



BUCKINGHAM TOWN COUNCIL

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Think Mask, Think Lateral Flow Test

TOWN CENTRE &
EVENTS COMMITTEE

Wednesday, 20 October 2021

Councillors

You are summoned to a meeting of the **Town Centre & Events Committee** of Buckingham Town Council which will be held on Monday 25th October 2021 at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Please note that the meeting will be preceded by a Public Session in accordance with Standing Orders 3.e and 3.f, which will last for a maximum of 15 minutes. Members of the public can attend the meeting in person. The Council is trialling the use of video conferencing to enable the public and guests to address Council meetings virtually. If you would like to address the meeting in this way, please email committeeclerk@buckingham-tc.gov.uk or call 01280 816426 for details.

The meeting can be watched live on the Town Council's YouTube channel here:

<https://www.youtube.com/channel/UC89BUTwVpjAOEIdSlfcZC9Q/>

Mr. P. Hodson
Town Clerk

AGENDA

1. Apologies for Absence

Members are asked to receive and accept apologies from Councillors.

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 and agree the minutes of the meeting held on Monday 6th September 2021.

[Copy previously circulated](#)



Twinned with Mouvaux, France;



Neukirchen-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.

4. Action List

To receive action reports and updates

Appendix A

5. Charter Fair Contract

To receive and discuss a verbal report from the Town Clerk

6. Bardic Council

To receive a verbal report from Mr D. Jones on the 2021 Bardic Elections and publications

7. Proposed Policy on Support for Carers attending Town Council Events

To receive and discuss a written report from the Deputy Town Clerk

TCE/56/21

8. Forthcoming Events

8.1. Bonfire & Fireworks (6th November)

8.2. Remembrance Day Parade (14th November)

To receive and discuss a written report from the Deputy Town Clerk

TCE/57/21

8.3. Halloween Disco (29th October)

8.4. Lace Hill Winter Fair (21st November)

8.5. Christmas Light Switch On (27th November)

8.6. Christmas Parade (11th December)

8.7. Community Fair (11th December)

9. Event Review

9.1. Celebrate Buckingham – To receive and discuss a written report from the Events Coordinator

TCE/58/21

9.2. Otter Trail – To receive and discuss a report from the Interim Town Centre Manager

TCE/59/21

9.3. Dog Show – To receive and discuss a verbal report from the Events Coordinator

9.4. River Rinses – To receive and discuss a written report from the Events Coordinator

TCE/60/21

10. Events Schedule 2022

To receive and agree a proposed events schedule for 2022

Appendix B

11. Comedy Night Venue

To receive and discuss a written report from The Events Coordinator

TCE/61/21

12. Climate Emergency Action Plan Review

Appendix C

13. Buckingham Twinning Association Civic Event

To receive and discuss a written report from the Town Clerk

TCE/62/21

14. Town Centre Update

14.1. Lamp Post Banners

To receive and discuss a written report from the Town Clerk

TCE/63/21

14.2 Town Centre Manager

To receive and discuss a verbal update from the Town Clerk

14.3 Tourist Information Centre
To receive the latest visitor statistics

Appendix D

15. Budget

15.1. To receive the latest budget figures

Appendix E

15.2. To receive and discuss proposed changes to the budget for 2022/23

TCE/64/21

16. News Releases

17. Chair's Items

18. Date of the next meeting: Monday 13th December 2021

To:

Cllr. R. Ahmed
Cllr. F. Davies
Cllr. Mrs. M Gateley (Town Mayor)
Cllr. S. Hetherington
Cllr. A. Mahi Vice Chair

Cllr. L. O'Donoghue
Cllr. R. Stuchbury Chair
Cllr. R. Willett

Mr. D. Jones (co-opted member)

Minute No.	Action	Action Required	Action Owner	Update	Deadline
71/19; 517/19; 88/20; 1031/20	WW1 War Memorial Rededication	Postponed until 2022.	Events Coordinator	the re-dedication of the War memorial be postponed until 2022.	Dec-21
254.7/19; 870/20;1209/20	Good Endings Fair	Postponed until March 2022	Events Coordinator	Postponed until March 2022	Dec-21
884/19	Youth Council	New representatives have been agreed, who will be able to plan for the best approach in September	Events Coordinator	To be updated when circumstances permit	
885/19; 686/20	Buckingham in Bloom	Proposed by Cllr. Bloomfield, seconded by Cllr. O'Donoghue and unanimously AGREED for the lead Councillors to determine four competition finalists, with the overall winner to be determined by a judge from Preston Bissett Nurseries.	Deputy Town Clerk	Completed	
887/19	Twinning	Proposed by Cllr. Cole and seconded by Cllr. Mahi that the Town Council investigate, with the Twinning Association, the possibility of the visit taking place on the weekend of the 12-13 th December 2020 and investigate all possibilities for catering a Civic event without putting any additional load on Town Council staff.	Events Coordinator	Postponed; options to be reviewed after lockdown ends	Agenda
868/20;1042/20	Accessibility Workshop	Members AGREED to host an Access Awareness Day at the first possible opportunity.	Town Clerk	Postponed; options to be provided to a future meeting.	Dec-21
869/20	Culture & Arts Strategy	Members received a written report from the Town Clerk and unanimously AGREED for Council staff to provide a detailed plan for creating a culture and arts strategy. It was AGREED that a working group be set up, consisting of councillors and partners, at the appropriate time.	Town Clerk	Postponed; options to be reviewed after lockdown ends	Feb-22
1206/20	Budgets and Cllr Recognition	Cllr. Mahi suggested the creation of a 'Cllr. Bloomfield trophy' to be awarded at the annual Buckingham in Bloom competition. Members AGREED for the Town Clerk to investigate options and to bring a report back to a future committee	Town Clerk	To be actioned for the 2022 competition	ongoing
150/21	Multicultural Celebration Evening	Members AGREED TO RECOMMEND the motion of action, and to refer the motion to the Diversity and Inclusion Working Group for their input and for a report to be brought back to a future meeting to consider any budget implications.	Diversity and Inclusion Working Group	Awaiting response from the Diversity Group	Ongoing
329/21	Bardic Book	AGREED , in principle, to the creation of a Bardic Book and that the Town Clerk report back to the next meeting with an outline budget proposal including provision for any necessary legal costs	Town Clerk	2021 book self-published by the Bard	
331/21	Markets Health Check	Members AGREED for the Deputy Town Clerk to revisit the recommendations from the 2016 Market Health Check Report, conducted by The National Association of British Market Authorities (NABMA).	Deputy Town Clerk	Work ongoing	Dec-21
332/21	Community Gardens	Members AGREED for the Town Clerk to bring back a report on the provision of community gardens in Buckingham's parks and greenspaces	Town Clerk	Agreed by Environment Committee	

Minute No.	Action	Action Required	Action Owner	Update	Deadline
333/21	Welcome Back Proposals	Members AGREED for the Town Clerk to explore options and submit applications for: a. Lamp post banners to replace the current ones which are worn. The designs could be changed. Digital notice board for the town centre:	Town Clerk		Agenda

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 25th October 2021**

Contact Officer: Claire Molyneux, Deputy Town Clerk

Carers Attending Town Council Events

1. Recommendations

- 1.1. It is recommended that disabled people (with the appropriate documentation) be offered a maximum of two carer's tickets when paying to attend Town Council events. This will allow them to bring carers with them who understand their needs and who can help them enjoy their visit.
- 1.2. It is recommended that the policy proposed in part 3 be adopted across all Town Council Events.

