

This item was withdrawn at the request of the Clerk as the initial work would be carried out by Grange Builders as part of the snagging list for the Lodge.

373.2 Consider the rental of Cemetery Lodge and agree company to act as agents

Members discussed at great length the renting of the lodge. 2 companies had been approached who gave a figure of £700 for a monthly rent less their management costs approximately 10 – 15% depending on the level of service required; both expressed willingness to handle the property but felt that there was a limited market due to its location. Although indication had been received from the HMR&C that the VAT paid on the refurbishment of the lodge will not be reclaimed if the Council rent the lodge as this forms a business transaction outside of the Council's normal operations, a definitive answer will be obtained as the enquiry had been made with the understanding the rental would not be so close in time to the work being done.

Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** by 5 votes to 1 that the Clerk be instructed to approach all the businesses who rent out property in Buckingham to obtain details of their cost and service provision and also to obtain a detailed answer from the HMR&C re the VAT reclaim on the refurbishment in time for the next meeting.

ACTION THE TOWN CLERK

373.3 Receive notification of Council Tax charge on the Lodge

Members were informed that a Council Tax bill had been received for the Lodge; the Clerk reported to the Members on her discussions with AVDC. It was **AGREED** that the Council should pay the bill.

374/2007 REPORTS ON THE OPERATION OF BRACKLEY ROAD CEMETERY

374.1 Receive notification of the tenders for maintenance and burial operations and agree the awarding of the contract.

Members discussed at great length the tenders received for the maintenance and burial operations, the costs of which had been circulated with the agenda. Members noted that one company had not carried out burial duties but were willing to undertake the necessary training.

Proposed by Cllr. Stuchbury, seconded by Cllr. Desorgher, and **AGREED** by 7 votes to 0 that the Contract be awarded to Complete Ground Management; the Town Clerk to meet and discuss the requirements with the contractor.

ACTION THE TOWN CLERK

375/2007 REPORTS ON CHANDOS PARK

375.1 Receive an update on the Bowls Club rent payment and agree any action in the event of non payment

Members noted the contents of the letter dated 17.01.07 sent by the Secretary of the Bowls Club concerning their payment for the winter green maintenance, for which they appear to be holding the rent as part payment. Members agreed

that the 2 issues were separate and that the rent had to be paid before any further discussions could be held on the maintenance of the green.

Proposed by Cllr. Stuchbury, seconded by Cllr. Barnett, and **AGREED** that the Bowls Club be informed that the rent had to be paid, and a date set for a meeting to discuss the maintenance, by 31st March 2007. Members agreed the action to be taken should the rent not be paid.

ACTION THE TOWN CLERK

375.2 Receive the correspondence from the Bowls Club dated 15.12.06 in respect of the lease

Members noted that the lease had been sent to the Bowls Club Chairman on 8th November 2006 and that the information requested in the letter of 15th December 2006 had been sent. Members discussed the 'license to use' under which the Club is operating and agreed that this would not be renewed. The Bowls Club will be informed that the lease must be signed before the start of the new season.

ACTION THE TOWN CLERK

375.3 Consider the contracting of AVDC to undertake the engineers' report and recommendations at a cost of £305 for the path by the Toilets

Following a discussion it was **AGREED** to request AVDC's structural engineer to undertake a survey and produce a specification as the base for a tender at a cost of £305.

ACTION THE TOWN CLERK

375.4 Receive the electrical safety report for the Tennis Club

Members noted the 3 year mandatory electrical report – no priority items were listed.

375.5 Receive the electrical report for the Bowls Club and discuss action to be taken in respect of items requiring immediate attention

Members noted the 3 year mandatory electrical report which had been circulated with the agenda and expressed concern at the 6 urgent items indicated. The Clerk informed Members that the first 4 items were defaults from when the building had been built and that AVDC had agreed to pay for these. A quotation had been received for the remaining 2 items at a cost of £86.00 Members **AGREED** to authorise the work and accept the quotation.

ACTION THE TOWN CLERK

376/2007 REPORTS ON BOURTON PARK

376.1 Receive notification of tree work carried out following the storms

Members were informed of the action taken by the Town Clerk in respect of trees and branches damaged during the recent storms; Members approved the actions retrospectively.

