



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, VERNEY CLOSE,
BUCKINGHAM. MK18 1JP

Telephone/Fax: (01280) 816 426

Email: office@buckingham-tc.gov.uk
www.buckingham-tc.gov.uk

Town Clerk: Mr. P. Hodson

ENVIRONMENT
COMMITTEE

Wednesday, 21 October 2020

Councillor,

You are summoned to a meeting of the **Environment Committee** of Buckingham Town Council which will be held on Monday 26th October 2020 at 7pm online via Zoom, Meeting ID 871 2899 7691.

Residents are very welcome to ask questions or speak to Councillors at the start of the meeting in the usual way. Please email committeeclerk@buckingham-tc.gov.uk or call 01280 816426 for the password to take part.

The meeting can be watched live on the Town Council's YouTube channel here:
<https://www.youtube.com/channel/UC89BUTwVpJAOEIdSlfcZC9Q/>

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 7th September 2020 and received at Full Council on the 5th October 2020. [Copy previously circulated](#)

4. Action Report

To receive the report and note the updated information.

[Appendix A](#)

5. Greenspaces Complaint Log

To receive the report and note the updated information

[Appendix B](#)

7. Bridges at Bourton Park

To receive a verbal update from the Estates Manager



Twinned with Mouvaux, France;



Neurkirchen Vluyn, Germany

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. Potential BMX and Scooter Track Location

[E/54/20](#)

To receive and discuss a report regarding possible locations for a BMX track and skate park

9. Wildflower Information Boards

[E/55/20](#)

To receive a written report from the Committee Clerk

10. Cattle Pens Finger Post

To receive a verbal report from the Estates Manager

11. Town Action Commission

[E/56/20](#)

To receive a written report from the Estates Manager

12. HASC/Healthcare Centre

To receive a verbal report from the Town Clerk

13. Budgets

13.1 To receive the latest budget figures

[Appendix C](#)

13.2 To receive the revised budget forecast (covid-19 impact)

[E/57/20](#)

13.3 To receive and discuss a written report proposing the draft budget for 2021/22 and the revised draft five-year budget

[E/58/20](#)

14. Access Awareness

15. Homeless Prevention Forum Meeting

To receive for information

[Appendix D](#)

16. News Releases

17. Chair's Announcements

18. Date of Next Meeting: Monday 14th December 2020.

19. 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.

20. Tingewick Road Green Spaces

To receive and discuss a written report from the Town Clerk

[E/59/20](#)

Committee Members

Cllr. R. Ahmed

Cllr. G. Collins (Town Mayor)

Cllr. Mrs. M. Gateley (Vice Chair)

Cllr. J. Harvey

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

Minute No.	Action	Action Required	Action Owner	Update	Deadline
92/15; 904/15;640/16 ; 309.4/17- 463; 206/18; 126/19	Sports Pitch Provision	Cllr. Stuchbury said he was disappointed the issue had not been progressed and asked for the historical correspondence and agreements to be reviewed by the Town Clerk.	Town Clerk	Town Clerk to update env Committee once he has meet with all parties	November
451/18; 739/18; 280/19; 426/19; 895/19; 127/20	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	Proposed by Cllr. Stuchbury, seconded by Cllr O'Donoghue and unanimously AGREED that if representatives from the GP Practice, Commissioners and Adult Social Care were not willing to attend an online meeting then Committee Members should submit formal questions to the September meeting of HASC including questions canvassed from the general public.	Ongoing to be revisited once business returns to normal
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	Agenda for October 2020	October
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
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.	Ongoing
425/19; 314/20	Bridges Bourton Park	An initial tender exercise did not produce any responses. The tender will be reissued and discussed at a future meeting of Environment Committee.	Estates Manager		October

Minute No.	Action	Action Required	Action Owner	Update	Deadline
126/19; 320/20	Cattle Pens Finger Post	Greenspaces Team to install the remaining finger post in the Cattle Pens	Estates Manager	Update for October Meeting	October
128/19	Climate emergency	Cllr. Newell AGREED to work with the Estates Manager and Committee Clerk to assign target dates to each action.	Estates Manager		December
900/19	Wireless Charging	Town Clerk agreed to report back to a future meeting of Environment Committee.	Town Clerk	Still awaiting update	Ongoing
314/20	Land transfer Tingewick Road/St Rumbolds Field		Town Clerk	Negotiations are ongoing	October
314/20	New Cemetery		Town Clerk		Ongoing
319/20	Lace Hill Doors	AGREED for a report regarding an additional external fire exit door is brought back to the next committee meeting.	Estates Manager		December
322/20	Burial Plots	Estates Manager to investigate options for a new Garden of Rest further and to obtain costs	Estates Manager	Proposals are being developed	December
327/20	Scooter/Skate Park and BMX Track	Chair, Vice-Chair, Estates Manager and Town Clerk discuss the proposal for a new skate/scooterpark at Lace hill and potential locations for a new BMX track		Options for the best location to be brought to the next meeting	October
	Water Bottle Refill Station	Investigate funding options for an additional water bottle refill station in Buckingham	Estates Administrator	Ongoing	Ongoing

Compliments = Orange

Complaints = Green

Appendix B

Date	How was Compliment/C omplaint Made	Issue	Location	Who is responsible for area	Action Required	Outcome/ Follow up
07/04/2020	email	grass not cut on verge out side his house	Western Avenue	BTC - devolved services	scheduled for following week	reply via email
04/05/2020	email	trees in the river	Bourton Park	Private landowners	previously asked EA to intervene	reply via email
04/05/2020	email	May I say how wonderful the park is looking, as part of our daily exercise routine my wife and I frequently walk through the park, it's beautifully maintained and a credit to the town.	Bourton Park	BTC	compliment passed on to green spaces team	
27/05/2020	email	Rubbish left around St Rumbolds Well	St Rumbolds Well	Barrett Homes	passed on to Barrett Homes	reply via email
01/06/2020	email	I would also like to say that we are so lucky to have such beautiful and well kept parks and green spaces here in Buckingham, and that the park maintenance team always do a great job keeping everything tidy.	Buckingham parks	BTC	compliment passed on to green spaces team	reply via email
15-Jun	Twitter	"Fabulous. Congratulations to those with the vision to create such beauty. I pass by most days."	Bourton Park Wildflower Meadow	BTC	compliment passed on to green spaces team	reply via twitter
15/06/2020	Facebook	"It's been my daily walk for many years. It looks wonderful!" (and other similar comments)	Bourton Park Wildflower Meadow	BTC	compliment passed on to green spaces team	like comment
20/07/2020	Instagram	"This is amazing! When... tennis starts up again and while we're walking our dog we can top up. This is brilliant. Thank you so much." (and similar comments)	Bottle refill station in Chandos Park	BTC	compliment passed on to green spaces team	like comment

Compliments = Orange

Complaints = Green

Appendix B

05/08/2020	FB	Rats sighted near river at back of waitrose		Bucks Council	passed on to Parks at BC	
29-Sep	Email	I have been struck recently by how beautifully kept our Buckingham Cemetery looks at the moment. Please pass on my thanks to the relevant staff, as it is a very consoling sight when visiting.	Cemetery	BTC	compliment passed on to green spaces team	replied to sender

BUCKINGHAM TOWN COUNCIL

ENVIRONMENT COMMITTEE

MONDAY 26th October 2020

Contact Officer: Paul Hodson, Town Clerk

Location of potential new BMX and scooter track

1. Recommendation

1.1. It is recommended that Members note the report, and consider their preferred option for seeking a combined BMX and scooter track.

2. Background

- 2.1. The last meeting of the Environment received a request from a member of the public to construct a skate park at Lace Hill. Councillors have previously made repeated agreements to seek to construct a BMX track in the town.
- 2.2. Buckinghamshire Council have confirmed that they will carry out a full rebuild and expansion of the current London Road skate park.
- 2.3. It is likely that a new skate park would attract the same young people as the London Road park, with the same variety of issues and challenges.
- 2.4. Options have been considered for a site for an additional BMX and scooter track, and these are explored below.
- 2.5. The summer activities programme highlighted the substantial demand for scooter facilities in the town. There is currently less evidence of young people using BMXs or seeking a BMX facility. It is therefore proposed to seek a facility which would serve both groups of users.

3. Potential Sites

1.2. Lace Hill

- 1.3. The green space around the Lace Hill Sports and Community Centre currently includes one play area, two football pitches and two containers used by Buckingham United.
- 1.4. There is already substantial pressure for parking on Saturdays when both pitches are in use, or Buckingham United play and home and draw a crowd. The Council has received feedback from dog walkers and other residents who wish to use the area to exercise who feel that this is too inhibited by the current activities.

1.5. There is not sufficient room to safely site a BMX track at the same location. It may be that some users would drive to a good quality facility with children and young people. It would certainly result in tensions between users of the play area, footballers and casual users of the site. It is not recommended to seek to construct the site there.

1.6. Moreton Road Phase 3

It has been suggested by the Planning Authority to put a BMX pump track as part of the LEAP / NEAP for the proposed new Moreton Road Phase 3 Development. This would only be possible if the development went ahead, against the Town Council's wishes, but would in that instance at least achieve this objective.

