



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, CORNWALLS MEADOW,
BUCKINGHAM. MK18 1RP

Telephone/Fax: (01280) 816 426

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


Town Clerk: Mr. C. P. Wayman



Tuesday, 03 February 2015

Councillor,

You are summoned to a meeting of the **Environment Committee** of Buckingham Town Council will be held on **Monday 9th February 2015** at 7pm in the Town Council Chamber, Cornwall's Meadow, Buckingham.


PP Mr. C. P. Wayman
Town Clerk

Please note that the Environment Committee meeting will be preceded by Public Session lasting for a maximum of 15 minutes, in accordance with Standing Order 1.3.

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 15th December 2014 and approved at Full Council on the 19th January 2015.

Copy previously circulated

4. Budgets

To receive the updated reports

Appendix A

5. Action Report

To receive the report and note the updated information.

Appendix B

6. Devolved Services

To receive a written report from the Green Spaces Manager

E/54/14

7. Cemetery burial space

To receive a verbal report from the Green Spaces Manager

E/55/14

8. Request to Provide a Git Bin

To receive, discuss and agree a request from a resident

E/56/14

Buckingham



Twinned with Mouvaux, France



9. Tree Works Required

E/57/14

To receive quotes to carry out the tree works required

10. Wooden Bollards for verge on Western side of the Church

To agree to the purchase of 20 low wooden bollards to be installed along the grass verge

11. Solar Panels Tender – Buckingham Community Centre

Appendix C

To receive and agree a tender document to be issued

12. Town Centre Audit

(583/14) To receive results of the first audit round from Members

Appendix D

13. Access Awareness

To receive a verbal update from Cllr Strain-Clark

14. BCWP

14.1 To receive a verbal update from Cllr Newell

14.2 To receive an email from Buckingham Primary School for information

Appendix E

14.3 To receive the Minutes of BCWP meeting held 15/12/14

Appendix F

15. News Releases

16. Chair's Announcements

17. Date of Next Meeting: Monday 30th March 2015.

To:

Cllr. T. Bloomfield
Cllr. H. Cadd
Cllr. P. Collins
Cllr. J. Harvey
Cllr. D. Isham – Vice Chairman
Cllr. R. Lehmann
Cllr. A. Mahi

Cllr. Ms. R. Newell
Cllr. Mrs. L. O'Donoghue - Mayor
Cllr. M. Smith – Chairman
Cllr. Mrs. C. Strain-Clark
Cllr. R. Stuchbury
Cllr. W. Whyte

03/02/2015

Buckingham Town Council

10:04 Detailed Income & Expenditure by Budget Heading 31/01/2015

Page No 1

Month No : 10

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
ENVIRONMENT								
201	<u>ENVIRONMENT</u>							
4068	COMMUNITY SERVICE	3,700	2,060	6,500	4,440		4,440	31.7 %
4069	GRIT / SALT BINS	900	0	900	900		900	0.0 %
4101	SEATS AND BINS	1,627	0	3,000	3,000	576	2,424	19.2 %
4112	ENVIRONMENT EQUIPMENT	3,621	4,962	5,891	929	281	648	89.0 %
4118	GREEN WASTE DISPOSAL	360	300	360	60		60	83.3 %
	ENVIRONMENT :- Expenditure	10,208	7,322	16,651	9,329	857	8,472	49.1 %
	Net Expenditure over Income	10,208	7,322	16,651	9,329			
202	<u>ROUNDBABOUTS</u>							
4108	ROUNDBABOUT	7,693	5,943	10,000	4,057	1,981	2,076	79.2 %
	ROUNDBABOUTS :- Expenditure	7,693	5,943	10,000	4,057	1,981	2,076	79.2 %
1051	ROUNDBABOUT NO 1 OPEN	1,652	1,982	1,982	0			100.0 %
1052	ROUNDBABOUT NO 2 ELLA	881	1,057	1,509	-452			70.1 %
1053	ROUNDBABOUT NO 3	1,652	1,735	1,735	0			100.0 %
1054	ROUNDBABOUT NO 4 R & B	0	0	2,211	-2,211			0.0 %
1056	ROUNDBABOUT NO 6 EUROLANE	1,095	2,367	2,367	0			100.0 %
1057	ROUNDBABOUT NO 7 RING ROAD	1,097	1,207	1,207	0			100.0 %
	ROUNDBABOUTS :- Income	6,377	8,348	11,011	-2,663			75.8 %
	Net Expenditure over Income	1,316	-2,405	-1,011	1,394			
203	<u>MAINTENANCE</u>							
4063	VEHICLE HIRE AND RUNNING	3,713	3,015	6,000	2,985		2,985	50.3 %
J82	ALLOTMENTS	1,500	1,500	1,500	0		0	100.0 %
4102	DOG BINS	3,453	0	3,000	3,000		3,000	0.0 %
	MAINTENANCE :- Expenditure	8,666	4,515	10,500	5,985	0	5,985	43.0 %
	Net Expenditure over Income	8,666	4,515	10,500	5,985			
204	<u>DEVOLVED SERVICES EXPENSES</u>							
1017	DONATIONS/GRANTS	8,460	8,595	15,000	-6,405			57.3 %
	DEVOLVED SERVICES EXPENSES :- Income	8,460	8,595	15,000	-6,405			57.3 %
	Net Expenditure over Income	-8,460	-8,595	-15,000	-6,405			