376.2 Receive notification of a letter of complaint and the response made

Members noted the letter of complaint sent by a resident concerning works to trees in Buckingham and the Clerk's response. Only 2 of the trees were on Town Council land, the others were on land owned by AVDC and the Cricket

Club. In respect of the trees on the Cricket Club land the Clerk informed Members that when the trees were felled they were allowed to fall across the river on to Bourton Park without permission, although the Club had removed all the main trunks and branches over their section of land a large area of debris had been left on the banks of the river on Bourton Park side; this had been cleared by our contractors at a cost of £525. The Cricket Club would be asked to reimburse the Council for the expense.

The 2 trees on Town Council land had been cut down following storm damage; they were willows with split trunks, and the trees had been cut to a height of approximately 3 feet to prevent them being a trip hazard. Members discussed what to do with the stubs and **AGREED** that the £525 to be requested from the Cricket Club should be used to grub out the base to below ground level and reinstate the area, then plant 1 or 2 new trees close by but not willows.

ACTION THE TOWN CLERK

377/2007 COUNCIL OFFICES EXTENSION/COUNCIL CHAMBER ALTERATION

377.1 Receive a report from the Town Clerk and Chairman on the move of the Council meeting room following minute number 2899 5th February 2007

The Town Clerk informed Members that following the decision taken by the Council on 5th February a letter had been sent to Mrs Bravo and the Adult Education managers requesting a meeting to discuss the rental of a room; no response had been received. The Chairman reported that with the Clerk he was investigating whether there were any other options the Council could consider. Members noted that several teething problems were being experienced with the Buckingham Centre.

377.2 Consider alterations to the Council Chamber for staff usage

The Town Clerk asked Member of the Committee to consider the alterations that would need to be made to the Chamber once the Council meeting had been re-housed. The lighting in the Chamber was inadequate for office use and new lighting would have to be installed. The furniture storage would reduce the available space to the staff. The layout would have to be changed to provide a clearly defined reception area to prevent the public from disturbing the remaining staff. It was agreed that the Clerk and the Chairman would draw up a detailed site plan of the amended layout and obtain costs for any work required.

ACTION THE TOWN CLERK/THE CHAIRMAN

378/2007 THE MAINTENANCE OF THE ROUNDABOUTS AFTER THE END OF THE CURRENT CONTRACT AND RECEIVE UPDATE ON THE CURRENT POSITION CONCERNING SPONSORSHIP

Members noted that Wyevalles would cease carrying out the roundabout maintenance from 1st April. It was **AGREED** to incorporate the roundabout maintenance into the Parks contract. The Clerk would meet with the

Contractors and discuss the price for a monthly visit to cut the grass and litter pick the areas.

ACTION THE TOWN CLERK

379/2007 RECEIVE THE WEEKLY SAFETY REPORTS ON PLAY AREAS AND AGREE ACTION PROPOSED

Members noted the weekly reports. Members **AGREED** to put grass seed on the bare areas of the Ken Tagg Play Area.

ACTION THE CARETAKER

380/2007 RECEIVE ANY REPORT FROM BUCKINGHAM TOWN AUDIT AND ANY ACTION REQUIRED

Members noted the reports which had been circulated with the agenda. The Clerk confirmed that the booklet “Living on the Edge” had been circulated to all premises abutting the river.

At the Buckingham Partnership Meeting the CEO of AVDC had asked about undertaking the ‘River Rinse’ in the spring instead of the autumn.

The Clerk explained that the Council had obtain advice from several sources, including Environment Agency and Countryside Agency, at the time the project was first considered, as to the best time to work on the river to prevent disruption to the wildlife especially during the breeding season. The river rinse could only be carried out in the September/early October period; later months would see a rise in the river levels.