2. Background

- 2.1. It is common for events and attractions to provide a free ticket to carers attending to assist visitors with disabilities. This enables everyone to enjoy events and prevents challenges under the Public Sector Equality Duty where a person with a disability is discriminated against by being forced to pay twice (or even three times) in order to attend an event that they would be unable to attend alone.
- 2.2. The Town Council currently do not have a policy on this matter.
- 2.3. It is standard practice to request to see some documentation in order to prevent the policy being abused by people who do not require it.

3. Proposed policy

- 3.1. It is proposed that guests who have one of the following documents are entitled to up to two free carer tickets when paying to attend Buckingham Town Council events:

Entitlement to Disability Living Allowance for children under 16 or DLA/Personal Independent.

Payments (PIP) for those aged 16-64, either in the form of a letter stating that the benefit has been awarded, or the actual Allowance book.

Attendance Allowance or Carer's Allowance letter of award

Incapacity Benefit books, or a letter notifying the recipient that the benefit has been awarded

Incapacity Benefit or Employment and Support Allowance (ESA)

A valid Blue Badge

In the case of visual impairment, a registration card known as the BD8 or a Certificate of Visual Impairment (CVI)

A local authority registration document

A recognised Assistance Dog ID Card

Credibility's Access Card

- 3.2. A carer must be capable of assisting the guest who has the disability. The carer would be expected to understand the disabled person's needs and assist them in meeting them for the duration of their visit.

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 25^h October 2021**

Contact Officer: Deputy Town Clerk

Remembrance Sunday Screen

1. Recommendations

- 1.1. It is recommended that the Committee recommend to Interim Council that up to £2,000 be taken from the contingencies budget (132 4500) to hire a large mobile screen to show the Remembrance Sunday Service on the Church Green for those who are unable to see the event around the Memorial.

2. Background

- 2.1. During a planning meeting for this year's Remembrance Sunday Service, it was established that all parties expect a high turnout for the service again this year. The event is a very important one to a large number of people in the town and attracts a high percentage of older and vulnerable people. In addition, there are a number of organisations bringing small children who will be unable to see what is happening.
- 2.2. In order that numbers can be safely accommodated, without resorting to turning people away, the meeting requested the Town Council investigate the practicalities of having a large screen on the Church Green showing a live broadcast of the service.
- 2.3. This meeting took place on the 18th of October which did not leave enough time to finalise details and costs for this agenda. However, it looks likely that a screen could be accommodated and the cost is likely to be less than £3,000 for a 3m x 3m screen.
- 2.4. The Buckingham & District Branch of the British Legion have been permitted to spend up to £1,000 on the screen. It is proposed that the Town Council funds the remaining costs and arranges insurance of the screen.

- 2.5. The church has the equipment and staff to video the event and link this to a large outdoor screen.
- 2.6. Any video images would not be streamed beyond the event and would not be recorded.

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 25th OCTOBER 2021**

Contact Officer: Amanda Brubaker, Events Coordinator

Celebrate Buckingham

1. Recommendation

- 1.1. It is recommended that next year the Celebrate Buckingham event forms part of the Platinum Jubilee celebrations at the beginning of June.

2. Background

- 2.1. The Celebrate Buckingham event was due to take place in the paddock in Bourton Park on Saturday 10th July 2021 in Partnership with the Buckingham Society. At that time we were still in lockdown, so the event was postponed to Saturday 4th September.
- 2.2. The event was created to enable voluntary and community groups to promote their services and activities, recruit volunteers and raise funds.
- 2.3. All stall holders had been notified in June that the event was going to be postponed until September and they were asked if they would confirm whether or not they would still be able to attend.
- 2.4. To help with managing the traffic going into the paddock to set up for the event, BORG(Buckingham Off Road Group) were asked to provide volunteer marshalls for this. They escorted the vehicles into the paddock and from there the Office Apprentice and Events Coordinator showed the stall holders where they were to set up.
- 2.5. The event began with a short parade by the Mace Bearer with the mace, the Mayor and Town Clerk to the stage in the centre of the paddock. The robing of the Mayor took place following on the stage and before the awards were presented.
- 2.6. Mrs Ruth Newell and Mrs Christine Strain Clark were presented with scrolls and they were honoured as Free Women of the Town. Both had been long serving Cllrs and had both been Mayor during their time on the Town Council. Ruth Newell had been Mayor twice.
- 2.7. The Buckingham Society's annual Civic Day award was presented by Roger Edwards from the Buckingham Society and the Town Council's awards were

presented by Buckingham's Town Mayor, Cllr Margaret Gateley.
Buckingham Rotary also presented their annual award.

3. Awards Given

Friend of Buckingham

Dr Roger Harrington in recognition of his exceptional and outstanding contribution to the local community through his work on the Buckingham Alms House charity and Buckingham Hospital League of Friends.

Mrs Beverley Stockill in recognition for her exceptional and outstanding contribution to the local community through her work at the Buckingham Community Food Bank.

Voluntary, Community & Social Enterprise Organisation of the Year

Buckingham Rotary Club in recognition of their contribution to the local community by supporting the flu and Covid-19 programmes.

Natural Environment & Climate Champion

Stowe Sub Aqua Group for their contribution to the local community through their continued support of the Buckingham annual river rinses.

Art & Sport Award

Lace Hill Residents for the creation of the Lace Hill Snake.

Mayor's Prize for Outstanding Young Person 2021

Sulayman Idris for his exceptional and inspirational management of the Buckingham Free Meal Project.

- 3.1. Each person received a framed certificate signed by the Town Mayor and Town Clerk together with a glass engraved award.
- 3.2. There was only one award presented by the Buckingham Society and that went to All traders in Buckingham.
- 3.3. Groups and organisations that had a stall at the event were:

BORG (Buckingham Off Road Group)
1563 Buckingham Squadron Air Cadets
Guides/Brownies
Buckingham AED Project
Volunteer Hospital Car Service
Buckingham Canal Society
Buckingham Choral Society
Buckingham Churches Together Holiday Club
Buckingham Table
Buckingham Twinning Association
Friends of the Old Gaol
UK Cancer Research
Buxplore

Tourist Information Centre
 Fairtrade
 Friends Buckingham Library
 Local Author, Lyn Robinson
 The Buckingham Pantomime Group
 The Bucks Berks Oxon Wildlife Trust
 Buckingham & District Angling Association

3.4. Organised by Sam Hoareau, Lace Hill Coordinator the otters were displayed and an otter trail for families to enjoy was arranged.

3.5. Each group was asked to provide an activity. Some of the activities were a coconut shy, bowling for a pig, maggot racing, tombola.

