



BUCKINGHAM TOWN COUNCIL

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Town Clerk: Anne L. Wilson BA (Hons) FILCM AIH



24th August 2009

Sir/Madam,

A meeting of the **Environment and Property Committee** of Buckingham Town Council will be held on **Tuesday 1st September 2009** at 7.00 pm in Room MB1, Masons Building, University of Buckingham, Hunter Street, Buckingham.

Anne Wilson
Town Clerk

Please note that the Environment and Property Committee meeting will be preceded by Public Question Time lasting for a maximum of 15 minutes, in accordance with Standing Order 1.2.

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 Parish Councils (Model Code of Conduct) Order 2001.

3. Minutes

To receive the minutes of the Environment and Property Committee meeting held on Monday 13th July 2009 and approved at Full Council on the 21st August 2009.

Copy previously circulated

4. Action Report

To receive the report and note the updated information.

Copy attached Appendix A

5. PARKS AND PARKS POLICY

- **Parks Policy Group**

The meetings due to be held in August have been postponed due to be lack of information but the next meeting is now scheduled for the 8th September.

- **ROSPA report**

Members are asked to note and consider the attached synopsis of the Annual ROSPA report.

NB The Lookout Crows Nest in Bourton Park has been removed and the balance beams on the Junior Multi-Play Unit in Bourton Park is to be removed.

Copy attached Appendix B

Chandos Park

- **Chandos Park Path**

The Town Clerk has been asked by the Chairman of this committee, given minute no. **245/09**, to seek names of possible consultants to forward this project.

- **Chandos Park Play Area**

The play equipment has been removed from Chandos Park but in doing this it has exposed the old town paddling pool which was not removed before the play equipment was put in. Members are asked to read the attached report from the Town Clerk and agree the way forward.

Copy attached TC/28/09

The project to replace the equipment is moving forward and Councillor Smith and the Town Clerk have been liaising with Julie Brandon of AVDC as to the brief and proposals for tenders.

Bourton Park

- **Friends of Bourton and Heartlands BTCV Group**

Jane Craven of the BTCV is not able to be present at the meeting as she is on annual leave.

Members are asked to consider the attached reports and agree to the proposed tree works outlined for the Friends of Bourton and Heartland BTCV Group.

Copy attached Appendix C

In association with the above Members are asked to agree to Cllr. Ms Newell as being the link Councillor between the BCWP/BTCV and the Town Council. Jane Craven is finding it difficult to come to the Environment and Property meetings. Cllr. Ms Newell is already the Town Council representative on the BCWP.

- **Penstock**

Members are asked to consider the attached report to include quotes to repair the Penstock.

Copy attached TC/29/09

- **Himalayan Balsam**

Members are asked to agree for quotes to be obtained from contractors to remove the Himalayan Balsam from Bourton Park where there is a considerable amount of it. Last year our maintenance staff managed to cut back and spray some of it but it was very time consuming and it has grown back.

6. Signage

- **Safety Signs**

Following an audit of works that need carrying out in Bourton Park, it has come to the attention of the Town Clerk that there are no notices advising of the river or warning about deep water. Members are therefore asked to consider the attached quotes for notices for the bridges and additional larger notices for the river banks. Several river banks are disguised due to the planting in front of them.

Copies of quotes attached TC/30/09

- **Fingerpost outside the Old Gaol**

The Town Clerk has been in consultation with the County Council with regard to the finger post scheduled to go outside the Old Gaol can be placed where we like. AVDC has confirmed we do not require planning permission. It is hoped that our staff will install it in the next few weeks.

- **Coach Park Signs**

At the request of the Committee Chairman the installation of coach parking signs will be discussed at the meeting subject to an update being available. It may be that some funding partnership funding is required.

- **Van Door Signs**

Members are asked to consider the attached quotes for van door signs.

Copies of quotes attached TC/31/09

- **Fingerpost by the Ford**

The old wooden fingerpost will be put back in by the Ford on Chris Nichols Walk as it has been located in the works garage.

7. New Planting around the Town

Members are asked to consider the attached report from the Town Clerk on proposals for new planting around the town and new flower beds in the cemetery.

Copy attached TC/32/09

8. Guiding Centenary Flower Bed

Members are asked to consider the attached letter from Buckinghamshire Girl Guiding with regard to the possibility of a centenary bed.