Cllr. Isham reported that he and Cllr. Desorgher were arranging a meeting with officers from AVDC and BCC to undertake a survey of the footpaths in Buckingham

ACTION CLLR. ISHAM/CLLR. DESORGHER

381/2007 RECEIVE UPDATE ON THE COMMUNITY PLAN INITIATIVES

Cllr. Barnett as a Member of the Circular Walk Project Group updated the Members on the project, explaining about the difficulties caused by the re-costing of the bridge. Members discussed in depth the reasoning behind the decision to remove the bridge from the project. Cllr. Barnett explained that even if the group had the money the bridge may not have got planning permission as it would need to be 2 meters above the river level. Members expressed disappointment that the bridge will not now be included, feeling that it had been an important part of the project. Cllr. Barnett acknowledged that he had not given the Clerk the details of the EA contact as he had not received the details from Jacobs.

382/2007 RECEIVE REPORT ON THE WORK UNDER DEVOLVED SERVICES FROM BUCKS. COUNTY COUNCIL

Members were informed that the Caretaker was finding plenty to fill his 8 hours a week under the agreement of devolved services. The Clerk told Member she had been asked to discuss the services with the County Council's Overview and Scrutiny Committee.

383/2007 DISCUSS THE TRANSFER OF OPEN SPACES FROM AVDC AS PER THE COUNCIL MINUTE 2876

Members noted the email communication from AVDC Open Spaces Manager and the request for information on how the Town Council would manage the Arboricultural work at Holloway Spinney. Members discussed the email and noted comments made by Cllr. Newell to the Chairman; these would be used as a basis for the response.

ACTION THE TOWN CLERK

384/2007 DISCUSS AND AGREE A POLICY CONCERNING POSTERS ON THE NEW BUS SHELTER

Members **AGREED** that the Council should have a "no tolerance" policy in respect to posters being put on the new bus shelter.

385/2007 AGREE PURCHASE OF A STRIMMER TO REPLACE THE ONE DAMAGED DURING THE MORETON ROAD STORE BREAK IN

Members agreed that the Clerk could purchase a new strimmer from the current budget of 4112/201.

ACTION THE TOWN CLERK/CARETAKER

386/2007 RECEIVE THE COMMENTS OF THE RAMBLERS ASSOCIATION RE THE FOOTPATH BETWEEN CHANDOS ROAD AND STATION TERRACE

Members discussed the response but felt that no more work should be done on this matter.

387/2007 DISCUSS AND AGREE WHETHER TO CONTINUE WITH AVDC CONTRACT FOR DOG BINS AND DECIDE ON FREQUENCY OF EMPTYING

Members **AGREED** to continue with the contract with AVDC to empty and provide Dog Bins, as this was still cheaper than other options investigated. There would be no purchase of new bins.

388/2007 CONSIDER THE LETTER FROM AVDC CONCERNING THE LOCATION OF REPLACEMENT TREE PLANTING

Members discussed the request from AVDC, which had been circulated with the agenda, und S^t. Peter & S^t. Paul's Church; although happy with the replacement, Members asked that it be located the other side of the path to prevent root damage to the retaining wall.

389/2007 CONSIDER A RESPONSE TO THE GT. OUSE FLOOD MANAGEMENT PLAN

A report on the Gt Ouse Catchment Flood Management Plan was given to Members at the meeting. The Clerk explained the main points of the document and reported on the key stakeholders meeting she had attended the previous Monday. It was noted that neither AVDC nor BCC had sent representatives. Members agreed that the Clerk and the Chairman should make a response based on the comments made by the Clerk.

ACTION THE TOWN CLERK/CHAIRMAN

390/2007 RECEIVE AN UPDATE ON THE WAR MEMORIAL RESTORATION

This item was deferred as not all the information had been received following the absence of the Deputy Town Clerk.

391/2007 DISCUSS THE CURRENT POSITION ON THE 2006/2007 BUDGET AND AGREE ANY REALIGNMENT FOR 2007/2008 BUDGET FOLLOWING THE PRECEPT MEETING.

Members discussed the budget but felt that it was too early to realign any of the 2007/2008 budgets.

392/2007 CHAIRMANS ITEMS FOR INFORMATION

Members raised the issue of rubbish and fly-tipped items on the area of land and bridleway between the A421 and A413 around the back of the industrial park and Wipac; the Clerk would report this to AVDC.

ACTION THE TOWN CLERK

Meeting closed at 9.40pm

CHAIRMAN ...H. Mordue..... DATE ...26th March 2007.....