3.6. 2.8. Other entertainment consisted of a bouncy castle and bungee run. Musical entertainment was provided by the Winslow Concert Band and the Buckingham Ukelele Group.

3.7. A 4m x 4m stage for the presentations was hired from Moonlite Productions in Aylesbury.

3.8. Martin Try provided the sound and commentary.

4. 3. Expenditure

Budget 303/4278

£1,250

Expenditure	Estimate	Actual
Portable Toilets		£270.00
Bouncy Castle & Bungee Run		£460.00
Stage		£449.00
First Aid		£60.00
Sound		£250.00
Total		£1,489.00
Over Budget		£239.00

5. Working The Event

Staff

Amanda Brubaker, Events Coordinator
 Bethanie Dowden, Admin Apprentice
 Nina Stockill, Committee Clerk
 Craig Calder, Green Spaces team
 Robin Taylor Durr, Green Spaces Team
 Paul Hodson, Town Clerk
 Barbara Farmer, Mace Bearer

Cllrs

Robin Stuchbury
 Andy Mahi

Stall Holders

Louise Stubbs Communication Clerk

Sam Hoareau, Lace Hill Coordinator

Emma Churchill Town Centre Manager

6. Future Considerations

- 6.1. While the location worked well for the size of event, and made good use of a Council owned park, there were some difficulties for those with limited mobility or using mobility scooters due to the rough ground. The paddock is managed as just that, rather than a closely mown park. Members may wish to consider alternative locations for a future event.

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 25th October 2021**

Contact Officer: Sam Hoareau, Lace Hill Sports & Community Centre Coordinator

Bounce Back Events; Buckingham Otter Trail Project

1. Recommendations

- 1.1. It is recommended that members note the report and updated budget.
- 1.2. It is recommended that members agree in principle to run a public art trail in 2022.

2. Event Summary

- 2.1 The Buckingham Otter Trail was a temporary public art installation featuring ten 3ft tall otter sculptures and one smaller version, made out of resin and fibreglass.
- 2.2 They were individually decorated by school children, local artists, charities and community groups and eight of the large otters were sponsored.
- 2.3 The art trail went live on 23rd July during the Buckingham Fringe Week with a small launch event. The trail ran throughout the whole of half term and ended on 31st August.
- 2.4 Each otter was displayed at various locations around town and surrounding greenspaces, some indoors, some outdoors, some on plinths and all of them had a plaque which noted the name of the artist, sponsor, it also included QR codes which directed people to the app which provided much more information about the project.
- 2.5 The public were invited to take part and find all the otters using a free paper map or follow the trail on Buxplore.
- 2.6 Each plaque also had a missing letter to record and unscramble to reveal two words. People who completed the trail had a chance to enter their answers in a prize draw and also claim their otter spotter badge.

3. Event Objectives

- 3.1 The project was agreed as part of the covid bounce back summer events programme to help residents and businesses begin to return to normal after lockdown.
- 3.2 The objectives were:

- 3.2.1 To encourage residents and visitors to discover and rediscover Buckingham, increasing footfall and economic spending.
- 3.2.2 To create a safe activity with regards to social distancing and not encouraging large crowds for Fringe Week and summer that all visitors and residents could enjoy for free.
- 3.2.3 To build and strengthen Buckingham Town Council relationships with the wider community by working with artists, schools and sponsors.
- 3.2.4 To make art accessible to all and make people smile.
- 3.2.5 To supplement the budget for the project by seeking sponsorship.

4. Project Timeline

- 4.1 The project was agreed upon and initiated in February. Luckily, research and the outline of the project brief was already drafted so it was ready to start up straight away.
- 4.2 From March until April, time was spent involving stakeholders, reaching out to artists, communicating with schools that had just reopened and engaging and securing sponsors.
- 4.3 During May, June and July, the project took off. Advertising and promoting the event started. The sculptures were painted and handed back, which included lots of trips to meet the artists with the Mayor. The plinths were handmade. Information was gathered for the website, app, map, advertising materials were created, and planning for the lunch event took place.
- 4.4 The launch event took place outside the council chamber on the day the trail went live. The town crier introduced the Mayor who said a few words and officially declared the trail open. A small exhibition of photos was laid out inside the chamber. The public was invited to help paint a mini otter which joined the trail as a roaming otter and involved local businesses as hosts. There was a guess the name of an otter teddy activity to win the prize, take a selfie with the advertising banner and staff and councillors helped promote the trail by handing out flyers and spreading the news.
- 4.5 During the live trail, a lot of time was spent promoting the trail on social media and encouraging external press coverage. Time was also spent visiting hosts and gathering photos and feedback and regular maintenance checks were carried out. Luckily, we incurred no major maintenance costs during the live trail.
- 4.6 Throughout the trail the roaming otter 'Gerri Ottoman' spent time at five different locations involving more businesses and added extra excitement for keen otter spotters.
- 4.7 Following the removal of the otters at the end of the trail, the winners of the hidden letter competition were drawn and announced. The otters were also all together one last time at the Celebrate Buckingham event, where children had fun designing their own and one lucky child won a miniature otter to take home and paint.
- 4.8 In September, it was agreed that the large otters would be entered into an online silent auction to raise funds for the Mayor's charities and to support a similar event next year. The auction is organised through the Buckingham Town Council website and promoted via social media and press releases. The mini version will be kept by Buckingham Town Council as a memento.

- 4.9 It was also agreed that any underspend from the budget will be used towards a similar trail event next summer.
- 4.10 The auction is in progress and two of the otters have been won by the highest bidders. Each Friday a new otter is added to the auction and people have just under two weeks to win their favourite otter sculpture.
- 4.11 The auction end date is December 10th 2021, this is when we will announce a final total of money raised.

5. Budget

ITEM	COST
Sculptures	£1,335
Map Design	£250
Buxplore App	£250
Plaques	£48
Printing	£334
Badges	£135
Plinths	£198
Varnish	£75
Banners	£198
Launch Event	£106
Misc.	£15
Competition Prizes	£87
Lace Hill Fun Day	£160
Celebrate Buckingham Event	£20
TOTAL	£3,210

Budget	£2,900
Sponsorship Income	£1,168
Project Underspend	£858

6. Sponsorship details

- 6.1 We created a reasonable sponsorship package and secured sponsorship money from eight sponsors. These are: The Buckingham Canal Society, Gawcott Community Solar Project CIC, University of Buckingham, MyFutureSelf Matters, Bucks Radio, Barratt and David Wilson Homes, Heritage & Sons and Howes the Florist. For £175 including VAT, each sponsor received the otter model and either painted it themselves or gifted it to a local school or artist to decorate. The terms and conditions specified that the otters would be displayed at a chosen location by Buckingham Town Council and that sponsors agreed to put their otters into the trail. Included in this sponsorship, Buckingham Town Council provided a plaque and a plinth.

Sponsorship details were also to be acknowledged on the website, social media, press releases and advertising materials. The T&C's also noted that the sculpture remained the property of the Buckingham Town Council to use for future events or at an auction.

