

Dear Member

You are hereby summoned to attend a meeting of the Environment & Property Committee which will be held in the Council Chambers, Town Council Offices, Buckingham on **Monday 31st July 2006 at 7pm**

The public are invited to attend

Signed Ms P. J. Heath

Town Clerk

There will be a public session of no more than 15 minutes held at the start of the meeting

AGENDA

1. To receive apologies for absence
2. Declaration of interest for items on the agenda
3. To receive the minutes of the last meeting held on 12th June 2006
4. To receive action reports and updates on items not elsewhere on the agenda as per attached list
5. Report, if required, on Cemetery Lodge Refurbishment
 - 5.1 to receive quotations for flooring in Cemetery Lodge
6. Reports on the operation of Brackley Road Cemetery
 - 6.1 to receive an update on the Cemetery Management and recent complaints
 - 6.2 to discuss outcome of meeting with Mr Webster reference Voluntary help
 - 6.3 to draw up and agree the draft contract specification and agree the tender timetable for cemetery maintenance and burials.
 - 6.4 To receive details of the re-pointing of the cemetery gate pillars
 - 6.5 To receive preliminary details of friends scheme for Brackley Road
7. Reports on Chandos Park
 - 7.1 To receive details of the vandalism to Chandos Park toilet gents hand/wash dryers
8. Reports on Bourton Park
 - 8.1 to receive information from Events minute no 260.3
 - 8.2 to receive cost for replacement light and discuss necessary work to street lights in the park
9. To receive the weekly safety reports on play areas and agree action proposed
10. Reports on Buckingham Town Audit and any action required
11. To receive update on the Community Plan initiatives – M Gadd
12. To receive information on the disputed invoice with AVDC and make such recommendations as required in respect of payment of the invoice
13. to agree a request for the placing of ‘A’ board by Chaps Barbers Ltd
14. To discuss necessary risk assessments, and the new legislation in respect of fire safety risk assessment
15. To receive an update on the transfer of services from Bucks County Council and make such recommendations on the way forward as required
16. To discuss a request from the Maids Moreton Avenue and Holloway Spinney friends group for financial assistance.
17. To discuss additional planting on the Roundabouts as per email from contractor.
18. To receive details of the response from Bucks County Council R O W re the footpath between Chandos Road and Station Terrace.
19. To receive information on the 60’s building frontage – Cllr Newell
20. To discuss a procedure, protocol and charging for removal of shopping trolleys – Cllr Newell
21. Chairman’s Items for Information

Members are reminded that they must declare a prejudicial or personal interest as soon as it becomes apparent in the course of the meeting.

The following item will be heard under section 1(2) of the Public Bodies (Admission of Meetings) Act 1960 which excludes members of the Public due to the confidential and financial nature of the business to be discussed

22. To discuss and provide options for the future office space for members of staff up to and including the remodelling of the Council offices.

To Councillors

P. Collins (Mayor)

Mrs P. Desorgher

D.R. Isham

G. Loftus

H. Mordue (Chairman)

Ms. R. Newell

Mrs H. Saul

Mrs C. Strain-Clark

R. Stuchbury

Mr M Gadd – Buckingham Community Plan Project Manager