,889	5,155	20,300	20,931	21,474	22,032	22,605

248	DEPOT										
4013	EQUIPMENT PURCHASE	0	0	6,000	458	1,500	2,500	2,565	2,632	2,700	2,770
4055	ALARM	400	479	400	0	400	410	421	432	443	455
4225	RATES	4,500	3,984	4,500	4,075	4,075	4,200	4,309	4,421	4,536	4,654
4601	REPAIRS& MAINTENANCE FUND	500	827	500	48	500	800	821	842	864	886
4602	ELECTRICITY	2,500	1,090	2,500	648	1,150	2,000	2,052	2,105	2,160	2,216
4603	WATER	1,500	301	1,500	270	420	1,000	1,026	1,053	1,080	1,108
Expenditure		9,400	6,681	15,400	5,499	8,045	10,910	11,194	11,485	11,783	12,089

249	PUBLIC TOILETS										
1085	SHOP MOBILITY INCOME	0	0	350	535	350	100	103	106	109	112
Income		0	0	350	535	350	100	103	106	109	112
4225	RATES	8,000	0	0	0	0	1,000	1,000	1,000	1,000	1,000
4602	ELECTRICITY	1,000	0	1,000	0	0	1,026	1,053	1,080	1,108	1,137
4603	WATER	2,500	0	2,500	0	0	2,565	2,632	2,700	2,770	2,842
4608	SHOP MOBILITY	1,000	221	1,000	0	0	1,026	1,500	1,539	1,579	1,620
4612	CONTRACTOR CHARGE	10,000	9,674	10,450	6,096	10,450	10,722	11,001	11,287	11,580	11,881
4709	MAINTENANCE	500	447	500	40	250	513	526	540	554	568

		2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Actual Year to Date	2019/20 Forecast	2020/21 Proposed Budget	Year 2	Year 3	Year 4	Year 5
Expenditure		23,000	10,342	15,450	6,136	10,700	16,852	17,712	18,146	18,591	19,048
250	LACE HILL										
1026	LACE HILL COMMUNITY CENTRE	37,000	43,571	44,000	30,432	44,000	43,251	44,376	45,530	46,714	47,929
1027	SOLAR INCOME	0	0	0	0	0	507	520	534	548	562
Income		37,000	43,571	44,000	30,432	44,000	43,758	44,896	46,064	47,262	48,491
4050	LACE HILL PLAYING FIELDS	11,000	2,898	9,000	1,017	1,017	500	513	526	540	554
4118	SOLAR PANELS	0	0	0	0	0	715	734	753	773	793
4158	LACE HILL GAS	2,800	8,894	5,000	828	2,500	4,000	4,104	4,211	4,320	4,433
4159	LACE HILL ELECTRICITY	2,500	3,761	-3,757	3,624	-3,757	1,960	2,011	2,063	2,117	2,172
4160	LACE HILL WATER	2,500	527	2,500	110	250	1,250	1,283	1,316	1,350	1,385
4161	LACE HILL REPAIRS & MAINT	10,000	6,815	10,000	3,761	6,000	3,500	3,591	3,684	3,780	3,878
4162	LACE HILL CONTRACTOR CHARGE	10,000	3,644	3,500	2,384	3,100	3,750	3,848	3,948	4,051	4,156
4163	LACE HILL ALARM	500	0	500	91	200	513	526	540	554	568
4164	LACE HILL EQUIPMENT PURCHASE	7,000	487	3,000	195	500	2,500	2,565	2,632	2,700	2,770
4167	LACE HILL PLAY AREA	0	0	3,000	161	500	0	0	0	0	0
4225	RATES	9,692	9,360	9,600	9,575	9,575	9,850	10,106	10,369	10,639	10,916
4605	HORTICULTURAL CONTRACT	4,709	5,882	0	0	0	0				
Expenditure		60,701	42,268	42,343	21,746	19,885	28,538	29,281	30,042	30,824	31,625
251	CHANDOS PARK										
1030	BOWLS INCOME	550	550	550	550	550	564	579	594	609	625
1035	TENNIS COURT RENT	625	625	625	0	625	641	658	675	693	711
Income		1,175	1,175	1,175	550	1,175	1,205	1,237	1,269	1,302	1,336