7. Project Evaluation and Learning

- 7.1 The art trail was a great success, it provided a fantastic free activity for people of all ages to enjoy which was its own reward. The otters kept residents and visitors thoroughly entertained throughout summer and created a high level of excitement about town. The #BuckinghamOtters have starred in many family photos and have made lots of happy memories.
- 7.2 The project brought different groups of people together through the power of creativity, five schools, four artists, eight sponsors including three charities, a team of NHS staff, two community groups, six business hosts. This type of event is a very fun and unique way to work with the wider community and build Buckingham Town Council's relationships with the public.
- 7.3 Having the schools involved helped make the project a success because children brought their family members to see their or their friend's artwork.
- 7.4 As well as encouraging locals to explore the trail, it attracted tourists providing footfall to parts of town that people may not normally visit. Lots of people were seen doing the trail daily, some had travelled from surrounding towns and villages and a family from Leeds came and did the trail on a day trip. I know this because I had to post them their otter spotter badges!
- 7.5 Having the otters displayed at a mix of commercial/retail premises, organisations and landmarks was a good idea because it appealed to a wider audience and celebrated our town culture and history.
- 7.6 It encouraged people outside to walk in the fresh air and spend more time with their families and friends.
- 7.7 At the start of the project we originally thought we may end up having to paint all ten otters and may not secure any sponsorship considering the difficult time that businesses had been through recently. However, this was not the case and we achieved something that has been quite difficult in the past for us as a council to do at a difficult time. The sponsorship helped the project on many levels, especially as we were able to provide free printed paper maps.
- 7.8 Throughout August, the otter trail webpage was the most second visited page bar the homepage which is a very good statistic for one event.
- 7.9 All the advertising to promote the trail was organic and on social media we reached a combined audience of over 50,000, this figure does not include any external press coverage, so the figure is much higher.
- 7.10 The Buxplore stats tell us that the otter trail is the second most used activity since it was launched.
- 7.11 The scale and scope of the work involved are huge but worth every minute. It was a big highlight of summer in Buckingham, hopefully, we can achieve the same next time.

8. Feedback

8.1 Overall, feedback received has been extremely positive and we believe there were lots of really great comments on social media about the otters. Here's some mixed feedback from hosts, sponsors, internal forms and social media:

- 'A great way to explore Buckingham and the riverside path'.
- 'A great way to get my boys out for a walk and to see some of the beauty of our town'.
- 'Wonderful, my children enjoyed the trail, we spent time exploring the areas over a couple of days and enjoyed finding the letters and taking photos of the otters. My daughter's school had decorated one'.
- 'Me and *** found them all yesterday and cracked the code! Such a great idea and the otters looked amazing! Credit to all involved!'
- 'I really hope it will happen again as I've not seen such a level of excitement about a town activity'.
- 'Families have come from Aylesbury and Towcester. Yesterday I spent a while talking to a couple who moved from London!'
- 'Firstly, I wanted to congratulate you on the fantastic success of the Otter Trail. We live in Tingewick, and first saw the otter outside the sorting office. I downloaded and printed the map, and we made a family adventure of it. Our four-year-old rode her bike for the first time on the paths and pavements. She loved it. It's a great initiative'.
- Finca El Monte was very pleased to host Monty on the otter trail. I had hardly returned to the shop, from the launch in the centre of town, when the first 'hunters' arrived, and a steady stream of visitors continued throughout the month. I even had a few people visit after the final day – one after Monty had been collected! Children and adults were thrilled to find the otter, and many posed to have their picture taken. The trail seemed to be very successful from the 'hunters' perspective and was definitely from my point of view as a host so I would be very happy to participate in any future events like this. The business indirectly benefitted from the increased footfall with both extra sales and increased recognition. I had many comments of "I didn't know you were here", and "I'll be back when I have more time/no children with me"! As well as this commercial benefit to retail participants like mine, the trail has helped a great number of residents know a lot more about the town in which they live. It was also good exercise and the opportunity for families and groups to enjoy an activity outside!

9. What could we improve next time?

9.1 Accessibility to all the sculptures will need to be looked at with more detail next time. Having a good mixture of sculptures indoors and outdoors worked well but we did receive some comments with regards to one location which was not fully accessible and if you were a tourist it was probably a bit tricky to find.

9.2 Scale of the trail versus potential sponsors and community involvement. Ten sculptures made a big impact but we could have easily had another five. We

had to decline two sponsorship offers because there weren't any more to sponsor. Having more would allow more people to get involved and build more relationships.

- 9.3 Paid sponsorship. It doesn't cost much to create a sponsored post on social media and it would increase a wider audience and target people who would be interested in attending this type of event who may not normally see our posts.
- 9.4 If we were to do another auction after a similar sculpture trail, we could offer the option of the sculpture being adopted for an agreed price so that it does not go to auction but can go home with someone who really wants to keep it.
- 9.5 Instead of creating an event on Facebook, we will need to create a new page that will allow us to utilise it from the start of the project until the very end. Facebook does not allow you to have an event that lasts longer than three months. This would then be used for future trail events each year.

10. 2022 Project

- 10.1 There is clearly a strong case for a second project to build on the engagement, sponsorship and profile achieved this year. The idea is to create a Buckingham Swan Trail. The event will be very similar to the otter trail however the cost of the sculptures will be higher because they need to be made. Options are being developed and Members will be provided with a detailed proposal at a later date.



**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS WORKING GROUP
MONDAY 25th OCTOBER 2021**

Contact Officer: Amanda Brubaker, Events Coordinator

River Rinse

1. Recommendation

It is recommended that for the two river rinses in 2022 the first one starts at Cornwalls Meadow car park and finishes at Chandos park and the second one goes from Chandos Park to Fishersfield.

2. Information

- 1.1. The first of this year's river rinses took place on Sunday 19th September.
- 1.2. Organised by Buckingham Town Council and with the help of volunteers from the Stowe Sub Aqua Group, Councillors and members of the public, they took to Bourton Park to clean out the stretch of river between the Cricket Club and Cornwalls Meadow car park.
- 1.3. Due to fallen trees and a tractor tyre in the river, volunteers only got as far as Stratford Fields play area.
- 1.4. Among the finds were a man's shoe, shopping trolley, chair, skateboard without wheels and a bicycle frame.
- 1.5. The second rinse took place on Sunday 3rd October and went from where we had left off by Stratford Fields play area and went as far as the foot bridge in Cornwalls Meadow Car Park.
- 1.6. Among the finds were a Halloween costume, broken office chair, and a shopping trolley.
- 1.7. A separate skip was hired from Smiths Skip Hire and permission was granted from the Buckingham Athletic Club for them to be placed there.