Continued on Page No 2

Month No : 10

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>251</u>	<u>CHANDOS PARK</u>							
4106	PLAY AREA MAINTENANCE	456	139	500	361		361	27.8 %
4601	REPAIRS& MAINTENANCE FUND	2,115	5,524	12,000	6,476		6,476	46.0 %
4602	ELECTRICITY	387	371	500	129		129	74.2 %
4603	WATER	1,206	1,104	600	-504		-504	184.0 %
4605	HORTICULTURAL CONTRACT	14,577	11,261	15,050	3,789	3,754	36	99.8 %
	CHANDOS PARK :- Expenditure	18,741	18,399	28,650	10,251	3,754	6,498	77.3 %
1030	BOWLS INCOME	500	550	550	0			100.0 %
1035	TENNIS COURT RENT	750	750	750	0			100.0 %
1071	WATER REFUND	1,361	0	0	0			0.0 %
	CHANDOS PARK :- Income	2,611	1,300	1,300	0			100.0 %
	Net Expenditure over Income	16,130	17,099	27,350	10,251			
<u>252</u>	<u>BOURTON PARK</u>							
4106	PLAY AREA MAINTENANCE	357	359	500	141		141	71.8 %
4601	REPAIRS& MAINTENANCE FUND	7,866	9,067	10,071	1,004		1,004	90.0 %
4605	HORTICULTURAL CONTRACT	25,324	19,563	26,083	6,520	6,521	-1	100.0 %
4708	PLAY EQUIPMENT	0	39,095	0	-39,095		-39,095	0.0 %
	BOURTON PARK :- Expenditure	33,547	68,084	36,654	-31,430	6,521	-37,951	203.5 %
1078	NEW HOMES BONUS	0	38,513	0	38,513			0.0 %
	BOURTON PARK :- Income	0	38,513	0	38,513			
	Net Expenditure over Income	33,547	29,571	36,654	7,083			
<u>253</u>	<u>CEMETERY</u>							
225	RATES	924	942	1,300	358		358	72.5 %
4601	REPAIRS& MAINTENANCE FUND	7,364	630	4,058	3,428	951	2,477	38.9 %
4602	ELECTRICITY	181	262	400	138		138	65.5 %
4605	HORTICULTURAL CONTRACT	21,113	16,309	21,850	5,541	5,436	104	99.5 %
4620	EXPENSES RE BURIAL DUTIES	5,157	1,590	5,512	3,922		3,922	28.8 %
	CEMETERY :- Expenditure	34,738	19,733	33,120	13,387	6,387	7,000	78.9 %
1041	BURIAL FEES	21,546	8,166	10,000	-1,834			81.7 %
1045	CEMETERY WAR GRAVES COMM	60	0	60	-60			0.0 %
	CEMETERY :- Income	21,606	8,166	10,060	-1,894			81.2 %
	Net Expenditure over Income	13,132	11,567	23,060	11,493			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>254</u>	<u>CHANDOS PARK TOILETS</u>							
4612	CONTRACTOR CHARGE	10,208	8,200	12,000	3,800		3,800	68.3 %
4709	MAINTENANCE	319	1,018	1,000	-18		-18	101.8 %
	CHANDOS PARK TOILETS :- Expenditure	10,527	9,218	13,000	3,782	0	3,782	70.9 %
	Net Expenditure over Income	10,527	9,218	13,000	3,782			
<u>255</u>	<u>RAILWAY WALK</u>							
4120	BTCV GRANT PAYMENT	2,034	434	2,000	1,566		1,566	21.7 %
4122	TREE WORKS	1,080	1,928	1,500	-428	5	-433	128.9 %
	RAILWAY WALK :- Expenditure	3,114	2,363	3,500	1,137	5	1,132	67.7 %
	Net Expenditure over Income	3,114	2,363	3,500	1,137			
<u>256</u>	<u>STORAGE PREMISES</u>							
4053	GRENVILLE	0	0	650	650		650	0.0 %
4073	COLLEGE FARM	3,250	3,250	3,250	0		0	100.0 %
	STORAGE PREMISES :- Expenditure	3,250	3,250	3,900	650	0	650	83.3 %
	Net Expenditure over Income	3,250	3,250	3,900	650			
<u>257</u>	<u>KEN TAGG PLAYGROUND</u>							
4106	PLAY AREA MAINTENANCE	70	231	500	269		269	46.2 %
4122	TREE WORKS	0	0	500	500		500	0.0 %
4605	HORTICULTURAL CONTRACT	994	768	1,100	332	256	76	93.1 %
	KEN TAGG PLAYGROUND :- Expenditure	1,064	999	2,100	1,101	256	845	59.8 %
	Net Expenditure over Income	1,064	999	2,100	1,101			
<u>258</u>	<u>CEMETERY LODGE</u>							
4034	PWLB REPAYMENTS INCL	4,702	2,351	4,702	2,351		2,351	50.0 %
	CEMETERY LODGE :- Expenditure	4,702	2,351	4,702	2,351	0	2,351	50.0 %
1061	CEMTERY LODGE RENTAL	7,657	5,352	8,000	-2,648			66.9 %
	CEMETERY LODGE :- Income	7,657	5,352	8,000	-2,648			66.9 %
	Net Expenditure over Income	-2,955	-3,000	-3,298	-298			
<u>259</u>	<u>OTTERS BROOK</u>							
4106	PLAY AREA MAINTENANCE	70	70	500	431		431	13.9 %
4122	TREE WORKS	0	0	150	150		150	0.0 %