1.7. Heartlands

This site is owned by Buckinghamshire Council, who have just received a renewal of the green flag status for the site. Aylesbury Vale District Council made it clear that they would not support a BMX track in the Heartlands. It is not likely that this position will be different at least in the short term with the new Buckinghamshire Council.

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 26th October 2020

Contact Officer: Nina Stockill, Committee Clerk

Wildflower Information Boards

1. Recommendations

- 1.1 It is recommended that Members agree to make provision from the 2019/20 budget for the purchase 9 x A4 signs via company A and that one A3 interpretation board is purchased at a total cost of £910 (ex VAT), using funds to be transferred from cost centre 201 4068 (Community Service) to 252 4601 (Bourton Park Repairs and Maintenance).
- 1.2 That Members agree to commission 9 individual water colouring paintings of wildflowers from artist Fiona Hancock and agree to a £25 donation towards to cost of art materials from cost centre 252 4601.
- 1.3 That Members agree for the Estates Manager and Greenspaces Assistant to decide on the final designs in liaison with the Chair of the Environment Committee to liaise over the final designs.

2. Background

- 2.1 As part of the Town Council's Climate Emergency Action Plan it was agreed that the Environment Committee should:
Protect and enhance native species and habitats. Promoting and supporting opportunities for environmental enhancement and regeneration.
- 2.2 We have since implemented 3 new sections of wildflower planting and swathes of woodland bulbs across Bourton Park. All of the species have been carefully chosen by the Estates Manager to ensure they were native and well suitable to the environment in which they were planted. The wildflower meadows have proven extremely popular with visitors to the park, receiving lots of positive comments across social media and in the local newspaper.
- 2.3 Since the coronavirus pandemic led to restrictions on people's movements and activities, many have learned to see their surroundings with fresh eyes, and many have come to view the streets where they live in a new light, discovering walks, trails and landmarks they had not realised were there before.
- 2.3 In order to enhance visitors' enjoyment of the park, it is proposed that we install wildflower illustration boards, fixed at regular intervals, to the new fencing surrounding the junior play area in Bourton Park. Each board would display a watercolour illustration and short description of a native wildflower species, commonly found in Bourton Park. A larger interpretation sign would be fixed to the fence panel adjacent to the play park's gate, directing visitors through the Bourton Park and towards the wildflower meadows.
- 2.4 An example of a similar initiative can be seen in the below photographs:



BARR'R CYTHRAU
Sanicula pratensis

Uchder: hyd at 15cm
 Blodau rhwng Gorffennaf a Hydref

Blodeuo rhwng Gorffennaf a Hydref
 Defnyddidde ar un adeg i drin y clefyd craff.

DEVIL'S-BIT SCABIOUS
Sanicula oleracea

Height: up to 20cm
 Flowers between July and October

Once used as a cure for the disease scabies.

CAE'R DDÔL

Mae'r blodau gwylt hyn oll yn tyfu yng Nghae'r Ddôl, dim ond munud a'r maes chwarae hwn ar droed. Rheolir Cae'r Ddôl fel gall y blodau hyn ffynnu. Torri'r glaswellt yn gynnar yn yr Hydref a chaiff y tonau eu clirio oddi yno. Fel hyn, bydd ffurwthlondeb y pridd yn gostwng fel gall y blodau bregus gystadlu â'r glaswellt a'i cyrs sy'n fwy barus. Ewch yno am dro i weld faint o wahanol flodau allwch chi weld.

These wildflowers all grow in Cae'r Ddôl, a minutes walk from this playground. Cae'r Ddôl is managed so that these flowers can flourish. The grass is cut in early Autumn and the cuttings are removed. In this way the fertility of the soil is reduced so that the delicate flowers can compete with the more greedy grasses and reeds. Take a walk and see how many different flowers you can spot.

padam
 Cymru'n Ffynnu - Wales in Bloom

CAE'R DDÔL

padam
 Cymru'n Ffynnu - Wales in Bloom

KCW
 RER MU

Cyfoeth Naturiol Cymru
 Natural Resources Wales

Dŵr Cymru
 Welsh Water

- 2.5 The aim of the panels would be to provide further information or insight into the importance of wildflowers to our environment. It is hoped that the boards will entice visitor's sense of curiosity and discovery and inform people as to the strong cultural bonds that exist with species such as:
- Red Campion - Folklore tells that Red Campion flowers guard bees' honey stores, as well as protecting fairies from being discovered.
 - Ox-Eye Daisy - Strongly links to divination, particularly in France, where it would be used in romantic predictions. These links to divination have filtered down to the modern game of 'he loves me, he loves me not' where petals are picked to determine luck in love.
 - Wild garlic - Wild garlic flowers early in spring, so is an important early bloom for the bees and other insects which pollinate them. The bulbs are also a source of food for wild boars.
- 2.6 An excellent example of wildlife education boards can be found in Scotts Lane, Maids Moreton, where the local conservation group have commissioned a local artist to create 12 monthly illustrations raising awareness of the different kinds of wildlife in the environment where the panel is situated. The same local artist has offered to create 9 watercolour images of our chosen subjects so long as the Town Council are able to make a small donation towards materials.

3. Information

- 3.1 Each sign would have a different illustration and text to give a brief bit of information on the species and its cultural significance and importance to the natural world.
- 3.2 Species will be chosen by the Estates Manager and Greenspaces Administrator in liaison with the Chair of the Environment Committee.
- 3.3 Prices have been obtained from a local graphic designer for the production of 9 A4 panels and one A3 map.
- 3.4 Prices for materials have been estimated by our local artist.

4. Budget

- 4.1 Manufacturing: the boards would be printed in full colour on 3mm aluminium composite sheet, radius corners. The signs will come with aluminium fixing rails to the rear and will be supplied with an enhanced anti-graffiti faced film applied to the sign face. Price including delivery but not installation is £910 plus VAT
- 4.2 Design: £25 to cover the cost of artist's materials.
- 4.3 Total: £935 (ex. Vat) to be paid transferring some of the underspend on budget cost centre 201 4068 (Community Service) to 252 4601 (Bourton Park Repairs and Maintenance).

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 26th OCTOBER 2020

Contact Officer: Lee Phillips, Estates Manager

Town Action Commission for Trees – Update.

1. Recommendations

- 1.1. It is recommended that the Council set up an income budget line for potential tree planting donations or for any funding obtained and to Precept a budget for £1,000 in the 2021/22 budget for the Tree Wardens to fund any promotional material required.
- 1.2. It is recommended that officers set up a meeting with the Tree Warden group to establish what support the volunteer tree wardens may require for the future and how to progress the group further.
- 1.3. It is recommended that the Committee nominate a councillor to join this group as a representative of the Council.
- 1.4. It is recommended that the Tree wardens are asked to carry out an initial survey to identify potential tree planting locations/opportunities around the town and any other opportunities for schemes i.e. hedgerow restoration work around the town.
- 1.5. It is recommended that the planning and Neighbourhood Plan issues raised are referred to the Neighbourhood Plan Sub-Committee for consideration.

2. Background

- 1.1. The original report was produced by the Town Action Commission (TAC), which was established by the Environment Committee in March 2017 due to concerns about the loss of trees, hedgerows and open spaces, largely resulting from new housing developments.
- 1.2. The objective is “the protection, creation and enhancement of trees, hedgerows and green spaces in new developments”. An initial meeting of interested parties, including representatives of local councils, conservation groups and other stakeholders was held.

3. Information

1.6. The original TAC report can be found here(page 63):
<https://www.buckingham-tc.gov.uk/wp-content/uploads/2017/02/170403-AGENDA-PACK.pdf>

1.7. The TAC updated action list below.

Current – In place and continuing						
No	Action	Timescale	Led By	Summary progress against actions (2017)	Update of Progress against actions (2020)	Proposed Actions
C1	Confirm ownership of all open spaces within the Town Council area	End June 2017 <i>then continuous when required</i>	Environment Committee / Estates Manager / AVDC Green Spaces / Other land owners		Information is available via Buckinghamshire Council's website: www.aylesburyvaledc.gov.uk/grass-cutting and www.aylesburyvaledc.gov.uk/protected-tree-search for information on TPOs or by contacting Buckingham Town Council /Buckinghamshire Council when required.	none
C2	Set maintenance priorities and create routine maintenance plans	To be set for each Financial Year	Environment Committee / Estates Manager / AVDC Green Spaces / Other land owners		Tree management carried out by land owners often Buckinghamshire Council or Buckingham Town Council	none
C3	Make use of Assets of Community Value designations to provide additional protection to open spaces when ownership is unclear	<i>When Necessary</i>	Environment Committee Action List			none
Short Term – New Actions						