4.3 Cost for the event**Budget 301/4115****£416.00**

Hire of 2 x skips		£360.00
Total		£360.00

Staff working at the event

Amanda Brubaker
 Claire Molyneux
 Paul Hodson
 Ian Saunders
 Jerry Plunkett
 Craig Calder
 Robin Taylor-Durr

Cllrs Volunteering

Cllr Robin Stuchbury
 Cllr Fran Davies
 Cllr Anja Schaefer
 Cllr Sue Hetherington
 Cllr Andy Mahi
 Cllr Anthony Ralph
 Cllr Ryan Willett
 Cllr Howard Mordue

Draft Events Schedule for 2022

Date	Day	Event	Venue
27/1/22	Thursday	Holocaust Memorial	
6/2/22	Sunday	Comedy Night	Villers?
12/2/22	Saturday	Civic Service	St Peter and St Paul's Church
22/2/22	Tuesday	Pancake Race	Church Green
26/2/22	Saturday	Food Fair	Community Centre
12/3/22	Saturday	Twinning Celebration	Community Centre
24/3/22	Thursday	Annual Town Meeting	Community Centre
10/4/22	Sunday	Lace Hill Easter Event	Lace Hill SSC
24/4/22	Sunday	Spring Fair	Cattle Pens
24/4/22	Sunday	Scout Parade	from Bull Ring
3/5/22	Tuesday	May Day	Church Green
2/6/22	Thursday	PLATINUM JUBILEE Buckingham Celebrates	Bourton Park / TBA
3/6/22	Friday	PLATINUM JUBILEE Music in the Market	TBA
5/6/22	Sunday	PLATINUM JUBILEE Picnic on the Pitch	Lace Hill pitches
10/6/22	Friday	Mayor Making	Community Centre
16/7/22	Saturday	FRINGE WEEK	Buckingham
16/7/22	Saturday	FRINGE Launch of Otter Trail 2	
17/7/22	Sunday	FRINGE Lace Hill Fun Day	Lace Hill pitches
18/7/22	Monday	FRINGE Fiddle Group	Radcliffe
23/7/22	Saturday	FRINGE Skate Park event	Skate Park
1/8/22	Monday	Outdoor Theatre (DATE TBA)	Church Green
1/8/22	Monday	Date TBA Basketball	Chandos Park

Appendix B

Date	Day	Event	Venue
1/8/22	Monday	Date TBA 3 x Play Around the Parishes	Chandos Park
28/8/22	Sunday	Bandjam	TBA
11/9/22	Sunday	Dog Show	Bourton Park
25/9/22	Sunday	River Rinse 1	TBA
4/10/22	Tuesday	Bardic Trial	TBA
9/10/22	Sunday	River Rinse 2	TBA
14/10/22	Friday	Local Democracy Week event	
14/10/22	Friday	Charter Fair arrives	Town Centre
15/10/22	Saturday	Charter Fair checks and opening	Town Centre
21/10/22	Friday	Charter Fair arrives	Town Centre
22/10/22	Saturday	Charter Fair checks	Town Centre
28/10/22	Friday	Lace Hill Halloween event	Lace Hill Centre
5/11/22	Saturday	Bonfire and fireworks	Bourton Park
13/11/22	Sunday	Remembrance Parade	Town Centre
20/11/22	Sunday	Winter Fair	Lace Hill
26/11/22	Saturday	Christmas Light Switch On	Town Centre
10/12/22	Saturday	Christmas Parade	Town Centre
10/12/22	Saturday	Community Fair	Community Centre

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS WORKING GROUP
MONDAY 25th OCTOBER 2021**

Contact Officer: Amanda Brubaker, Events Coordinator

Comedy Night Venue

1 Recommendation

- 1.1 It is recommended that the Council resume holding comedy nights again in 2022.
- 1.2 It is recommended that the Committee recommends to Full Council that, providing a viable business case is agreed with the Hotel, the Council resumes use of the Villiers hotel ballroom to hold comedy nights in.

2 Background

- 2.1 In 2012 the Town Council held its first regular comedy night. The venue was the ballroom at the Villiers Hotel.
- 2.2 The events continued to run successfully until 2019 when concerns were raised around the standard of the disabled access.
- 2.3 The venue was chosen as the room was welcoming and there was a room where the comedians would be able to get changed. The licensed bar was fully stocked and staffed by Villiers Hotel, therefore, the Council did not have to pay for temporary license, door staff or pre-purchase drinks. The venue is a well-known venue in the centre of the Town.
- 2.4 The Ballroom seats up to 200 theatre style which is the ideal size for a comedy venue.
- 2.5 A special rate was agreed with Villiers who recouped their costs from the bar sales.

3 Council Decisions

- 3.1 On Monday 19th November 2018 Full Council agreed a recommendation from the Town Centre and Events Committee, and resolved that that due to the inadequate disabled access to the Ballroom in the Old Town Hall and the lack of disabled facilities in Villiers, this Council resolves not to use either of these venues for Town Council events until the access problems are resolved. **501/18**

- 3.2 The Council decided to stop using the Villiers in response to the following motion from Councillor Christine Strain-Clark:

3.3

Due to the inadequate disabled access to the Ballroom in the Old Town Hall and the lack of disabled facilities in Villiers, this committee resolves not to use either of these venues for Town Council events until the access problems are resolved. Cllr. Strain-Clark explained that Committee may choose to recommend the motion to Full Council as the motion, currently, only applies to events within the control of the Town Centre & Events Committee. Cllr. Strain-Clark described the disabled access to the Old Town Hall Ballroom along an alleyway, across a dirty drainage gully and up a steep camber into the back of the kitchens. Cllr. Strain-Clark said that it was not unreasonable, given the recent investment in the hotel, that access would have been improved. However, access to the old Town Hall Ballroom and conference facilities has not been improved and Cllr. Strain-Clark urged Members to support the motion, recognising that all residents of Buckingham, including the disabled and those with mobility issues, should have equal access and enjoyment of Town Council events. **423/18**

4 Alternative venues

- 4.1 A new venue was sought and the event was moved to the hall at the Royal Latin School.
- 4.2 The costs for this venue were more expensive. The hall hire was more expensive and we had to pay for door staff. We also had to pay for a cherry picker to be brought in so that the lights lighting up the stage could be re-positioned. A temporary license had to be obtain and a mobile bar brought in.
- 4.3 This venue has proved to be unsuitable, due to it being too large and there is nowhere suitable for the Comedians to change. It also had the feeling of being an assembly. Feedback from the public was negative as they resented paying for an evening in a school hall.
- 4.4 Two comedy nights were held there. The first made a loss of £1020.69 and the second (featuring a much cheaper comedian) made a loss of £390.
- 4.5 The Community Centre was also considered but the venue is block booked on a Sunday evening which is the best night to hold a comedy event. Even if it was available, it suffers from many of the same problems as the Latin School. The Council have all the additional costs of obtaining a temporary license, paying door staff and buying drinks.
- 4.6 The cost of hiring the Community Centre had also been looked into and was found to be more expensive to hire, as well as requiring the Council to obtain a temporary license for having a bar and provide stock and bar staff and buy drinks as well as providing door staff. Facilities for performers are limited at the Community Centre.

- 4.7 Other venues have been looked at but unfortunately none of them have proved to be suitable.
- 4.8 Comedy nights were originally set up so that all the costs were recovered through ticket sales. The only venue where this has proved possible is the Villiers Hotel.