		2018/19	2018/19	2019/20	2019/20	2019/20	2020/21	Year 2	Year 3	Year 4	Year 5
		Budget	Actual	Budget	Actual	Forecast	Proposed Budget				
					Year to Date						
4106	PLAY AREA MAINTENANCE	500	289	3,500	1,716	3,500	0	0	0	0	0
4122	TREE WORKS	0	0	2,000	0	2,000	0	0	0	0	0
4601	REPAIRS& MAINTENANCE FUND	2,975	3,080	2,500	1,108	2,500	3,065	3,145	3,226	3,310	3,396
4602	ELECTRICITY	500	356	500	196	400	513	526	540	554	568
4603	WATER	1,500	1,007	1,500	663	1,000	1,539	1,579	1,620	1,662	1,705
4605	HORTICULTURAL CONTRACT	6,830	6,456	0	0	0	0				
Expenditure		12,305	11,188	10,000	3,683	9,400	5,117	5,250	5,386	5,526	5,669

252	BOURTON PARK										
4106	PLAY AREA MAINTENANCE	1,000	1,111	1,000	641	1,000	0	0	0	0	0
4122	TREE WORKS	7,000	7,000	7,000	90	7,000	0	0	0	0	0
4601	REPAIRS& MAINTENANCE FUND	4,000	3,291	4,000	3,024	4,000	5,000	5,130	5,263	5,400	5,541
4605	HORTICULTURAL CONTRACT	20,471	21,122	0	0	0	0				
4708	PLAY EQUIPMENT	0	0	10,000	0	10,000	0	0	0	0	0
Expenditure		32,471	32,524	22,000	3,755	22,000	5,000	5,130	5,263	5,400	5,541

253	CEMETERY										
1041	BURIAL FEES	12,500	17,170	17,000	5,975	17,000	18,000	18,468	19,500	20,500	21,250
Income		12,500	17,170	17,000	5,975	17,000	18,000	18,468	19,500	20,500	21,250
4225	RATES	1,300	310	1,000	349	349	400	410	1,421	1,432	1,443
4265	NEW CEM MAINTENANCE	0	0	0	0	0	5,050	6,000	7,000	8,500	10,000
4601	REPAIRS& MAINTENANCE FUND	3,000	1,514	3,000	772	3,000	3,078	3,158	3,240	3,324	3,410
4602	ELECTRICITY	400	434	400	78	188	450	462	474	486	499
4605	HORTICULTURAL CONTRACT	6,806	7,353	0	0	0	0				
4617	MEMORIAL TESTING	1,000	0	2,000	0	2,000	2,052	2,105	2,160	2,216	2,274

		2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Actual Year to Date	2019/20 Forecast	2020/21 Proposed Budget	Year 2	Year 3	Year 4	Year 5
4619	NEW CEM REPAYMENTS	0	0	28,728	0	28,728	37,108	37,108	37,108	37,108	37,108
4620	EXPENSES RE BURIAL DUTIES	6,500	2,697	6,500	1,793	6,500	6,669	6,842	7,020	7,203	7,390
4621	NEW CEMETERY PLANNING	20,000	300	7,000	0	7,000	0	0	0	0	0
Expenditure		39,006	12,608	48,628	2,992	47,765	54,807	56,085	58,423	60,269	62,124
254	CHANDOS PARK TOILETS										
4612	CONTRACTOR CHARGE	9,000	18,830	13,000	8,303	16,000	13,338	13,685	14,041	14,406	14,781
4709	MAINTENANCE	1,000	884	1,000	102	1,000	1,026	1,053	1,080	1,108	1,137
Expenditure		10,000	19,714	14,000	8,405	17,000	14,364	14,738	15,121	15,514	15,918
255	RAILWAY WALK & CASTLE HILL										
4120	FRIENDS OF GROUPS	1,000	522	1,000	402	1,000	1,026	1,053	1,080	1,108	1,137
4122	TREE WORKS	1,500	740	1,500	350	1,500	0	0	0	0	0
4605	HORTICULTURAL CONTRACT	2,010	2,300	0	0	0	0				
4709	MAINTENANCE	500	229	500	76	500	513	1,000	1,026	1,053	1,080
Expenditure		5,010	3,791	3,000	828	3,000	1,539	2,053	2,106	2,161	2,217
256	STORAGE PREMISES										
4066	GRENVILLE GARAGE RENT	650	599	650	407	610	667	684	702	720	739
Expenditure		650	599	650	407	610	667	684	702	720	739
257	KEN TAGG PLAYGROUND										