No	Action	Timescale	Led By	Summary progress against actions (2017)	Update of Progress against actions (2020)	Proposed Actions
S1	a) Contact local schools to create more interest in trees, hedgerows and green spaces	End June 2017	Town Clerk			
	b) encourage them to take part in activities and send / share success stories to raise public awareness					Buckingham Town Council promote any positive tree related stories via press and social media.
S2	Create Tree Warden information leaflet(s) and support pack, to include information from AVDC enforcement, Forestry Commission, Wildlife Trust.....; circulate to and train all Tree Wardens	Environment Committee 17/07/2017	Environment Committee / Deputy Town Clerk	Leaflet and information pack produced and available.	completed	n/a
				Leaflet uploaded to website, and information pack circulated to existing tree wardens	completed	n/a
S3	Create a Tree Warden Working Group	a & b - June 2017	Existing Tree Wardens / Environment Committee / Planning Committee	All existing tree wardens contacted to determine areas that they can cover.	Tree Warden Group set up, initial meeting held 'walkabouts' carried out. Involved in tree planting at Lace Hill. 17 tree wardens on current list. Woodland Bulb planting carried out in Bourton Park.	
	a) Contact interested parties, identified through TAC survey; and existing tree wardens to determine availability & areas of					Tree wardens work with Town Council Planning officer on regular basis in regards to planning applications.

preference to cover					
b) Determine training requirements and support needs	c & d - September 2017		Work is ongoing to contact people who expressed an interest in becoming tree wardens, through the recent TAC survey.	When identified this can be investigated and funding obtained	Set up an income budget line for tree planting for potential tree planting donations or for any funding obtained. Precept a budget for the tree Wardens to fund promotional material.
c) Organise wardens according to location / availability					Tree wardens to be asked to carry out an initial survey to identify potential tree planting locations/opportunities and other opportunities for schemes i.e. hedgerow restoration work around the town. Tree Wardens asked to be involved in future tree planting.
Hold regular meetings & provide support to tree warden volunteers					Set up a meeting with the tree warden group to establish what support the volunteer tree wardens require for the future and how to progress the group. A councillor representative will be assigned to work with the group to help facilitate this.

S4	Include outstanding trees in "Town Trails" leaflet	End July 2017	Buckingham Society / Tree Warden Working Group		Buckingham society to progress	unknown
S5	Raise public awareness by publicising relevant information / leaflets on website, local forums, noticeboards etc... including links to relevant websites such as check-a-trade, trust a trader etc.	End August 2017 and Ongoing	Deputy Town Clerk	Leaflet uploaded to website, and posters displayed in Town Council noticeboards	Event held in Feb 2017 on the Market publicising tree wardens and tree issues around the town.	ongoing - This also ties in with the Town Council Environment Emergency Action Plan which says annual tree planting within the town is a key aim.
S6	Produce information for property owners detailing their legal responsibilities under the planning system (<i>utilise expected Tree Charter</i>)	End August 2017	Planning Committee		https://www.trees.org.uk/Help-Advice/Help-for-Tree-Owners/Guide-to-Trees-and-the-Law	Promotional material to be produced by Tree Wardens with help from Town Council (budget needs to be agreed)
			Estates Manager		Information already available: www.aylesburyvaldedc.gov.uk/section/protected-trees-and-hedgerows	
S7	Organise an annual clean up event for green and open spaces, (<i>coordinate with River Rinse</i>)	Oct-17	Town Centre & Events Committee			tree wardens to be encouraged to be involved in other 'clean up events' events within the town i.e. river rinse, Spring clean etc.
S8	Encourage Conservation Groups to hold "information sessions" and invite people to visit areas and learn about conservation, and	October 2017 and Ongoing	Conservation Groups / Environment Committee			Incorporate this into existing events possibly the Spring Fair or the proposed Voluntary Community and Social Enterprise Organisations Event in early 2021.

	promote important areas of town					
Long Term - Ongoing Solutions						
No	Action	Timescale	Led By		Update of Progress against actions (2020)	Proposed Action
L1	Create an arboreal, hedgerow and open space management plan, based on Vision and Design Statements	With Neighbourhood Plan	Environment Committee		none	This is a large piece of work some of which will be incorporated in the Neighbourhood plan which is overseen by the Planning committee
			Planning Committee			Refer to Neighbourhood plan/Planning committee
L2	Identify ownership of all trees within the Town Council area	Ongoing	Environment Committee / Estates Manager / AVDC Green Spaces /		none	This is a massive amount of work to identify ownership of all of the tree's in the Town and for little benefit.

	<i>If possible, utilise previously available AVDC database of trees</i>		Other land owners			
L3	Identify ownership of all planned open spaces, tree or hedgerow developments	Each Planning Committee	Planning Committee		none	Impossible to know proposed ownership of all planned open spaces as often not decided until development underway and often agreed with planning authority.
L4	Extend and complete the existing network of footpaths and embryonic linear parks, in conjunction with local authorities and community groups	When Possible	Planning Committee		none	Refer to Planning Committee to consider in Neighbourhood plan.
L5	Provide advice to property owners:	a) Ongoing	Tree Warden Working Group / All			
	a) Give advice where possible, and when appropriate, regarding tree maintenance and planting	b) When actions S2 & S6 available				Tree Warden Volunteer Group to progress
	b) provide information leaflets (<i>upload and make available leaflets from actions S2 & S6 when completed</i>)				S2 completed	
L6	Encourage more tree wardens	Ongoing	Environment Committee / Tree Warden Working		none	promotion of scheme to be agreed with Tree Warden volunteers

			Group			
L7	Encourage residents and local organisations to take ownership of maintenance	Ongoing	Environment Committee / Tree Warden Working Group		none	How else can this be encouraged? S6 produce promotional material incorporates this?
L8	Pay greater attention to boundaries when examining planning applications, particularly if boundaries contain trees and hedgerows making sure these are protected as far as possible	Each Planning Committee	Planning Committee		ongoing	This is often highlighted by BTC planning committee on applications to the planning authority
	<i>Consider requesting root protection zones, Tree Protection Orders, fenced off protection areas as standard when considering planning applications</i>					Planning Authority oversee this - Volunteer tree wardens can monitor and report via BTC planning officer as issues arise.

INCOME AND EXPENDITURE - EXPLANATION OF DIFFERENCES

PAGE No	CODE	COST CENTRE	AMOUNT	EXPLANATION
3	4161	250	-£1,814.00	Overspend in budget due to unexpected numerous fire and intruder alarm call out costs. This has resulted in the
				requirement to have supplied and fitted a new Loop Control Panel costing £1519.10 and new inspection door
				costing £1116.00 which were not budgeted for.
3	4225	253	-£8.00	changes to rate costs because of pandemic - resulted in some increases and some decreases
4	4091	261	-£721.00	Design / inspection works fee, carried out before lockdown - upfront 10% paid - to be claimed back via NHB
				ref income code 1078 261
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 Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>EARMARKED RESERVES</u>						
<u>901 EARMARKED RESERVES</u>						
9001 YOUTH COUNCIL	0	1,000	1,000		1,000	0.0%
9002 CEMETERY DEVELOPMENT	0	55,728	55,728		55,728	0.0%
9004 SOLAR PANEL LACE HILL	0	28,076	28,076		28,076	0.0%
9006 SPEED WATCH	0	598	598		598	0.0%
9012 CHRISTMAS LIGHTS	0	295	295		295	0.0%
9013 YOUTH PROJECTS	0	3,000	3,000		3,000	0.0%
9015 CHARTER FAIRS	0	4,136	4,136		4,136	0.0%
9025 PLAY AREA REPLACEMENT	0	30,121	30,121		30,121	0.0%
9027 GREEN BUCKINGHAM GROUP	0	226	226		226	0.0%
9029 CIRCULAR WALK MAINT	0	5,399	5,399		5,399	0.0%
9030 TOURISM LEAFLETS	0	2,404	2,404		2,404	0.0%
9033 ECONOMIC DEVELOPMENT GRP	0	(2,685)	(2,685)		(2,685)	0.0%
9035 PARKS DEVELOPMENT	0	1,405	1,405		1,405	0.0%
9036 ELECTION COSTS	0	5,094	5,094		5,094	0.0%
9040 PARK RUN	0	89	89		89	0.0%
9045 ACCESS FOR ALL	0	251	251		251	0.0%
9046 PLANNING DISPLAY EQUIPMENT	0	1,848	1,848	1,219	629	66.0%
9048 BUCKINGHAM ACTION GROUP	0	1,283	1,283		1,283	0.0%
9049 NEIGHBOURHOOD PLAN	0	20,000	20,000		20,000	0.0%
9050 BRIDGE REPAIRS	0	15,000	15,000		15,000	0.0%
9051 OFFICE DEVELOPMENT / FURNITURE	6,112	12,000	5,888	640	5,248	56.3%
9052 DEPOT EQUIPMENT PURCHASE	2,216	5,000	2,784	727	2,057	58.9%
9053 AEDs	0	420	420		420	0.0%
9054 LACE HILL REPAIRS & MAINTENANC	0	5,000	5,000		5,000	0.0%
EARMARKED RESERVES :- Indirect Expenditure	8,328	195,688	187,360	2,586	184,774	5.6%
Net Expenditure	(8,328)	(195,688)	(187,360)			
EARMARKED RESERVES :- Income	0	0	0			0.0%
Expenditure	8,328	195,688	187,360	2,586	184,774	5.6%
Movement to/(from) Gen Reserve	(8,328)					
Grand Totals:- Income	0	0	0			0.0%
Expenditure	8,328	195,688	187,360	2,586	184,774	5.6%
Net Income over Expenditure	(8,328)	(195,688)	(187,360)			
Movement to/(from) Gen Reserve	(8,328)					