Month No : 10

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4605	HORTICULTURAL CONTRACT	3,167	2,447	3,300	853	816	38	98.9 %
	OTTERS BROOK :- Expenditure	3,237	2,516	3,950	1,434	816	618	84.3 %
	Net Expenditure over Income	3,237	2,516	3,950	1,434			
<u>260</u>	<u>CCTV</u>							
4100	CCTV ONGOING COSTS	460	246	1,000	754	290	464	53.6 %
	CCTV :- Expenditure	460	246	1,000	754	290	464	53.6 %
	Net Expenditure over Income	460	246	1,000	754			
	ENVIRONMENT :- Expenditure	139,947	144,940	167,727	22,787	20,866	1,921	98.9 %
	Income	46,711	70,274	45,371	24,903			154.9 %
	Net Expenditure over Income	93,236	74,666	122,356	47,690			

Month No : 10

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
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EARMARKED RESERVES**901 EARMARKED RESERVES**

9006	NAG	148	69	598	529	529	11.6 %
9009	CAPITAL RESERVE	0	0	110,000	110,000	110,000	0.0 %
9010	FLOOD RELIEF	-100	0	100	100	100	0.0 %
9011	WAR MEMORIAL	9,610	750	1,681	931	931	44.6 %
9012	CHRISTMAS LIGHTS	1,100	0	4,675	4,675	4,675	0.0 %
9015	CHARTER FAIRS	0	30	11,170	11,140	11,140	0.3 %
9018	REPAIR OF FOOTPATHS	0	28,035	31,000	2,965	2,965	100.0 %
9019	MEMORIAL TESTING	363	2,663	5,537	2,875	2,875	48.1 %
9025	PLAY AREA REPLACEMENT	0	0	2,621	2,621	2,621	0.0 %
9026	TRIM TRAIL	0	4,810	4,810	0	0	100.0 %
9027	GREEN BUCKINGHAM GROUP	0	0	226	226	226	0.0 %
9029	CIRCULAR WALK MAINT	82	9,418	14,665	5,247	5,247	64.2 %
9030	TOURISM LEAFLETS	510	0	3,402	3,402	3,402	0.0 %
9031	YOUTH MUSIC EVENT	0	0	1,200	1,200	1,200	0.0 %
9032	BUCK NEIGHBOURHOOD DEV	0	2,150	20,750	18,600	18,600	10.4 %
9033	DESTINATION BUCKINGHAM	6,297	3,985	8,800	4,815	4,815	45.3 %
9034	RIVER AND POND MAINTENANCE	4,000	0	5,000	5,000	5,000	0.0 %
9035	PARKS DEVELOPMENT	7,730	14,315	35,389	21,074	21,074	40.5 %
9036	ELECTION COSTS	0	0	2,500	2,500	2,500	0.0 %

EARMARKED RESERVES :- Expenditure	29,740	66,224	264,124	197,900	2,965	194,935	26.2 %
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1070 DESTINATION BUCKINGHAM	10,000	10,000	0	10,000			0.0 %
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EARMARKED RESERVES :- Income	10,000	10,000	0	10,000			
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Net Expenditure over Income	19,740	56,224	264,124	207,900			
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EARMARKED RESERVES :- Expenditure	29,740	66,224	264,124	197,900	2,965	194,935	26.2 %
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Income	10,000	10,000	0	10,000			0.0 %
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Net Expenditure over Income	19,740	56,224	264,124	207,900			
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APPENDIX B

Minute No	Action Required	Action Taken	Result
215/11& 334/11	Discussion Paper – Renewable Energy	Report regarding fuel poverty – Solar panels for Community centre.	On agenda
737.2 & 344/13	Cemetery Paths	Prices to be sought for a replacement of all paths, budgets to be set aside in earmarked reserves for the replacement footpath	
741/11	Chandos Park lime trees	GSM to produce report regarding planting a replacement row of trees as one of the lime trees had to be removed	To be within Chandos Park Management Plan
481/12	BMX Track	Look into possibilities for new BMX track and if it could be included in the Neighbourhood plan	Ongoing
85/13, 231/13 & 346/13	Dog issues in Bourton Park	Dogs off the leads and problems of fouling. Park Volunteer Warden scheme to be introduced	To be included in dog awareness event 2015
326/10 & 218/13	Strategic Direction for Cemetery Provision	a decision should be postponed whilst a number of additional proposals were investigated	Ongoing – Update on Agenda
396/09, 695/09, 221/13, 79/14	Devolved Services	Continue discussions with BCC and AVDC; to consider and agree future devolved services that the Town Council may be expected to take on.	On agenda
597/13, 769/13, 202/14	Disability Access	Investigate disabled access across the Town Councils Estate and making improvements where possible	On agenda
877/13	Community Centre	To be brought back to Committee when new lease signed	
878/13, 598/12, 199/14	Bourton Ponds Project	Public being consulted as to opinion of proposed plans, funding being sought,	Ongoing
83/14	Church Green	GSM to select an appropriate species, size and location.	Planting being scheduled
329/14	Mount Pleasant pavilion	Write to AVDC and scouts to ask for an update on what is happening with the building	
330/14	Ken Tagg Play Area	Replacement of play equipment	
580/14	Purchase or rental of New Premises	investigate the purchasing or rental of suitable premises	Ongoing
581/14	Lace Hill Dog Bins	Purchase and locate 4 new dog Bins	

Items not started

ongoing items

completed items

BUCKINGHAM TOWN COUNCIL

ENVIRONMENT COMMITTEE

MONDAY 9th FEBRUARY 2015.

Agenda item no: 6

Contact Officer: Lee Phillips

Devolution of Maintenance Services

Background:

Buckinghamshire County Council are proposing to devolve some of its maintenance services to the Parish Councils.