5 Conclusion

- 5.1 Accessibility is a priority for the Town Council, and various steps are taken to ensure that events and services are as accessible as possible to residents. In this instance, the Council needs to balance the requirement to make reasonable adjustments with the opportunity to provide comedy nights at all. The only remaining options are for comedy nights to be held at the Villiers Hotel, or for comedy nights to cease. In the absence of a more accessible venue that is suitable to hold comedy nights, it is proposed to resume holding comedy nights at the Villiers hotel.

Buckingham Town Council Climate Emergency Action Plan

Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts.				
	Action	Measure	Responsibility	Update
3.	Encourage practical action by local people through proactive communication campaigns.	Number of visitors per year to webpage	TC&E and Environment Committee	To date the webpage has generated 124 page visits during the last year and, 114 unique page visits. To list all of our environmental initiatives (see point 3.3) on our Climate emergency webpage, Create a social media campaign (including newspaper/newsletter article) around their locations. Create a Green Buckingham banner on the Town Council's Homepage, thereby directing more traffic to the Climate Emergency webpage
5.	Encourage the formation of Local Climate Action Groups.	One formed	Climate Champions	To be created following first public meeting (date to be confirmed).
6.	Host a public meeting on the issue.	One per year	Climate Champions	Delayed by lockdown. In consultation with the Town Council's Climate Champions on a suitable way forward.
Energy - reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat				

	Action	Measure	Responsibility	Updates
10.	Investigate options for carbon offsetting Town Council event e.g. Bonfire & Fireworks	Publication of carbon offsetting certification for each relevant event	Town Centre & Event Committee	To be investigated as part of the Eco audit – October 2021
Economy, Housing & Waste – to support the local economy to ensure existing and new homes are climate resilient whilst reducing, re using and recycling materials and ongoing resources e.g. water				
	Action	Measure	Responsibility	Update
13.	Provide recycling facilities at all Town Council Events and within Town Council owned buildings.	One mixed recycling bin per event	TC&E /Environment	Recycling bins are now being provided at all Town Council events. In particular, noting the success of recycling Biffa bins at Music in the Market & Bandjam. Recycling in all BTC offices now implemented.
14.	Work with and support litter picking initiatives around town including the increased promotion of annual River rinse events.	One Town Council event per year in addition to the two annual river rinses.	TC&E Committee	During October 2020 the Town Council launched a ' Rubbish Campaign ' to encourage residents to conduct individual litter picks, which was covered by national local council press. A new initiative #QuickLitterPick launched in Bourton Park to allow the public access to litter picking equipment, similar to the 2-minute beach clean. Quick Litter Pick 6-month Review to be brought to Committee December 2021

Transport – to promote walking, cycling and public transport. Accelerating the move to Council owned electric vehicles.				
	Action	Measure	Responsibility	Updates
23.	Consider holding an event that promotes cycling around the town	To be considered on a future agenda of TC&E 2021/22	Town Centre & Events Committee	<p>To be considered at TC&E once business returns to normal and social distancing rules allow for more public events.</p> <p>Possible consideration for Climate Champions to invite a demonstration from Electric Bikes Scheme.</p>
Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water.				
	Action	Measure	Responsibility	Updates
34.	Purchase (where possible) locally produced and fair-trade food for the Council's use and civic events.	All BTC events	Town Centre & Events Committee	Incorporated within planning for all Town Council events. Referencing the town Council's Sustainable Procurement Strategy

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 25th October 2021**

Contact Officer: Paul Hodson, Town Clerk

Buckingham Twinning Association Civic Event

1. Recommendations

- 1.1. It is recommended that Members note the report.

2. Background

- 2.1. It was planned to sign the twinning agreement with Neukirchen-Vluyn in Buckingham on Saturday 23rd October in the Council chamber. Unfortunately, the German party are not able to attend for personal reasons, so the formal signing will now take place during the civic reception for friends from Neukirchen-Vluyn to be held on Saturday 12th March 2022.
- 2.2. 2022 will mark the 20th anniversary of the town's formal twinning with Mouveaux, and it is hoped to welcome French guests to the event as well.
- 2.3. The Community Centre has been booked for that day. Initial arrangements are being made, and a more detailed proposal for the event will be provided for the next meeting.

**BUCKINGHAM TOWN COUNCIL
TOWN CENTRE & EVENTS COMMITTEE
MONDAY 25^h October 2021**

Contact Officer: Paul Hodson, Town Clerk

Lamp Post Banners

1. Recommendations

- 1.1. It is recommended that Members agree for funding to be received from Buckinghamshire Council to replace the current lamp post banners and for officers to agree the design in liaison with the Committee Chair.

2. Background

- 2.1. Buckinghamshire Council has been allocated European Regional Development Fund (ERDF) money under the Welcome Back Fund. This is an extension of the 'Reopening High Streets Safely' money and aims to support measures that improve the vibrancy and vitality of our shopping areas and adjacent parks. It aims to improve the look and feel of our shopping areas, to encourage local people and visitors back – increasing footfall and dwell time to support our local businesses, retail, hospitality and visitor economy.
- 2.2. The funding comes with very specific criteria and procurement rules that have to be followed and evidenced. It is a revenue fund and interventions that we put in need to be 'temporary' in nature. The money cannot be used to grant aid a specific business.
- 2.3. The Welcome Back Fund can be used to support activities that fall under the categories of:
 - Events and animations
 - Cleaning and greening
 - Trails and place promotion
 - Seating, bins and lighting
- 2.4. The funding has to be spent by **31st March 2022**.