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
ENVIRONMENT						
201 ENVIRONMENT						
3995 NI ENVIRONMENT	7,991	24,798	16,807		16,807	32.2%
3996 PENSION ERS ENVIRONMENT	25,641	46,384	20,743		20,743	55.3%
4004 WAGES & SALARIES ENVIRONMENT	99,901	199,640	99,739		99,739	50.0%
4068 COMMUNITY SERVICE	0	6,669	6,669		6,669	0.0%
4112 ENVIRONMENT EQUIPMENT	1,065	6,000	4,935		4,935	17.7%
ENVIRONMENT :- Indirect Expenditure	<u>134,597</u>	<u>283,491</u>	<u>148,894</u>	<u>0</u>	<u>148,894</u>	<u>47.5%</u>
Net Expenditure	<u>(134,597)</u>	<u>(283,491)</u>	<u>(148,894)</u>			
202 ROUNDABOUTS						
1051 ROUNDABOUT NO 1 ABBOT FIRE	2,234	2,180	(54)			102.5%
1052 ROUNDABOUT NO 2 ELLA	1,192	1,660	468			71.8%
1053 ROUNDABOUT NO 3 SEASONS INNS	1,955	1,908	(47)			102.5%
1054 ROUNDABOUT NO 4 R & B	2,492	2,372	(120)			105.1%
1056 ROUNDABOUT NO 6 THE VET CENTRE	2,655	2,603	(52)			102.0%
1057 ROUNDABOUT NO 7 RING ROAD	1,353	1,328	(25)			101.9%
ROUNDABOUTS :- Income	<u>11,881</u>	<u>12,051</u>	<u>170</u>			<u>98.6%</u>
4108 ROUNDABOUT	0	1,300	1,300		1,300	0.0%
ROUNDABOUTS :- Indirect Expenditure	<u>0</u>	<u>1,300</u>	<u>1,300</u>	<u>0</u>	<u>1,300</u>	<u>0.0%</u>
Net Income over Expenditure	<u>11,881</u>	<u>10,751</u>	<u>(1,130)</u>			
203 MAINTENANCE						
4082 ALLOTMENTS	2,000	2,000	0		0	100.0%
MAINTENANCE :- Indirect Expenditure	<u>2,000</u>	<u>2,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100.0%</u>
Net Expenditure	<u>(2,000)</u>	<u>(2,000)</u>	<u>0</u>			
204 DEVOLVED SERVICES EXPENSES						
1017 DEV SERV NON CARRIAGEWAY INC	20,381	20,353	(28)			100.1%
DEVOLVED SERVICES EXPENSES :- Income	<u>20,381</u>	<u>20,353</u>	<u>(28)</u>			<u>100.1%</u>
4124 DEVOLVED NON-CARRIAGEWAY	307	9,000	8,693		8,693	3.4%
DEVOLVED SERVICES EXPENSES :- Indirect Expenditure	<u>307</u>	<u>9,000</u>	<u>8,693</u>	<u>0</u>	<u>8,693</u>	<u>3.4%</u>
Net Income over Expenditure	<u>20,074</u>	<u>11,353</u>	<u>(8,721)</u>			

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>205</u> <u>GROUNDS MAINTENANCE</u>						
4033 WASTE DISPOSAL	1,084	1,800	716		716	60.2%
4035 MACHINERY	522	1,500	978		978	34.8%
4036 FUEL (MOWER)	582	2,300	1,718		1,718	25.3%
4037 SUNDRIES	1,448	1,480	33		33	97.8%
4063 VEHICLE HIRE AND RUNNING COSTS	3,668	13,500	9,832		9,832	27.2%
GROUNDS MAINTENANCE :- Indirect Expenditure	<u>7,303</u>	<u>20,580</u>	<u>13,277</u>	<u>0</u>	<u>13,277</u>	<u>35.5%</u>
Net Expenditure	<u>(7,303)</u>	<u>(20,580)</u>	<u>(13,277)</u>			
<u>248</u> <u>DEPOT</u>						
4013 EQUIPMENT PURCHASE	732	2,500	1,768		1,768	29.3%
4055 ALARM	0	410	410		410	0.0%
4225 RATES	4,142	4,200	58		58	98.6%
4601 REPAIRS& MAINTENANCE FUND	312	800	488		488	39.0%
4602 ELECTRICITY	481	2,000	1,519		1,519	24.1%
4603 WATER	274	1,000	726		726	27.4%
DEPOT :- Indirect Expenditure	<u>5,941</u>	<u>10,910</u>	<u>4,969</u>	<u>0</u>	<u>4,969</u>	<u>54.5%</u>
Net Expenditure	<u>(5,941)</u>	<u>(10,910)</u>	<u>(4,969)</u>			
<u>249</u> <u>PUBLIC TOILETS</u>						
1085 SHOP MOBILITY INCOME	77	100	23			77.0%
PUBLIC TOILETS :- Income	<u>77</u>	<u>100</u>	<u>23</u>			<u>77.0%</u>
4225 RATES	0	1,000	1,000		1,000	0.0%
4602 ELECTRICITY	0	1,026	1,026		1,026	0.0%
4603 WATER	0	2,565	2,565		2,565	0.0%
4608 SHOP MOBILITY	0	1,026	1,026		1,026	0.0%
4612 CONTRACTOR CHARGE	6,096	11,593	5,497		5,497	52.6%
4709 MAINTENANCE	0	513	513		513	0.0%
PUBLIC TOILETS :- Indirect Expenditure	<u>6,096</u>	<u>17,723</u>	<u>11,627</u>	<u>0</u>	<u>11,627</u>	<u>34.4%</u>
Net Income over Expenditure	<u>(6,019)</u>	<u>(17,623)</u>	<u>(11,604)</u>			
<u>250</u> <u>LACE HILL</u>						
1026 LACE HILL COMMUNITY CENTRE	8,329	43,251	34,922			19.3%
1027 SOLAR INCOME	0	507	507			0.0%
LACE HILL :- Income	<u>8,329</u>	<u>43,758</u>	<u>35,429</u>			<u>19.0%</u>
4050 LACE HILL PLAYING FIELDS	0	500	500		500	0.0%
4118 SOLAR PANELS	0	715	715		715	0.0%

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4158 LACE HILL GAS	302	4,000	3,698		3,698	7.6%
4159 LACE HILL ELECTRICITY	1,227	1,960	733		733	62.6%
4160 LACE HILL WATER	152	1,250	1,098		1,098	12.2%
4161 LACE HILL REPAIRS & MAINT	5,287	3,500	(1,787)	27	(1,814)	151.8%
4162 LACE HILL CONTRACTOR CHARGE	2,223	3,750	1,527		1,527	59.3%
4163 LACE HILL ALARM	485	513	28		28	94.5%
4164 LACE HILL EQUIPMENT PURCHASE	0	2,500	2,500		2,500	0.0%
4225 RATES	9,731	9,850	120		120	98.8%
LACE HILL :- Indirect Expenditure	<u>19,407</u>	<u>28,538</u>	<u>9,131</u>	<u>27</u>	<u>9,103</u>	<u>68.1%</u>
Net Income over Expenditure	<u>(11,078)</u>	<u>15,220</u>	<u>26,298</u>			
<u>251 CHANDOS PARK</u>						
1030 BOWLS INCOME	0	564	564			0.0%
1035 TENNIS COURT RENT	0	641	641			0.0%
CHANDOS PARK :- Income	<u>0</u>	<u>1,205</u>	<u>1,205</u>			<u>0.0%</u>
4601 REPAIRS& MAINTENANCE FUND	2,308	6,320	4,012		4,012	36.5%
4602 ELECTRICITY	0	513	513		513	0.0%
4603 WATER	568	1,539	971		971	36.9%
CHANDOS PARK :- Indirect Expenditure	<u>2,876</u>	<u>8,372</u>	<u>5,496</u>	<u>0</u>	<u>5,496</u>	<u>34.3%</u>
Net Income over Expenditure	<u>(2,876)</u>	<u>(7,167)</u>	<u>(4,291)</u>			
<u>252 BOURTON PARK</u>						
4601 REPAIRS& MAINTENANCE FUND	5,650	8,995	3,345		3,345	62.8%
4708 PLAY EQUIPMENT	13,966	13,966	0		0	100.0%
BOURTON PARK :- Indirect Expenditure	<u>19,616</u>	<u>22,961</u>	<u>3,345</u>	<u>0</u>	<u>3,345</u>	<u>85.4%</u>
Net Expenditure	<u>(19,616)</u>	<u>(22,961)</u>	<u>(3,345)</u>			
<u>253 CEMETERY</u>						
1041 BURIAL FEES	8,810	18,000	9,190			48.9%
CEMETERY :- Income	<u>8,810</u>	<u>18,000</u>	<u>9,190</u>			<u>48.9%</u>
4225 RATES	408	400	(8)		(8)	101.9%
4265 NEW CEM MAINTENANCE	0	5,050	5,050		5,050	0.0%
4601 REPAIRS& MAINTENANCE FUND	335	4,013	3,678	1,295	2,383	40.6%
4602 ELECTRICITY	131	450	319		319	29.2%
4617 MEMORIAL TESTING	0	2,052	2,052		2,052	0.0%
4619 NEW CEM REPAYMENTS	0	37,108	37,108		37,108	0.0%
4620 EXPENSES RE BURIAL DUTIES	1,067	6,669	5,603		5,603	16.0%
CEMETERY :- Indirect Expenditure	<u>1,941</u>	<u>55,742</u>	<u>53,801</u>	<u>1,295</u>	<u>52,506</u>	<u>5.8%</u>
Net Income over Expenditure	<u>6,869</u>	<u>(37,742)</u>	<u>(44,611)</u>			