Information:

The Proposal:

Discussions have been held with David Lett to try and set up a 'Social Enterprise Initiative' which would provide the grass cutting within the By-pass, the grass around the by-pass would be cut by a contractor appointed by the Town Council. The other maintenance operations would also be undertaken by the Town Council, this would include hedge cutting and minor street maintenance operations similar to the current Devolved Services arrangement held with TfB.

David's Proposal for the 'Buckingham Enterprise' is attached with full details of how the service will be provided.

Summary of Income/Expenditure for Proposal: See Table A

Currently the Town council under takes approximately £8,000 worth of devolved services for TfB under the current agreement this will come to an end in 2016 regardless.

The draft agreement for the devolution of services drawn up by BCC is attached.

Consequences of options

Do Nothing – The consequences of this is that the areas in red on the map attached would be from April 2016 cut only three times a year. As quite a large number of these areas are outside of residents homes and on the main approaches to the town centre it is envisioned that it will give a negative appearance of the town in general. During the first meeting regarding devolved services the County Council cabinet member stated that the County Council's position would not change and that complaints would be dealt with but also that it would be made clear that the Parishes had been offered the opportunity to do the work.

In addition the current devolved agreement will come to an end resulting in the loss of the current £8,000 worth of actual funding received (as a rough average over recent years).

There could be an increase in complaints over the state of the grass cutting in the town which would need to be re-directed to the County Council.

The worst case scenario would be that visitors are put off coming into the town reducing income for businesses, the number of residential complaints increase during 2016 with a campaign for better grass cutting and the Town Council have to take on the cutting with a reduced income from the County Council probably resulting in increasing the precept to accommodate it.

Social Enterprise

This option would see the creation of up to 16 positions for local young or unemployed people giving people experience and a possible route into work through grass cutting around the town. It would also result in the creation of a new social enterprise in the town. This would allow for closer monitoring of the work by the Town Council and ensuring that the specification of the grass cut is done to a level commensurate with the expectation of the town. The scheme could create positive PR for Buckingham.