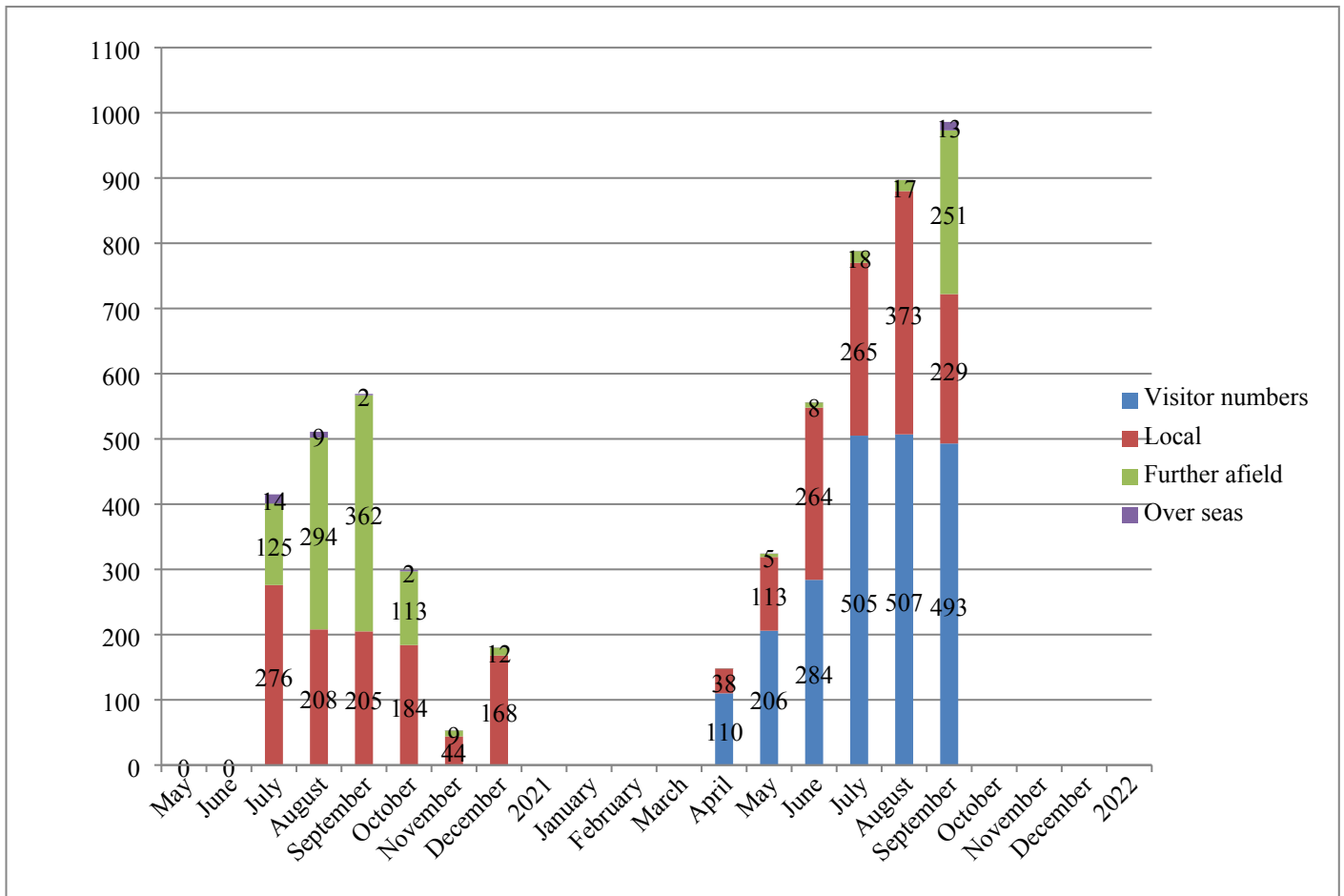
- 2.5. The Town Council submitted several ideas for the fund to Buckinghamshire Council. The one idea that was assessed as fitting with the fund was to replace the lamp post banners in the town, which are getting increasingly ripped.

3. Approximate Costs

- 3.1. Buckinghamshire Council were provided with the costs from the last time the banners were replaced, three years ago. These are NOT the current figures, but give an idea of the likely cost:

Lamp post banners - banners	£142.50	13	£1,852.50
Lamp post banners - fixings	£96.00	13	£1,248.00
Lamp Post banners - banner installation (accessories)	£67.00	12	£804.00
Lamp post banners - Fixing removal	£20.00	11	£220.00
Lamp post banners - remove and install banners	£10.00	8	£80.00
Lamp post banners - testing costs		13	£858.00
			£5,062.50

- 3.2. Costs will have risen, and there may be better options for banner suppliers. It is proposed to obtain current quotes and submit a final bid to Buckinghamshire Council. The current wording and positioning of some of the banners is not ideal. It is proposed to delegate the final decision on the banner designs and positions to officers, to be made in liaison with the Chair of the Town Centre and Events Committee and Buckinghamshire Council.



PAGE No	CODE	COST CENTRE	AMOUNT	EXPLANATION
1	4094	301	-10	Basketball coaching - slight increase in cost, not precepted for
1	4243	301	-1170	Bollard removal not invoiced in previous year still on as a committedd item as we are awaiting an invoice, plus this years bollard removal

TOWN CENTRE & EVENTS

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>301 TOWN CENTRE & EVENTS</u>					
1013 HANGING BASKETS	133	416	283		
1028 LACE HILL EVENTS INCOME	0	1,041	1,041		
1062 COMMUNITY FAIR - TABLE INCOME	0	208	208		
1066 COMEDY NIGHT INCOME	0	3,124	3,124		
1069 CHARTER FAIR INCOME	7,013	6,946	(67)		
TOWN CENTRE & EVENTS :- Income	<u>7,147</u>	<u>11,735</u>	<u>4,588</u>		
3997 NI TC & E	1,841	5,234	3,393		3,393
3998 PENSION ERS TC & E	6,532	13,412	6,880		6,880
3999 WAGES & SALARIES TC & E	29,295	71,826	42,531		42,531
4042 EVENTS EQUIPMENT	0	568	568	268	300
4079 FAIR TRADE PROMOTION	0	416	416		416
4094 YOUTH PROJECT	2,430	3,045	615	625	(10)
4104 TOWN IN BLOOM	4,567	11,195	6,628	60	6,568
4107 PRIDE OF PLACE	0	261	261		261
4115 RIVER RINSE	180	416	236	216	20
4166 LACE HILL EVENTS	0	1,041	1,041	241	800
4201 CHRISTMAS LIGHTS	0	11,455	11,455	3,761	7,694
4202 FIREWORK DISPLAY	633	5,840	5,207	4,280	927
4203 COMMUNITY FAIR	0	416	416		416
4205 CHRISTMAS PARADE	0	3,959	3,959		3,959
4210 PANCAKE RACE	0	81	81		81
4211 BAND JAM	3,201	3,645	444	368	76
4212 CHRISTMAS LIGHT SWITCH ON	1,600	4,138	2,538		2,538
4213 DOG SHOW	350	502	152		152
4216 MAY DAY EVENT	0	51	51		51
4220 MUSIC IN THE MARKET	3,423	4,153	730	330	400
4230 SCOUT PARADE	0	51	51		51
4241 COMEDY NIGHT EXPENDITURE	0	3,124	3,124		3,124
4243 CHARTER FAIR EXPENDITURE	0	5,503	5,503	6,673	(1,170)
4260 TWINNING	0	2,030	2,030		2,030
TOWN CENTRE & EVENTS :- Indirect Expenditure	<u>54,053</u>	<u>152,362</u>	<u>98,309</u>	<u>16,822</u>	<u>81,487</u>
Net Income over Expenditure	<u>(46,906)</u>	<u>(140,627)</u>	<u>(93,721)</u>		
<u>302 STREET MARKET</u>					
1005 STREET MARKET	12,261	14,718	2,457		
1006 FLEA MARKET	2,991	3,500	509		
STREET MARKET :- Income	<u>15,252</u>	<u>18,218</u>	<u>2,966</u>		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4017 SUBSCRIPTIONS	369	457	88		88
4225 RATES	2,121	3,124	1,003		1,003
4235 MARKET INFRASTRUCTURE & PROMOT	0	1,523	1,523		1,523
STREET MARKET :- Indirect Expenditure	2,490	5,104	2,614	0	2,614
Net Income over Expenditure	12,762	13,114	352		
<u>303 SPECIAL EVENTS</u>					
1020 FOOD FAIR INCOME	0	521	521		
1083 FRINGE INCOME	2,109	3,124	1,015		
SPECIAL EVENTS :- Income	2,109	3,645	1,536		
4221 FRINGE	5,213	6,425	1,212		1,212
4242 FOOD FAIR	0	521	521		521
4244 FLAGS	433	609	176		176
4273 ONE OFF EVENTS	0	1,000	1,000		1,000
4277 WAR MEMORIAL CENTENARY	0	500	500		500
4278 CELEBRATE BUCKINGHAM DAY	1,259	1,250	(9)		(9)
SPECIAL EVENTS :- Indirect Expenditure	6,905	10,305	3,400	0	3,400
Net Income over Expenditure	(4,796)	(6,660)	(1,864)		
<u>305 TOURIST INFORMATION CENTRE</u>					
1084 TIC INCOME	3,852	33,995	30,143		
TOURIST INFORMATION CENTRE :- Income	3,852	33,995	30,143		
4253 TIC TICKETS AND PRODUCE	4,839	31,240	26,401		26,401
4255 HERITAGE APP EXPENDITURE	2,145	2,922	777	39	738
4274 TOURISM WEBSITE	0	1,000	1,000		1,000
TOURIST INFORMATION CENTRE :- Indirect Expenditure	6,984	35,162	28,178	39	28,139
Net Income over Expenditure	(3,132)	(1,167)	1,965		
<u>306 ACCESSIBILITY</u>					
4254 ACCESS ABLE	0	2,000	2,000		2,000
4266 ACCESSIBILITY COSTS	0	513	513		513
ACCESSIBILITY :- Indirect Expenditure	0	2,513	2,513	0	2,513
Net Expenditure	0	(2,513)	(2,513)		
TOWN CENTRE & EVENTS :- Income	28,360	67,593	39,233		
Expenditure	70,432	205,446	135,015	16,861	118,154
Movement to/(from) Gen Reserve	(42,072)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Grand Totals:- Income	28,360	67,593	39,233		
Expenditure	70,432	205,446	135,015	16,861	118,154
Net Income over Expenditure	<u>(42,072)</u>	<u>(137,853)</u>	<u>(95,781)</u>		
Movement to/(from) Gen Reserve	<u>(42,072)</u>				