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>254 CHANDOS PARK TOILETS</u>						
4612 CONTRACTOR CHARGE	6,739	16,638	9,899		9,899	40.5%
4709 MAINTENANCE	27	1,026	999		999	2.6%
CHANDOS PARK TOILETS :- Indirect Expenditure	<u>6,766</u>	<u>17,664</u>	<u>10,898</u>	<u>0</u>	<u>10,898</u>	<u>38.3%</u>
Net Expenditure	<u>(6,766)</u>	<u>(17,664)</u>	<u>(10,898)</u>			
<u>255 RAILWAY WALK & CASTLE HILL</u>						
4120 FRIENDS OF GROUPS	0	1,026	1,026		1,026	0.0%
4709 MAINTENANCE	29	513	484		484	5.7%
RAILWAY WALK & CASTLE HILL :- Indirect Expenditure	<u>29</u>	<u>1,539</u>	<u>1,510</u>	<u>0</u>	<u>1,510</u>	<u>1.9%</u>
Net Expenditure	<u>(29)</u>	<u>(1,539)</u>	<u>(1,510)</u>			
<u>256 STORAGE PREMISES</u>						
4066 GRENVILLE GARAGE RENT	299	667	368		368	44.9%
STORAGE PREMISES :- Indirect Expenditure	<u>299</u>	<u>667</u>	<u>368</u>	<u>0</u>	<u>368</u>	<u>44.9%</u>
Net Expenditure	<u>(299)</u>	<u>(667)</u>	<u>(368)</u>			
<u>258 CEMETERY LODGE</u>						
1061 CEMETERY LODGE RENTAL INCOME	3,544	10,804	7,260			32.8%
CEMETERY LODGE :- Income	<u>3,544</u>	<u>10,804</u>	<u>7,260</u>			<u>32.8%</u>
4034 PWLB REPAYMANTS INCL INTEREST	2,351	4,702	2,351		2,351	50.0%
4609 CEMETERY LODGE MAINT	666	3,500	2,834		2,834	19.0%
CEMETERY LODGE :- Indirect Expenditure	<u>3,018</u>	<u>8,202</u>	<u>5,184</u>	<u>0</u>	<u>5,184</u>	<u>36.8%</u>
Net Income over Expenditure	<u>526</u>	<u>2,602</u>	<u>2,076</u>			
<u>260 CCTV</u>						
4100 CCTV ONGOING COSTS	0	1,642	1,642		1,642	0.0%
CCTV :- Indirect Expenditure	<u>0</u>	<u>1,642</u>	<u>1,642</u>	<u>0</u>	<u>1,642</u>	<u>0.0%</u>
Net Expenditure	<u>0</u>	<u>(1,642)</u>	<u>(1,642)</u>			
<u>261 COMMUNITY CENTRE STRUCTURAL RE</u>						
1078 NEW HOMES BONUS	0	150,000	150,000			0.0%
COMMUNITY CENTRE STRUCTURAL RE :- Income	<u>0</u>	<u>150,000</u>	<u>150,000</u>			<u>0.0%</u>
4085 STRUCTURAL REPAIRS	700	2,000	1,300		1,300	35.0%

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4091 CHAMBER WORKS	1,721	1,000	(721)		(721)	172.1%
COMMUNITY CENTRE STRUCTURAL RE :- Indirect Expenditure	2,421	3,000	579	0	579	80.7%
Net Income over Expenditure	(2,421)	147,000	149,421			
<u>262</u> <u>PARKS GENERAL</u>						
4101 SEATS AND BINS	0	1,026	1,026		1,026	0.0%
4102 DOG BINS	0	4,500	4,500		4,500	0.0%
4106 PLAY AREA MAINTENANCE	864	5,013	4,150		4,150	17.2%
4122 TREE WORKS	900	11,796	10,896	4,850	6,046	48.7%
4270 BRIDGES	0	1,000	1,000		1,000	0.0%
4275 PLAY AREA REPLACEMENT FUND	0	1,000	1,000		1,000	0.0%
PARKS GENERAL :- Indirect Expenditure	1,764	24,335	22,572	4,850	17,722	27.2%
Net Expenditure	(1,764)	(24,335)	(22,572)			
ENVIRONMENT :- Income	53,022	256,271	203,250			20.7%
Expenditure	214,380	517,666	303,287	6,172	297,114	42.6%
Movement to/(from) Gen Reserve	(161,358)					
Grand Totals:- Income	53,022	256,271	203,250			20.7%
Expenditure	214,380	517,666	303,287	6,172	297,114	42.6%
Net Income over Expenditure	(161,358)	(261,395)	(100,037)			
Movement to/(from) Gen Reserve	(161,358)					

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 26th October 2020

Contact Officer: Paul Hodson, Town Clerk

Revised Budget Forecast for 2020/21

1. Recommendation

1.1. It is recommended that Members note the report

2. Summary

2.1. The budget forecast for 2020/21 is being regularly reviewed. The updated forecast shows that the Covid 19 restrictions have impacted a number of Council services. For the Environment Committee, these include:

- Reduced expenditure on Community Service work, which has yet to restart
- Reduced income from hall hire, notably Lace Hill

2.2. Costs directly attributable to Covid 19 are funded out of the Covid 19 budget, which sits under the Resources Committee. This includes PPE and the hire of the additional van.

2.3. There is still much uncertainty about the next few months. But the current forecast is that overall the TC and E budget will be **overspent** by £7,482. However, this is more than balanced by other committees with a forecast underspend.

3. Summary Revised Forecast for TCE

	Budget	Revised Forecast
Income	106,271	80,027
Expenditure	491,064	472,301
Net Expenditure	384,793	392,275

3.1. Forecast overspend

£7,482

4. Revised Budget Forecast for the Environment Budget

4.1. Forecast changes are marked in red.

Cost Centre	Cost Code		Budget	Revised Forecast
201		ENVIRONMENT		
	1081	SOLAR PANEL FIT RATE	0	0
	1082	SOLAR PANEL EXPORT RATE	0	0
		Income	0	0
	3995	NI ENVIRONMENT	24,798	15,000
	3996	PENSION ERS ENVIRONMENT	46,384	46,271
			199,640	199,640
	4004	WAGES & SALARIES ENVIRONMENT		
	4068	COMMUNITY SERVICE	6,669	3,000
	4101	SEATS AND BINS	0	0
	4112	ENVIRONMENT EQUIPMENT	6,000	6,000
	4118	SOLAR PANELS	0	0
			0	0
	4155	SOLAR PANEL LOAN REPAYMENT		
			0	0
	4252	SOLAR PANEL LOAN REPAYMENT		
			283,491	269,911
		Expenditure		
202		ROUNDBABOUTS		
			2,180	2,180
	1051	ROUNDBABOUT NO 1 ABBOT FIRE		
	1052	ROUNDBABOUT NO 2 ELLA	1,660	1,660
			1,908	1,908
	1053	ROUNDBABOUT NO 3 SEASONS INNS		
	1054	ROUNDBABOUT NO 4 R & B	2,372	2,372
			2,603	2,603
	1056	ROUNDBABOUT NO 6 THE VET CENTRE		
			1,328	1,328
	1057	ROUNDBABOUT NO 7 RING ROAD		
		Income	12,051	12,051
	4108	ROUNDBABOUT	1,300	1,300
			1,300	1,300
		Expenditure		
203		MAINTENANCE		