		2018/19 Budget	2018/19 Actual	2019/20 Budget	2019/20 Actual Year to Date	2019/20 Forecast	2020/21 Proposed Budget	Year 2	Year 3	Year 4	Year 5
4106	PLAY AREA MAINTENANCE	500	72	500	69	500	0	0	0	0	0
4122	TREE WORKS	500	120	250	0	250	0	0	0	0	0
4605	HORTICULTURAL CONTRACT	786	748	0	0	0	0				
Expenditure		1,786	940	750	69	750	0	0	0	0	0
258	CEMETERY LODGE										
	CEMTERY LODGE RENTAL	10,530	10,176	10,530	5,691	10,530	10,804	11,085	11,373	11,669	11,972
1061	INCOME										
Income		10,530	10,176	10,530	5,691	10,530	10,804	11,085	11,373	11,669	11,972
4034	PWLB REPAYMANTS INCL INTEREST	4,702	4,702	4,702	2,351	4,702	4,702	4,072	4,072	4,072	4,072
4609	CEMETERY LODGE MAINT	2,000	1,850	5,000	2,114	6,850	3,500	4,976	5,105	5,238	5,374
Expenditure		6,702	6,552	9,702	4,465	11,552	8,202	9,048	9,177	9,310	9,446
259	OTTERS BROOK										
4106	PLAY AREA MAINTENANCE	500	72	500	69	500	0	0	0	0	0
4122	TREE WORKS	150	0	400	0	400	0	0	0	0	0
4605	HORTICULTURAL CONTRACT	2,666	2,559	0	0	0	0				
Expenditure		3,316	2,631	900	69	900	0	0	0	0	0
260	CCTV										
4100	CCTV ONGOING COSTS	2,400	2,385	1,600	512	1,600	1,642	1,685	1,729	1,774	1,820
Expenditure		2,400	2,385	1,600	512	1,600	1,642	1,685	1,729	1,774	1,820

2018/19	2018/19	2019/20	2019/20	2019/20	2020/21	Year 2	Year 3	Year 4	Year 5
Budget	Actual	Budget	Actual	Forecast	Proposed Budget				
			Year to Date						

261	COMMUNITY CENTRE STRUCTURAL RE										
4085	STRUCTURAL REPAIRS	0	0	4,000	240	4,000	2,000	2,052	2,105	2,160	2,216
4091	CHAMBER WORKS	0	0	0	0	0	1,000	1,026	1,053	1,080	1,108
	Expenditure	0	0	4,000	240	4,000	3,000	3,078	3,158	3,240	3,324

262	PARKS GENERAL										
4101	SEATS AND BINS	0	0	0	0	0	1,026	1,053	1,500	1,539	1,579
4102	DOG BINS	0	0	0	0	0	4,500	4,350	4,463	4,579	4,698
4106	PLAY AREA MAINTENANCE	0	0	0	0	0	5,013	5,143	5,277	5,414	5,555
4122	TREE WORKS	0	0	0	0	0	11,796	12,103	12,417	14,740	14,740
4270	BRIDGES	0	0	0	0	0	1,000	2,309	2,369	2,430	2,493
4275	PLAY AREA REPLACEMENT FUND	0	0	0	0	0	1,000	1,026	1,053	1,080	1,108
	Expenditure	0	0	0	0	0	24,335	25,984	27,079	29,782	30,173

Environment	Income	97,029	103,581	108,154	84,568	108,154	106,271	108,536	111,379	114,238	116,896
Environment	Expenditure	484,567	384,643	515,708	257,200	481,799	491,064	506,335	520,826	536,563	550,285
Environment	Net Expenditure	387,538	281,062	407,554	172,632	373,645	384,793	397,799	409,447	422,325	433,389

Notes of the Buckingham Community Wildlife Project Steering Group held on 21st October 2019 at 6pm in the Town Council Chamber.

Present, Athina Beckett, Terry Bloomfield, Derrick Isham, Joanne Makin, Jenny Manning, Ruth Newell (Chair), Ian Orton, Lee Phillips.

1. **Apologies:** Margaret Gateley, Bill Truscott.
2. **Notes of meeting held on 17 June 2019** – received and agreed.
3. **Matters Arising** – none, all on the Agenda.
4. **Buckingham Railway Walk Conservation Group - Jenny Manning**

Jenny Manning reported that they had spent time clearing the middle section of the track bed and would see what the seed bed brings up. Glades had been cleared, and the butterfly transept had been completed, which entails monitoring butterfly species and numbers seen once a week for about 45 mins, on any sunny / bright warm day in the week, ideally between 10.45am-3.45pm, from April until the end of September. The results were sent in to the Butterfly Conservation Upper Thames branch. The outcome was that open spaces were the most productive for butterflies, with 17 different species down from 19 the year before, and the rarest was a silver washed fritillary.

It was hoped that St Rumbold's field would not be cut or anything as there were lots of wildflowers. The Town Council was looking into taking over the green spaces in the development and would want to keep the meadow as a wild flower meadow, and also the green space at the top of the development could be wildflower meadow.

The Owl/ Kestral box had been put up and 3 young kestrels had hatched this year.