EARMARKED RESERVES901 EARMARKED RESERVES

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
9001 YOUTH COUNCIL	0	1,000	1,000		1,000
9002 CEMETERY DEVELOPMENT	0	97,886	97,886		97,886
9004 SOLAR PANEL LACE HILL	22,047	28,076	6,029		6,029
9006 SPEED WATCH	0	598	598		598
9010 FLOOD RELIEF FUND	0	826	826		826
9013 YOUTH PROJECTS	0	3,000	3,000		3,000
9015 CHARTER FAIRS	0	4,136	4,136		4,136
9025 PLAY AREA REPLACEMENT	0	45,121	45,121		45,121
9027 GREEN BUCKINGHAM GROUP	0	226	226		226
9029 CIRCULAR WALK MAINT	0	5,399	5,399		5,399
9030 TOURISM LEAFLETS	0	2,404	2,404		2,404
9033 ECONOMIC DEVELOPMENT GRP	0	(2,685)	(2,685)		(2,685)
9035 PARKS DEVELOPMENT	0	1,405	1,405		1,405
9036 ELECTION COSTS	0	5,594	5,594		5,594
9040 PARK RUN	0	89	89		89
9045 ACCESS FOR ALL	0	251	251		251
9048 BUCKINGHAM ACTION GROUP	0	1,283	1,283		1,283
9049 NEIGHBOURHOOD PLAN	0	20,000	20,000		20,000
9050 BRIDGE REPAIRS	11,180	60,959	49,779	49,779	(0)
9051 OFFICE DEVELOPMENT / FURNITURE	248	12,000	11,752	3,509	8,242
9052 DEPOT EQUIPMENT PURCHASE	0	15,000	15,000		15,000
9053 AEDs	0	420	420		420
9054 LACE HILL REPAIRS & MAINTENANC	0	25,000	25,000		25,000
9055 RIVER RINSE	0	250	250		250
9057 CEMETERY LODGE REPAIRS	0	10,000	10,000		10,000
9058 BOWLS CLUB PAVILLION REPAIRS	0	8,000	8,000		8,000
9059 MAKING GOOD/BOUNDARY REPAIRS B	0	45,000	45,000		45,000
9060 RIVER WARDENS	0	1,575	1,575		1,575
9061 COVID BOUNCE BACK EVENTS	8,024	8,680	656		656
9062 GRANTS	0	2,100	2,100		2,100
9063 TWINNING	0	2,000	2,000		2,000
9064 HOLOCAUST MEMORIAL	0	1,000	1,000		1,000
9065 PURCHASE CEMETERY & ALLOTMENT	1,600	87,000	85,400		85,400

EARMARKED RESERVES :- Indirect Expenditure	43,099	493,593	450,494	53,288	397,205
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Net Expenditure	(43,099)	(493,593)	(450,494)
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EARMARKED RESERVES :- Income	0	0	0
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Expenditure	43,099	493,593	450,494	53,288	397,205
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Movement to/(from) Gen Reserve	(43,099)
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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Grand Totals:- Income	0	0	0		
Expenditure	43,099	493,593	450,494	53,288	397,205
Net Income over Expenditure	<u>(43,099)</u>	<u>(493,593)</u>	<u>(450,494)</u>		
Movement to/(from) Gen Reserve	<u>(43,099)</u>				

**BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 25th October 2021**

Contact Officer: Paul Hodson, Town Clerk

2022 23 Budget Priorities

1. Recommendation

It is recommended that the Committee agree the budget changes listed and the ear-marked reserves proposed.

2. Background

This year each committee will receive two reports regarding next year's budget. The first report (this one) will recommend any significant changes to the current budget. The second report, to be provided for the following, December meeting, will propose a full five-year budget, based on the changes already agreed, and including any RPI and salary increases generally proposed for the Council as a whole. This enables Councillors to focus on key changes first, to enable officers to incorporate those into the final draft budget.

3. Proposed significant changes to the Town Centre and Events Budget for 2022 23

Centre	Code	Item	2021 2022	2022 2023	Explanation
301	4220	Music in the Market	4,153	4,403	To cover increased cost of security
301	4166	LACE HILL EVENTS	1,041	2,541	To include entertainment and facilities for "Picnic on the Pitch"
301	4211	Bandjam	3,645	4,345	To cover increased cost of security
303	1083	FRINGE WEEK INCOME	-3,124	-1,624	Revised to a more realistic figure
		Remembrance Parade		2,800	To fund outdoor screen
		TOTALS	£5,715	£12,465	

4. Ear-Marked Reserves

It is proposed that any underspend in the following codes is transferred to relevant ear-marked reserves

Centre	Code	Item
301	4601	Christmas lights
303	4273	One off events
303	4277	War Memorial Ceremony
304	4237	Youth Council budget
305	4274	Tourism Website