



BUCKINGHAM TOWN COUNCIL  
TOWN COUNCIL OFFICES, CORNWALLS MEADOW,  
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Town Clerk: Mr C. P. Wayman



3<sup>rd</sup> May 2011

Councillors,

You are summoned to a meeting of the Full Council of Buckingham Town Council which will be held on **Monday 9<sup>th</sup> May 2011** after the Extraordinary Town Council Meeting in Room MB1, Masons Building, University of Buckingham, Hunter Street, Buckingham.

Mr C. P. Wayman  
Town Clerk

Please note that the Full Council will be preceded by Public Question time in accordance with Standing Order 1.4, which will last for a maximum of 15 minutes as per Standing Order 1.5.

## **AGENDA**

### **1. Apologies for Absence**

Members are asked to receive apologies from members.

### **2. Declarations of Interest**

To receive declarations of any personal or prejudicial interest in matters under consideration on this agenda in accordance with the Parish Councils (Model Code of Conduct) Order 2001.

**As this is the first meeting of the Council for the new municipal year the following items are governed by Standing Order 2.10**

### **3. Minutes**

To receive the minutes and confirm the recommendations therein of the Full Council Meeting held on Monday 28<sup>th</sup> February 2011. **Copy previously circulated BTC/11/10**

### **4. Extraordinary Minutes**

To receive the minutes and confirm the recommendations therein of the Extraordinary Meeting of the Full Council on Monday 28<sup>th</sup> March 2011.

**Copy previously circulated BTC/12/10**

### **5. Interim Minutes**

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 28<sup>th</sup> March 2011. **Copy previously circulated IM/07/10**



## 6. Planning Committee

To receive the minutes and confirm the recommendations therein of the Planning Committee meetings held on:

- Monday 7<sup>th</sup> March 2011 **Copy previously circulated PL/13/10**
- Monday 28<sup>th</sup> March 2011 **Copy previously circulated PL/14/10**
- Monday 18<sup>th</sup> April 2011 **Copy previously circulated PL/15/10**

## 7. Environment and Property Committee

To receive the minutes and confirm the recommendations therein of the Environment and Property Committee meeting held on Monday 21<sup>st</sup> March 2011.

**Copy previously circulated EP/07/10**

## 8. Town Centre and Events Committee

To receive the minutes and confirm the recommendations therein of the Town Centre and Events Committee meetings held on Monday 14<sup>th</sup> March 2011.

**Copy previously circulated TCE/08/10**

## 9. Finance, Administration and Personnel Committee

To receive the minutes and confirm the recommendations therein of the Finance, Administration and Personnel Committee meeting held on Monday 4<sup>th</sup> April 2011.

**Copy previously circulated FAP/06/10**

## 10. Scheme of Delegation

To review the Scheme of Delegation as agreed by the Finance, Administration and Personnel Committee on the 15<sup>th</sup> February 2011

**Appendix A**

## 11. Terms of Reference for Committees

To review the Terms of Reference for the following Committees and Sub-Committees:

Chairman's Strategy Group	24 <sup>th</sup> December 2001	<b>Appendix B</b>
Planning Committee	2 <sup>nd</sup> March 2009	<b>Appendix C</b>
Tree Sub-Committee	31 <sup>st</sup> March 2008	<b>Appendix D</b>
Town Centre & Events Committee	23 <sup>rd</sup> February 2009	<b>Appendix E</b>
Environment & Property Committee	22 <sup>nd</sup> September 2008	<b>Appendix F</b>
Finance Administration & Personnel Committee	19 <sup>th</sup> April 2004	<b>Appendix G</b>
Personnel Sub-Committee	3 <sup>rd</sup> November 2009	<b>Appendix H</b>
Communications Strategy Group	3 <sup>rd</sup> November 2009	<b>Appendix I</b>
Premises Committee	14 <sup>th</sup> May 2007	<b>Appendix J</b>

## 12. Representation on Committees and Sub-Committees

To agree the membership of the above committees and sub-committees as well as the membership of the following working groups:

- Parks Policy (Environment & Property)
- Christmas Lights Working Group (Town Centre & Events)
- Buckingham Fringe Working Group (Town Centre & Events)

## 13. Representation on Outside Bodies

To agree the Town Council representation on various outside bodies and organisations

**Appendix K**

## The Council can now return to decisions not dictated through Standing Orders

## 14. Cheque Signatories

To agree who the cheque signatories should be, currently they are: Cllrs. P. Collins, Isham, Mordue, Smith, Stuchbury and Whyte.