The Dormice survey had been undertaken between 4 July to 27 September 2019 with 48 tunnels at 20 metre intervals, and 1 metre off the ground, looking for footprints to be left on card. There had been no dormice but wood mice had been detected and a number of birds. Jenny circulated copies of her report that had been sent to AVDC. It was being considered to repeat it again next summer to see the impact of the new development on the Railway/ Scenic Walk. The Railway Walk Conservation Group had enjoyed doing the survey, and thanked Joanna and AVDC for the loan of the equipment.

5. Maids Moreton Avenue Conservation Group

Maids Moreton Avenue stays in reasonable condition, it appears to be fairly stable as a mature strip of woodland, there are however a couple of issues.

First, the larger trees are all reaching the end of their lives (except the oaks) and most will be gone in the next 25 years or so. A policy needs to be adopted by the new authority regarding their replacement, either by deliberate replanting, which would be in accordance with the origins of the Avenue, or by natural regeneration which will be quite messy for a long time.

Second, and not entirely divorced from the first, there seems to be considerable use of the Avenue as a wildlife corridor from the open country to the East down to the river. The significance of this might be assessed by installing some motion cameras. Is this something AVDC can do. The information is needed to decide which option for replacing the existing trees is most wildlife friendly.

Joanna Makin would ask what equipment may be available

6. Buckingham Town Council - Bourton Park, Chands Park

Lee Phillips reported he was working on the Bourton Park Management Plan flower meadow near the river and tree planting areas and the previous meadow very successful and those for winter bird feed. Also looking at wildflower meadow planning on by pass, and Lee was looking at for the right seed mix.

The Town Council's Climate Change Action Plan was on committee agendas, and more trees would be planted each year in Bourton Park and other areas in the Town streets and bigger areas. An annual tree planting event was planned.

Ian Orton referred to the South Bucks leaf coverage plan, and the Town Council had got their first electric vehicle.

The Bourton Park management plan included an interpretation board with reference to the canal, and bat boxes. No more had been heard about the bat survey near to the proposed new RLS playing field. Joanne advised there were good practice guidelines for lights near bats.

7. Buckingham Canal Society - Athina Beckett

Athina reported that a lot of work was concentrated at the Cosgrove end, and at the Buckingham end was a bit overgrown. There had been 2 large groups working on the area one from Network Rail, as staff had to do 5 volunteering days. One group trimmed it back and it can be walked through now.

Reeds had grown up so the canal could not be seen, so a group from Santander had cut them back, and there were plenty of fish in the canal.

The vandalised leaflet box in Bourton Meadow had been replaced by one made by men in sheds.

The Hyde Lane part of the tow path had been inaccessible and trimmed back, and repaired fences. It was noted that at Hyde Lane lakes an otter proof fence had been erected around the lake but it was a bit of an 'eye sore'.

7. Buckingham Society

Nothing to report, but Ian had permission from Matthew Shirley who had inherited the Manor House to check in the garden for Roe deer 'Hector'.

The second tree walk had taken place following the route of the first one and the next one would be planned for the heartlands and Bourton Park when Michael had time to organise it.

8. AVDC

Joanne complemented the Railway Walk conservation group for their fantastic job on the dormice survey, and the number of hours put in. There would be opportunities to look for other species for example hedgehog tunnels and reptile survey mats.

The Heartlands Park had its green flag award renewed and Neil Passmore was looking to replace any failed trees. The green flag award was not dependent on the provision of toilets.

River related – section 106 fund progressed and River Thame conservation trust had applied for funds and have permission to recruit a flood management officer for Buckingham and upstream, all measures are natural such as tree planting and leaky dams.

It was really positive, with a dedicated project officer on the Ouse so extra presence 3.5 days a week over 3 years, lot of time to put in on the river and can help with other projects. Best ones to work on to reduce the number of flood events and will prioritise to reduce flooding. Work in town not so great, as has to be done upstream.

There was no more information on the Pollution incident.

Setting up steering group and could come to meetings and invite BTC and BCC and flood authority and flooding people to be on steering group. Not just officer time.

Cornwall's Meadow and weir, the EA had looked into it and brought on board Rob Mongovern of the wildlife trust who was exploring pros and cons of removing the weir.

9. Wardens – Tree, River, Park.

River wardens meeting next Monday and kick start the scheme, arranged by the Voluntary Trust and Lee Phillips.

Tree Wardens nothing further to report trees planted at Lace Hill all good.

Park Wardens were included in the Bourton Park plan.

10. Any other business.

Planning for university accommodation block. Ian advised it had been put on hold indefinitely due to the development of the Hartridge site.

11. Date and time of next meeting

Agreed as **6 April 2020 at 6pm.**

All were thanked for attending and working for wildlife in Buckingham. The meeting closed
at 6.45 pm

Ruth Newell - 22/10 and 3/12/2019