	4063	VEHICLE HIRE AND RUNNING COSTS	0	0
	4082	ALLOTMENTS	2,000	2,000
	4102	DOG BINS	0	0
		Expenditure	2,000	2,000
204		DEVOLVED SERVICES EXPENSES		
	1015	DEVOLVED OTHER INCOME	0	0
	1017	DEV SERV NON CARRIAGEWAY INC	20,353	20,353
	1019	DEVOLVED SERVICES INCOME	0	0
		Income	20,353	20,353
	4124	DEVOLVED NON-CARRIAGEWAY	9,000	8,000
	4127	DEVOLVED MINOR HIGHWAYS	0	0
		Expenditure	9,000	8,000
205		GROUNDS MAINTENANCE		
	4033	WASTE DISPOSAL	1,800	1,800
	4035	MACHINERY	1,500	1,500
	4036	FUEL (MOWER)	2,300	2,300
	4037	SUNDRIES	1,200	1,200
	4063	VEHICLE HIRE AND RUNNING COSTS	13,500	13,500
		Expenditure	20,300	20,300
248		DEPOT		
	4013	EQUIPMENT PURCHASE	2,500	2,500
	4055	ALARM	410	410
	4225	RATES	4,200	4,200
			800	800
	4601	REPAIRS& MAINTENANCE FUND		
	4602	ELECTRICITY	2,000	2,000
	4603	WATER	1,000	1,000
		Expenditure	10,910	10,910

249		PUBLIC TOILETS		
	1085	SHOP MOBILITY INCOME	100	20
		Income	100	20
	4225	RATES	1,000	1,000
	4602	ELECTRICITY	1,026	1,026
	4603	WATER	2,565	2,565
	4608	SHOP MOBILITY	1,026	1,026
	4612	CONTRACTOR CHARGE	10,722	10,722
	4709	MAINTENANCE	513	513
			16,852	16,852
		Expenditure		
250		LACE HILL		
			43,251	20,000
	1026	LACE HILL COMMUNITY CENTRE		
	1027	SOLAR INCOME	507	0
		Income	43,758	20,000
	4050	LACE HILL PLAYING FIELDS	500	200
	4118	SOLAR PANELS	715	0
	4158	LACE HILL GAS	4,000	4,000
	4159	LACE HILL ELECTRICITY	1,960	1,960
	4160	LACE HILL WATER	1,250	1,250
	4161	LACE HILL REPAIRS & MAINT	3,500	3,500
			3,750	3,750
	4162	LACE HILL CONTRACTOR CHARGE		
	4163	LACE HILL ALARM	513	513
			2,500	2,500
	4164	LACE HILL EQUIPMENT PURCHASE		
	4167	LACE HILL PLAY AREA	0	0
	4225	RATES	9,850	9,850
	4605	HORTICULTURAL CONTRACT	0	0
			28,538	27,523
		Expenditure		
251		CHANDOS PARK		
	1030	BOWLS INCOME	564	282
	1035	TENNIS COURT RENT	641	321
		Income	1,205	603
	4106	PLAY AREA MAINTENANCE	0	0
	4122	TREE WORKS	0	0

	4601	REPAIRS& MAINTENANCE FUND	3,065	3,065
	4602	ELECTRICITY	513	513
	4603	WATER	1,539	1,539
	4605	HORTICULTURAL CONTRACT	0	0
		Expenditure	5,117	5,117
252		BOURTON PARK		
	4106	PLAY AREA MAINTENANCE	0	0
	4122	TREE WORKS	0	0
			5,000	5,000
	4601	REPAIRS& MAINTENANCE FUND		
	4605	HORTICULTURAL CONTRACT	0	0
	4708	PLAY EQUIPMENT	0	0
		Expenditure	5,000	5,000
253		CEMETERY		
	1041	BURIAL FEES	18,000	18,000
		Income	18,000	18,000
	4225	RATES	400	400
	4265	NEW CEM MAINTENANCE	5,050	5,050
			3,078	3,078
	4601	REPAIRS& MAINTENANCE FUND		
	4602	ELECTRICITY	450	450
	4605	HORTICULTURAL CONTRACT	0	0
	4617	MEMORIAL TESTING	2,052	2,052
	4619	NEW CEM REPAYMENTS	37,108	37,108
	4620	EXPENSES RE BURIAL DUTIES	6,669	6,669
	4621	NEW CEMETERY PLANNING	0	0
		Expenditure	54,807	54,807
254		CHANDOS PARK TOILETS		
	4612	CONTRACTOR CHARGE	13,338	10,170
	4709	MAINTENANCE	1,026	1,026
		Expenditure	14,364	11,196

255		RAILWAY WALK & CASTLE HILL		
	4120	FRIENDS OF GROUPS	1,026	1,026
	4122	TREE WORKS	0	0
	4605	HORTICULTURAL CONTRACT	0	0
	4709	MAINTENANCE	513	513
			1,539	1,539
		Expenditure		
256		STORAGE PREMISES		
	4066	GRENVILLE GARAGE RENT	667	667
			667	667
		Expenditure		
257		KEN TAGG PLAYGROUND		
	4106	PLAY AREA MAINTENANCE	0	0
	4122	TREE WORKS	0	0
	4605	HORTICULTURAL CONTRACT	0	0
			0	0
		Expenditure		
258		CEMETERY LODGE		
			10,804	9,000
	1061	CEMTERY LODGE RENTAL INCOME		
		Income	10,804	9,000
	4034	PWLB REPAYMANTS INCL INTEREST	4,702	4,702
	4609	CEMETERY LODGE MAINT	3,500	3,500
			8,202	8,202
		Expenditure		
259		OTTERS BROOK		
	4106	PLAY AREA MAINTENANCE	0	0
	4122	TREE WORKS	0	0
	4605	HORTICULTURAL CONTRACT	0	0
			0	0
		Expenditure		
260		CCTV		
	4100	CCTV ONGOING COSTS	1,642	1,642

		Expenditure	1,642	1,642
261		COMMUNITY CENTRE STRUCTURAL RE		
	4085	STRUCTURAL REPAIRS	2,000	2,000
	4091	CHAMBER WORKS	1,000	1,000
			3,000	3,000
		Expenditure		
262		PARKS GENERAL		
	4101	SEATS AND BINS	1,026	1,026
	4102	DOG BINS	4,500	4,500
	4106	PLAY AREA MAINTENANCE	5,013	5,013
	4122	TREE WORKS	11,796	11,796
	4270	BRIDGES	1,000	1,000
			1,000	1,000
	4275	PLAY AREA REPLACEMENT FUND		
			24,335	24,335
		Expenditure		

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 26^h OCTOBER 2020

Contact Officer: Paul Hodson, Town Clerk

Draft Budget 2021-2026

1. Recommendation

1.1. It is recommended that the Committee consider the proposed five-year budget, including the proposed budget for 2021/2022 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 Committee to review before the budget is provided for Full Council to consider at the Precept meeting in January 2021.

2. Background

2.1. A five-year budget has been prepared, to enable long-term planning. This is based on the budget agreed by the Precept Meeting in January 2020.

2.2. The draft budget has been prepared assuming RPI of 1.5%, and allowing for a salary increase of 2%. At this stage the Parish Tax Base figure is not known, so it is not possible to say what the overall increase Council Tax would be from the proposed budget. At this stage, the Committee are only asked to comment on changes to last year's budget, to enable the next meeting to consider a revised draft budget before the Precept Meeting.

3. Key Changes

3.1. The following significant changes have been made to the draft budget:

3.1.1. 4050 250, Lace Hill Playing Fields has been increased by £3,000 to fund the Council's agreed contribution to the new footpath to the football pitches

3.1.2. A new budget of £1,000 has been added to support the work of the Tree Wardens

4. Ear-Marked Reserves

4.1. At the end of the previous financial year (2019/20), the Council reported an underspend of £617,568. The ear-marked reserves totalled £195,688, leaving £421,880 in the general reserve. In new guidance provided during 2019, the Joint Panel on Accountability and Governance (JPAG) now advise that any authority with Net Revenue Expenditure (NRE) in excess of £200,000 should plan on 3 months equivalent General Reserve, although it is

important that each authority adopt, as a General Reserve policy, the level appropriate to their size and situation and plan their Budget so as to ensure that the adopted level is maintained.

4.2. For 2020/21 this would have been £226,113. However, in light of uncertainties the Council was facing, it was agreed for the Council to maintain the General Reserve at £422,134 for 2020/21, with the proviso that the Resources Committee are asked to review the new guidance and propose a fresh Reserves Policy during 2020/21.

4.3. Following a review of works required to Council assets, a number of schemes are proposed to be taken forwards during the next 2 – 3 financial years. It is therefore proposed to add the following items to the ear-marked reserve, and to request the Resources Committee review the Reserves Policy in this light:

Code	EARMARKED RESERVES	Current	Addition	New Total
9001	YOUTH COUNCIL	1,000		
9002	CEMETERY DEVELOPMENT	55,728		
9004	SOLAR PANEL LACE HILL	28,076		
9006	SPEED WATCH	598		
9012	CHRISTMAS LIGHTS	295		
9013	YOUTH PROJECTS	3000		
9015	CHARTER FAIRS	4,136		
9025	PLAY AREA REPLACEMENT	30,121	15,000 ¹	45,121
9027	GREEN BUCKINGHAM	226		
9029	CIRCULAR WALK MAINT	5,399		
9030	TOURISM LEAFLETS	2,404		
9033	ECONOMIC DEVELOPMENT	-2685		
9035	PARKS DEVELOPMENT	1,405		
9036	ELECTION COSTS	5,094		
9040	PARK RUN	89		
9045	ACCESS FOR ALL	251		
9046	PLANNING DISPLAY	1,848		
9048	BUCKINGHAM ACTION	1,283		
9049	NEIGHBOURHOOD PLAN	20,000		
9050	BRIDGE REPAIRS	15,000		
9051	OFFICE DEVELOPMENT /	12,000		
9052	DEPOT EQUIPMENT	5,000	10,000 ²	15,000
9053	AEDs	420		

¹ The additional £15,000 for play area replacement would fund the resurfacing of the toddler play area in Bourton Park

² The additional £10,000 for depot equipment would fund the replacement metal staircase required by the fire safety review.