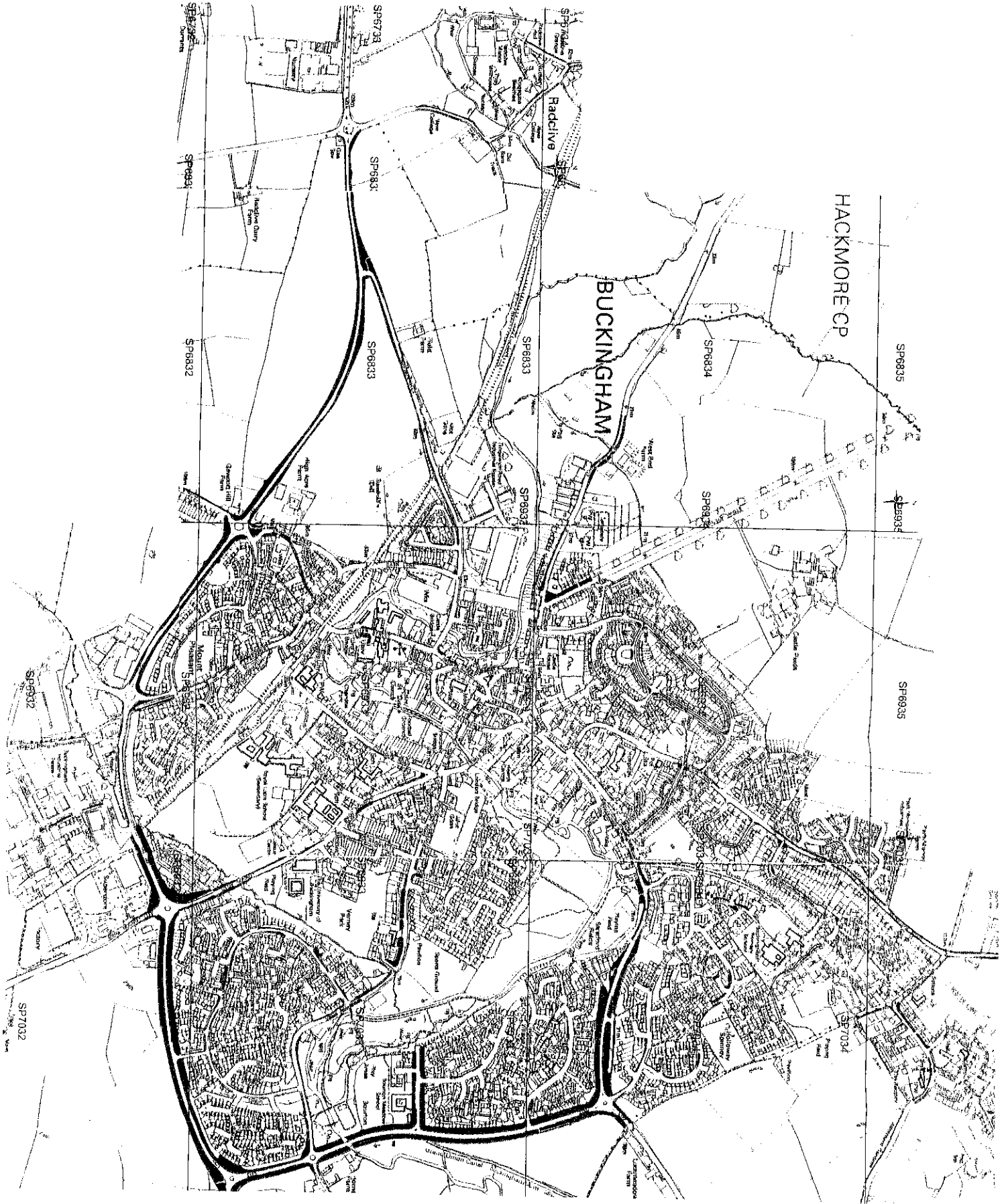
However, the worst case scenario is that the contract with Buckinghamshire Council is for 4 years, if the Social Enterprise were to fail then it would result in one of three outcomes: (a) the Town Council steps in and carries out the work instead (b) the Town Council employs a contractor to keep the same level of service (c) the contract is transferred back to the County Council. If the contract was to be terminated with the County Council due to the failure of the enterprise the Town Council would have to return the funding to the County Council for the year (which is paid by the County Council up front) and the Town Council, may have to provide the service for 6 months through the termination period (3.2 of the agreement) or through the termination (under 11) period of 30 days. Depending on the payment arrangements with the social enterprise this would determine the losses. However, in the absolute worst case scenario of the Town Council paying the money to the social enterprise up front and then having to pay a contractor for carrying out the work for 6 months this would cost the Town Council £19,000 before termination however, it is expected that this would be able to be worked down with the agreement of the County Council.

Recommendation:


Members to agree to either:

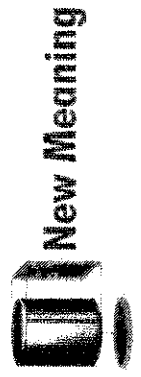
Do Nothing – not to take on the offer of the devolution of maintenance services from BCC.