Consideration needs to be given to a location – perhaps in one of the parks - the Chairman of the Committee and the Town Clerk suggest the Heartlands opposite the bridge from Cornwall's Meadow Car Park. This could be used each year for a commemoration or celebration within the town.

The outline plan suggested in the letter does not have to be used and something much simpler could be considered. As part of their community involvement the guides would like to help plant it.

There may be some money forthcoming from the Guiding association, fundraising and local funds but they could also apply for a Town Council grant towards the cost.

Copy attached Appendix D

9. Bourton Road Allotment Holders Society

Members are asked to consider the attached synopsis of the reply received from the Bourton Road Allotments Association.

Copy attached Appendix E

10. The Heartlands

Members are asked to note that the Town Clerk is chasing the transfer of the Heartlands to the Town Council. Response has not been received to two e emails despite chasing. The Town Clerk will update Members at the meeting.

11. CEMETERY

- **Benches in the cemetery**

In line with minutes no. 250/09 Members are asked to consider the attached report from the Deputy Town Clerk on possible benches that could be the Town Councils' standard bench selection for those wishing to place a commemorative bench in the cemetery or elsewhere.

Copy attached TC/33/09

- **CGM Cemetery Contract**

Members are asked to consider the report from the Deputy Town Clerk on the meeting that Councillor Smith, the Town Clerk and the Deputy Town Clerk attended on site with David Elkington of CGM.

There is also a short note about the contract in relation to Bourton Park included in this report.

Copy attached TC/34/09

- **Criteria for residents and non-residents being buried in the Cemetery**

Members are asked to consider the attached report with regard to criteria for residents and non-residents entitled to be buried in the cemetery.

Copy attached TC/35/09

12. Town Audit

Members are asked to consider the attached paperwork in relation to the Town Audit carried out by members.

Copy attached Appendix F

13. Car Parking – Update

A verbal update will be given at the meeting on the current situation following a response to the letter sent to Steven Harding at AVDC a few weeks ago. The Town Clerk has also complained about the condition of the car park, the broken sleeping policeman and the general lack of maintenance.

14. Buckingham Flood Protection Grant

As Members are aware DEFRA has at long last made the official announcement about the flood grants that have been awarded. AVDC will be holding a public event in the Community Centre for Councillors and householders who are eligible for the grant (or may be in the future if new funding becomes available). This is likely to be on either the 1st or 8th October in the Community Centre.

15. Signing, Lighting and Guarding Course

Members are asked to consider the attached report with regard to the Signing, Lighting and Guarding Course that was attended by Town Council staff.

Copy attached TC/36/09

16. Devolved Services

Members are asked to consider the attached report with regard to devolved services, a new way of working and possible additional work that we could do for BCC as part of this agreement.

Copy attached TC/37/ 09

17. S106 Monies

- **Moreton Road**

The Town Council has received notification that the sum of £259,683.50 has been received in respect of the Moreton Road development. This money is to be spent within the next ten years on local sport and leisure facilities determined between the AVDC and the Town Council in accordance with community needs, as identified in the Sports and Leisure Supplementary Planning Guidance.

- **Page Hill Estate**

Following on from a NAG meeting the Town Clerk has begun to make enquiries about the reason for the lack of play provision on the Page Hill Estate, the reason why this is the case and what the S106 monies (or equivalent as the estate was built in the late 1970's/early 1980's) were spent on. Councillor Smith will inform members of the possibilities and ideas from local residents.

To date David Rowley at AVDC has confirmed that "At that time we did not negotiate off-site contributions - the Open Space requirements would have been met by the provision of areas within the development."

18. Fairtrade Town

Councillor Ms Newell has asked for this item to be placed on the agenda and would like to address members asking for support to encourage other businesses to come on board and support fair-trade.

19. Seat outside the Kings Head

A couple of requests have been received asking for a bench outside the Kings Head for those people waiting for a bus. There were chairs and tables outside the Kings Head which the pub removed because they were used by youths, who some found intimidating. Those who regularly wait for the bus would like a replacement. Members are asked to consider this request.

20. Environment and Property Committee Budgets

Members are asked to note the attached budget information for codes relevant to the Environment and Property Committee.

Copy attached Appendix G

21. Chairman's Announcements

22. Date of Next Meeting: Monday 19 October 2009

23. COMMITTEE IN PRIVATE SESSION

Exclusion of Public and Press

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

24. CONFIDENTIAL MINUTES