9054	LACE HILL REPAIRS &		5,000	20,000 ³	25,000
	CEMETERY LODGE REPAIRS			10,000 ⁴	10,000
	NEW GARDEN OF REST			40,000	40,000
	BOWLS CLUB PAVILLION REPAIRS			8,000	8,000 ⁵
	MAKING GOOD AND BOUNDARY REPAIRS - BRACKLEY RD CEMETERY			45,000	45,000
	TOTAL			148,000	

5. Summary of Draft Budget

	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Total Income	106,271	107,609	109,676	111,523	113,411	114,807
Total Expenditure	491,064	482,876	495,508	514,456	524,809	532,571
Net Expenditure	384,793	375,267	385,832	402,933	411,399	417,764

³ The additional £20,000 for Lace Hill will fund the proposed installation of a new door to the Committee Room, enabling air flow and a safer exit.

⁴ The additional £10,000 for Cemetery Lodge would fund replacement of the wooden soffits and fascias with durable plastic

⁵ The additional £8,000 would fund repair work to the soffits and gutters, and cleaning of the cladding and roof.

6. Draft Budget

			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
	201	ENVIRONMENT						
3995		NI ENVIRONMENT	24,798	15,766	16,081	16,403	16,731	17,066
3996		PENSION ERS	46,384	46,384	47,312	48,258	49,223	50,208
4004		WAGES & SALARIES	199,640	192,000	195,840	199,757	203,752	207,827
4118		SOLAR PANELS						
4155		SOLAR PANEL LOAN REPLACEMENT						
4101		SEATS AND BINS						
4068		COMMUNITY SERVICE	6,669	6,769	6,871	6,974	7,078	7,184
		DEFIBRILLATORS		500	510	520	531	541
4112		ENVIRONMENT EQUIPMENT	6,000	8,000	8,120	8,242	8,365	8,491
		Total Overhead Expenditure	283,491	269,419	274,734	280,153	285,680	291,317
		ENVIRONMENT - Net Expenditure	283,491	269,419	274,734	280,153	285,680	291,317
	202	ROUNDBABOUTS						
4108		ROUNDBABOUT	1,300	1,320	1,339	1,359	1,380	1,400
		Total Overhead Expenditure	1,300	1,320	1,339	1,359	1,380	
1051		ROUNDBABOUT NO 1 ABBOT	2,180	2,268	2,302	2,336	2,371	2,407
1052		ROUNDBABOUT NO 2 ELLA	1,660	1,209	1,228	1,246	1,265	1,284
1053		ROUNDBABOUT NO 3	1,908	1,984	2,014	2,044	2,075	2,106
1054		ROUNDBABOUT NO 4 R & B	2,372	2,530	2,568	2,606	2,645	2,685
1056		ROUNDBABOUT NO 6 THE	2,603	2,694	2,735	2,776	2,818	2,860
1057		ROUNDBABOUT NO 7 RING	1,328	1,374	1,394	1,415	1,436	1,458
		Total Income	12,051	12,059	12,240	12,424	12,610	12,799
		ROUNDBABOUTS - Net Expenditure	10,751	10,740	10,901	11,064	11,230	12,799
	203	MAINTENANCE						
4063		VEHICLE HIRE AND RUNNING COSTS						

			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
4102		DOG BINS						
4082		ALLOTMENTS	2,000	2,030	2,060	2,091	2,123	2,155
		Total Overhead Expenditure	2,000	2,030	2,060	2,091	2,123	2,155
		MAINTENANCE - Net Expenditure	2,000	2,030	2,060	2,091	2,123	2,155
	204	DEVOLVED SERVICES EXPENSES						
4127		DEVOLVED MINOR HIGHWAYS						
4124		DEVOLVED NON-	9,000	9,135	9,272	9,411	9,552	9,696
		Total Overhead Expenditure	9,000	9,135	9,272	9,411	9,552	9,696
1015		DEVOLVED OTHER INCOME						
1017		DEV SERV NON	20,353	20,353	20,353	20,353	20,353	20,353
		Total Income	20,353	20,353	20,353	20,353	20,353	20,353
		DEVOLVED SERVICES EXPENSES - Net Expenditure	-11,353	-11,218	-11,081	-10,942	-10,801	-10,657
	205	GROUNDS MAINTENANCE						
4033		WASTE DISPOSAL	1,800	1,827	1,854	1,882	1,910	1,939
4035		MACHINERY	1,500	1,523	1,545	1,569	1,592	1,616
4036		FUEL (MOWER)	2,300	2,335	2,370	2,405	2,441	2,478
4037		SUNDRIES	1,200	1,218	1,236	1,255	1,274	1,293
4063		VEHICLE HIRE AND	13,500	13,703	13,908	23,000	23,345	23,695
		Total Overhead Expenditure	20,300	20,605	20,914	30,111	30,562	31,021
		GROUNDS MAINTENANCE - Net Expenditure	20,300	20,605	20,914	30,111	30,562	31,021
	248	DEPOT						
4013		EQUIPMENT PURCHASE	2,500	2,538	2,576	2,614	2,653	2,693
4055		ALARM	410	416	422	429	435	442
4225		RATES	4,200	4,263	4,327	4,392	4,458	4,525
4601		REPAIRS& MAINTENANCE	800	812	824	837	849	862
4602		ELECTRICITY	2,000	2,030	2,060	2,091	2,123	2,155

			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
4603		WATER	1,000	1,015	1,030	1,046	1,061	1,077
		Total Overhead Expenditure	10,910	11,074	11,240	11,408	11,579	11,753
		DEPOT - Net Expenditure	10,910	11,074	11,240	11,408	11,579	11,753
	249	PUBLIC TOILETS						
4225		RATES	1,000	0	0	0	0	
4602		ELECTRICITY	1,026	1,041	1,057	1,073	1,089	1,105
4603		WATER	2,565	2,603	2,643	2,682	2,722	2,763
4608		SHOP MOBILITY	1,026	1,041	1,057	1,073	1,089	1,105
4612		CONTRACTOR CHARGE	10,722	10,883	11,046	11,212	11,380	11,551
4709		MAINTENANCE	513	521	529	536	544	553
		Total Overhead Expenditure	16,852	16,090	16,331	16,576	16,825	17,077
1085		SHOP MOBILITY INCOME	100	102	103	105	106	108
		Total Income	100	102	103	105	106	108
		PUBLIC TOILETS - Net Expenditure	16,752	15,988	16,228	16,472	16,719	16,969
	250	LACE HILL						
4050		LACE HILL PLAYING FIELDS	500	3,500	515	523	531	539
4118		SOLAR PANELS	715	350	737	748	759	771
4158		LACE HILL GAS	4,000	4,060	4,121	4,183	4,245	4,309
4159		LACE HILL ELECTRICITY	1,960	1,989	2,019	2,050	2,080	2,111
4160		LACE HILL WATER	1,250	1,000	1,015	1,030	1,046	1,061
4161		LACE HILL REPAIRS & MAINT	3,500	3,553	3,606	3,660	3,715	3,770
4162		LACE HILL CONTRACTOR	3,750	3,806	3,863	3,921	3,980	4,040
4163		LACE HILL ALARM	513	521	529	536	544	553
4164		LACE HILL EQUIPMENT	2,500	2,538	2,576	2,614	2,653	2,693
4225		RATES	9,850	9,998	10,148	10,300	10,454	10,611
		Total Overhead Expenditure	28,538	31,314	29,128	29,565	30,008	30,459
1026		LACE HILL COMMUNITY	43,251	44,376	45,530	46,714	47,929	48,648