Take on the Devolution of Maintenance Services - The 'Social Enterprise' group undertaking the grass cutting within the Bypass and the grass cutting on the By-pass being undertaken by the Town Councils current Contractor and the other maintenance services being undertaken by Town Council staff.



Buckingham Enterprise

		
Local Enterprise creating Local Work that benefits	Local People



A New Meaning Social Enterprise Initiative

What are the central aims?

- To get the work done within BCC budget
- Guarantee of no precept changes until 2018
- Undertake basic maintenance work within Buckingham Town
- 16 local work opportunities for local people
- Helping young people strengthen work skills
- Partner with other community focused groups/organisations
- Providing retired people with voluntary opportunities
- To maintain/enhance local environment quality standards
- To reduce environmental impact of carbon emissions
- Create positive PR for Buckingham at a national level

What local support is there?

“Job Club support the New Meaning initiative to offer to Buckingham Town Council and Enterprise Agency which would provide part-time work in mowing the verges in Buckingham. Firstly this would be a great source of experience for those seeking more physical work and could prepare people of all ages for employment. It will provide an opportunity to develop new skills and will enhance job seekers’ CVs. Many young people have yet to understand the work ethos and this will prepare them for full time employment. Further for those people who are winding down from full time employment here is the perfect way to keep busy whilst serving their own community.