**15. Attendance Register**

**Appendix L**

To receive the attendance register for Councillors for the municipal year 2010/11

**16. Buckingham Centre**

**Appendix M**

To agree a tenancy at will for occupying the Buckingham Centre. To note that if agreed the proposed moving date is Monday 23<sup>rd</sup> May

**17. Tourist Information Centre**

**Appendix N**

To agree a contract for Tourism South East to manage the Tourist Information Centre until 31<sup>st</sup> March 2012

**18. Transfer of Moreton Road Toilets**

**TC/01/11**

To receive a report on Moreton Road Toilets and agree a preferred option for the Council to pursue

**19. Buckingham Partnership**

**TC/02/11**

To receive a report regarding the work of the Buckingham Partnership and to agree to support the work of the Partnership

**20. Surface water drainage**

**Appendix O**

To receive information regarding surface water drainage and notes from a meeting with AVDC, BCC, Buckingham Canal Soc and Anglian Water

**21. Other Correspondence**

To note and agree any responses to:

20.1 BCC: Future of Day Services

**Appendix P**

20.2 BCC: Speed Limit Revocation Order Moreton Road

**Appendix Q**

20.3 John Bercow MP: Flood and Water Management Act 2010

**Appendix R**

20.4 Samaritans Purse: Thank you

**Appendix S**

**22. Reports from Representatives on Outside Bodies and other organisations**

Members are asked to note the reports listed below:

Access for All Minutes 21<sup>st</sup> Feb 2011

**Appendix T**

Aylesbury Vale Association of Local Councils Minutes 10<sup>th</sup> Mar 2011

**Appendix U**

Aylesbury Vale North Sports Council Minutes 20<sup>th</sup> Jan 2011

**Appendix V**

Buckingham & Maids Moreton NAG Minutes 20<sup>th</sup> Apr 2011

**Appendix W**

Buckingham Community Centre Minutes 24<sup>th</sup> Feb 2011

**Appendix X**

Buckingham Economic Group Minutes 2<sup>nd</sup> March 2011

**Appendix Y**

Buckingham Partnership Minutes 10<sup>th</sup> Feb 2011

**Appendix Z**

Buckingham Twinning Association Minutes 2<sup>nd</sup> March & 6<sup>th</sup> Apr

**Appendix AA**

Members are asked to note that the following are available in the Town Council Office for viewing

- BALC Matters Arising Spring 2011
- Buckingham Society Newsletter April 2011
- Dogs for the Disabled Newsletter Spring 2011
- ME Essential Spring 2011

**23. Mayoral Engagements**

To receive a list of events attended by the Mayor and Deputy Mayor and events which they will be visiting:

Functions the Mayor has attended:

04 Mar 2011 AVDC Chairman's Race Night

Email: office@buckingham-tc.gov.uk

- 05 Mar 2011 Officiate at town's Pancake Race(s)  
06 Mar 2011 Mayor's Charity Football Match (rescheduled from 28 Nov 2010)  
07 Mar 2011 Rotary Technology Tournament, Aylesbury College  
15 Mar 2011 RAF Halton Inaugural Freedom Parade  
17 Mar 2011 Meeting with Revd Will Pearson-Gee re Civic Service  
Buckingham & Gawcott Charitable Trust meeting  
24 Mar 2011 Buckingham General Charities meeting  
25 Mar 2011 CAB IT Steering Group meeting  
26 Mar 2011 Open Buckingham Green Fair  
27 Mar 2011 Civic Service  
29 Mar 2011 Buckingham University – official visit & lunch
- 06 Apr 2011 Interview with West Virginia Uni student re maintaining town integrity  
07 Apr 2011 Aylesbury Vale Young Enterprise Awards, Winslow  
09 Apr 2011 Buckingham Choral Society concert, Stowe Chapel  
10 Apr 2011 BCC Chairman's Civic Service (Buckingham Parish Church)  
17 Apr 2011 Aylesbury Town Annual Scouts Parade & Service  
27 Apr 2011 CAB Trust Board meeting
- 01 May 2011 Buckingham Rugby Club Award & Presentations  
04 May 2011 Photocall & interview with Parents & Children Together

Functions the Deputy Mayor has attended:

- 26 Feb 2011 Mayor of Aylesbury's Charity Dinner  
05 Mar 2011 Mayor of Bicester's, Charity Band Concert  
26 Mar 2011 Mayor of Banbury's Civic Dinner & Cabaret  
27 Mar 2011 Mayor of Buckingham's Civic Service  
09 Apr 2011 Mayor of Towcester's Charity Dinner

Future possible Mayoral engagements:

- 15 May 2011 Mayor of Milton Keynes' Charity Concert – MK Theatre  
20 May 2011 Aylesbury Town Mayor Making  
21 May 2011 Open Buckingham Primary School Fete  
Charity Concert (RAF Benevolent Fund & Help for Heroes) Aylesbury  
27 May 2011 International Inspiration Day, Buckingham School  
Mayor Making

#### 24. Chairman's Announcements

To receive any announcements, [for information only](#)

- 25. Date of the next meeting:** Interim Council - Monday 6<sup>th</sup> June 2011  
Full Council - Monday 27<sup>th</sup> June 2011