			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
1027		SOLAR INCOME	507	260	534	548	562	570
		Total Income	43,758	44,636	46,064	47,262	48,491	49,218
		LACE HILL - Net Expenditure	-15,220	-13,322	-16,936	-17,697	-18,483	-18,760
	251	CHANDOS PARK						
4601		REPAIRS& MAINTENANCE	3,065	3,111	3,158	3,205	3,253	3,302
4602		ELECTRICITY	513	521	529	536	544	553
4603		WATER	1,539	1,562	1,586	1,609	1,633	1,658
		Total Overhead Expenditure	5,117	5,194	5,272	5,351	5,431	5,512
1030		BOWLS INCOME	564	572	581	590	599	608
1035		TENNIS COURT RENT	641	651	660	670	680	691
		Total Income	1,205	1,223	1,241	1,260	1,279	1,298
		CHANDOS PARK - Net Expenditure	3,912	3,971	4,030	4,091	4,152	4,214
	252	BOURTON PARK						
4601		REPAIRS& MAINTENANCE	5,000	6,000	6,090	6,181	6,274	6,368
4708		PLAY EQUIPMENT		0	0	0	0	0
		Total Overhead Expenditure	5,000	6,000	6,090	6,181	6,274	6,368
		BOURTON PARK - Net Expenditure	5,000	6,000	6,090	6,181	6,274	6,368
	253	CEMETERY						
4225		RATES	400	406	412	418	425	431
4265		NEW CEM MAINTENANCE	5,050	1,000	7,000	8,500	10,000	10,150
4601		REPAIRS& MAINTENANCE	3,078	8,124	8,246	8,370	8,495	8,623
4602		ELECTRICITY	450	457	464	471	478	485
4617		MEMORIAL TESTING	2,052	2,083	2,114	2,146	2,178	2,211
4619		NEW CEM REPAYMENTS	37,108	37,665	38,230	38,803	39,385	39,976
4620		EXPENSES RE BURIAL	6,669	6,769	6,871	6,974	7,078	7,184
		Total Overhead Expenditure	54,807	56,503	63,336	65,681	68,038	69,059
1041		BURIAL FEES	18,000	18,270	18,544	18,822	19,105	19,391

			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
		Total Income	18,000	18,270	18,544	18,822	19,105	19,391
		CEMETERY - Net Expenditure	36,807	38,233	44,792	46,859	48,934	49,668
	254	CHANDOS PARK TOILETS						
4612		CONTRACTOR CHARGE	13,338	10,373	10,529	10,687	10,847	11,010
4709		MAINTENANCE	1,026	1,041	1,057	1,073	1,089	1,105
		Total Overhead Expenditure	14,364	11,415	11,586	11,760	11,936	12,115
		CHANDOS PARK TOILETS - Net Expenditure	14,364	11,415	11,586	11,760	11,936	12,115
	255	RAILWAY WALK & CASTLE HILL						
4120		FRIENDS OF GROUPS	1,026	1,041	1,057	1,073	1,089	1,105
4709		MAINTENANCE	513	1,000	1,015	1,030	1,046	1,061
		Total Overhead Expenditure	1,539	2,041	2,072	2,103	2,135	2,167
		RAILWAY WALK & CASTLE HILL - Net Expenditure	1,539	2,041	2,072	2,103	2,135	2,167
	256	STORAGE PREMISES						
4066		GRENVILLE GARAGE RENT	667	677	687	697	708	719
		Total Overhead Expenditure	667	677	687	697	708	719
		STORAGE PREMISES - Net Expenditure	667	677	687	697	708	719
	258	CEMETERY LODGE						
4034		PWLB REPAYMENTS INCL	4,702	4,072	4,072	4,072	4,072	4,072
4609		CEMETERY LODGE MAINT	3,500	4,500	4,568	4,636	4,706	4,776
		Total Overhead Expenditure	8,202	8,572	8,640	8,708	8,778	8,848
1061		CEMETERY LODGE RENTAL	10,804	10,966	11,131	11,298	11,467	11,639
		Total Income	10,804	10,966	11,131	11,298	11,467	11,639
		CEMETERY LODGE - Net Expenditure	2,602	2,394	2,491	2,589	2,689	2,791
	260	CCTV						
4100		CCTV ONGOING COSTS	1,642	1,667	1,692	1,717	1,743	1,769
		Total Overhead Expenditure	1,642	1,667	1,692	1,717	1,743	1,769
		CCTV - Net Expenditure	1,642	1,667	1,692	1,717	1,743	1,769

			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
	261	COMMUNITY CENTRE STRUCTURAL RE						
4085		STRUCTURAL REPAIRS	2,000	2,030	2,060	2,091	2,123	2,155
4091		CHAMBER REPAIRS	1,000	1,015	1,030	1,046	1,061	1,077
		Total Overhead Expenditure	3,000	3,045	3,091	3,137	3,184	3,232
		COMMUNITY CENTRE STRUCTURAL RE - Net Expenditure	3,000	3,045	3,091	3,137	3,184	3,232
	262	PARKS GENERAL						
4101		SEATS AND BINS	1,026	1,041	1,057	1,073	1,089	1,105
4102		DOG BINS	4,500	4,350	4,415	4,481	4,549	4,617
4106		PLAY AREA MAINTENANCE	5,013	5,088	5,165	5,242	5,321	5,400
4122		TREE WORKS	11,796	11,973	13,000	13,195	13,393	13,594
4270		BRIDGES	1,000	2,309	2,344	2,379	2,414	2,451
Tba		TREE WARDENS		1,000	1,015	1,030	1,046	1,061
4275		PLAY AREA REPLACEMENT	1,000	1,015	1,030	1,046	1,061	1,077
		Total Overhead Expenditure	24,335	26,777	28,026	28,446	28,873	29,306
		PARKS GENERAL - Net Expenditure	24,335	26,777	28,026	28,446	28,873	29,306

From: Sonia Crawford
Sent: 16 September 2020 09:47
Subject: Homeless Prevention Forum Meeting - Save the Date and Update

Good afternoon

First, a thank you

Firstly may I start by saying a big thank you to all of your hard work during some really difficult and testing times and that I hope that you are all safe and well. There has been some amazing work happening across the community during Covid19 and I am really proud of what has been achieved, particularly with regards to the 'Everyone In' programme that we are working on with MHCLG. There is a lot of work happening in relation to this client group and we are hoping to share some of this with you very soon.

As lockdown and pressures have impacted us all it is fair to say that we have slipped in some areas, one of these being the homeless prevention forum and strategy action plan update, of which you are pivotal stakeholders. I am sure you will agree that it is important as we head into the recovering from Covid and into winter that it is the right time to schedule a forum, it is anticipated that this will take place virtually and via the Microsoft Teams app. We have set aside the morning of 21st October for this event with a 9.30am start and expect to be finished at lunchtime. Please save the date in your diaries.

I would be very interested in hearing from any of you that would like to step into the spotlight and deliver perhaps case studies and or examples of the work that you have undertaken during these challenging times and the positive benefits for our vulnerable clients. We are also looking forward to hearing from you all about all of the wonderful work you have undertaken since we last met, particularly during the pandemic lockdown.

Homelessness Forum Approach

As we are now gathering our thoughts on a number of strategic pieces of work for the new Council we have been discussing the format of the forum and reviewing the survey responses that you kindly provided at the last meeting. The responses have confirmed the preference to move ahead as one Council with a North and South homelessness forum, with attendees being offered the opportunity to attend as forum of their choice, although we understand that a number of you have a geographical interest in one or other of the areas. The North forum will cover the former Aylesbury Vale District Council area and the South will continue to cover the Wycombe area with the addition of the Chiltern and South Bucks areas joining this group.

Strategically we will ensure that the groups remain of a single focus and format but with relevant regional differences, including the fact that we will continue to operate under individual former Homelessness Strategy documents, until such times as a new Strategy is developed and adopted by Bucks Council, we have until 31 March 2022 to bring this forward.

Chairing of meetings

We have also considered how we deliver the forum moving forward, along with how the forum in the South of the Council area is run, and as such we are moving to adopt a consistent approach. Therefore we are seeking to appoint an independent chair of the North Homeless Prevention Forum, this will bring a different approach to the meetings and we hope will continue to create an environment where all partners have a voice and that the Council is not leading the agenda and format moving forward. The Council will continue to facilitate the forums and participate but good practice leads us to conclude that this is an improvement on the historic format and as such we would like to invite expressions of interest for those of you that would be interested in taking up this role or that of vice chair.

Should we be in receipt of multiple interested parties we will consider this at the October meeting and there may be a vote undertaken to determine the successful person. I will of course be in a position to share the new Terms of Reference for the forum and agenda, including items you would like to be included and or to present please so I would be very grateful if you would send you expressions of interest to Julie.Oliver@buckinghamshire.gov.uk and Sonia.Crawford@buckinghamshire.gov.uk by 5pm on 30 September 2020.

Action Plan Update Approach

As we move into our new world we will also be launching a revised scrutiny approach for the Aylesbury area Housing and Homelessness Strategy Action Plan, so that we follow a similar format to the South of the Council, I will introduce this new format to you prior to the meeting, along with the agenda and draft terms of reference for your consideration.

Finally, I will support the launch of our new approach to delivering the forum into its new format but unfortunately will not be here for the event as I move on to pastures new and so I wanted to say that I have been very humbled by the work that you do, the passion that you have to drive very real change in the area and I wish you all the very best moving forward. I leave behind an amazing group of people and I feel sure that I leave you in the very best capable hands and I am sure that you will continue to feel supported. I love what I do and I know that you are all incredibly passionate about your roles and that this is evident with all that you have achieved for our residents and so please keep on doing what you do so well.

Please let me know if you would like anyone else added to the distribution list.

Kindest regards

Sonia Crawford
Housing Operations Manager (Aylesbury Area)
Planning, Growth & Sustainability Directorate
Buckinghamshire Council