We endorse this initiative which will serve both the community and those seeking employment.”

Stephen Townsend – Job Club

**JOB
CLUB**

“We would certainly consider partnering with you to develop any opportunities not just for our current PSL youth – but perhaps to act as the conduit and means of introduction for all youth in Buckingham? We have a good deal of experience and a lot to offer within our current skill base of trustees, staff and volunteers – and have more recently been looking at how to channel this for the benefit of the youth that we want to support.”

Peter Downing – Project Street Life

“I recently met with David Lett to discuss his proposal for Buckingham Towns maintenance of it verges and open spaces. Having listened to the proposal and the benefits that it could have for some of our local youngsters who have or are losing their way due to lack of employment and direction. This project could be a fantastic opportunity for them to refocus, gain employment and have personal pride for the community in which they live.”

Graham Brigginschaw - Aylesbury Vale Schools Officer - Police

What equipment is needed?

Establishment Costs	Buckingham Town		
	Cost / Unit	Number	Total Cost
Asset Purchases			
Mowers (Masport Mulch Mower)	£ 207.70	10 £	2,077.00
Strimmers (Eico DS3500C)	£ 337.40	5 £	1,687.00
Spray Units	£ 60.14	5 £	300.70
Warning Signage	£ 75.00	10 £	750.00
Petrol Cans	£ 7.00	10 £	70.00
			<u>£ 4,884.70</u>
Personal Projection Equipment			
Steel capped boots	£ 12.95	16 £	207.20
Ear Protectors	£ 7.35	16 £	117.60
Helmets with Visors	£ 29.98	5 £	149.90
Hiz Vis Wastecoats	£ 1.75	16 £	28.00
Training (admin fee)	£ 50.00	1 £	50.00
			<u>£ 552.70</u>
BCC Pump Priming (to be negotiated)			<u>£ 5,437.40</u>
Balance (after pump priming)			<u>£ -</u>

Summary Income and Expenditure

Buckingham Town - period: 1 Mar 15 to 29 Feb 16

Comments

2016-17

2017-18

Comments

Budget

2016-17

2017-18

Comments

£

Total Income	20,945.55	19,967.42	16,971.16
Total Expenditure	15,852.00	15,870.13	16,154.38
Surplus / Deficit	5,093.55	4,097.30	816.79

House Hold Number (approx)	4,900	0.00	-
Precept Impact	0.00	0.00	-

Income Detail

Carried over Budget Surplus	0.00	5,093.55	4,097.30
Contract with Buckingham Town Council	16,445.55	8,373.87	8373.87
Other Revenue - BCC (day to day) Coordinator Funding	4,500.00	0.00	0.00
Grant - 2nd and 3rd year (day to day) Coordinator	0.00	4,500.00	4500.00
Grant - operational costs - Second year	0.00	2,000.00	0.00
Total Available Income	20,945.55	19,967.42	16,971.16

Does not include budgets for Hedging (£2,674.43), Row (314.20) and Bypass (£8940.00) which stays with existing BT team

Does not include budgets for Hedging (£3,921.31), Row (460.66) and Bypass (£8940.00) which stays with existing BT team

Expenditure

Worker Staff Costs	7,777.00	7,777.00	7971.43
- 9 Cut Town			
- Footway Work			
- Sign Cleaning			
- Fly Posters			
Coordination Staff Costs	4,500.00	4,500.00	4,500.00
- (5hrs per week for 45 weeks at £20 per hour)			
Total Available Income	12,277.00	12,277.00	12,471.43

Increased by 2.5%

BCC Budget for Year One and Grant for Year Two and Three (eg: Community Chest)

Operational Costs

Equipment Servicing and M&E Checks	800.00	800.00	620.00
Petrol Costs	750.00	750.00	768.75
Training costs	50.00	50.00	51.25
PPE Costs (not including establishment)	125.00	128.13	131.33
Materials Costs (Strimmer line, oil, etc)	150.00	153.75	157.59
Weed Killer	0.00	0.00	0.00
Stationery Costs	100.00	102.50	105.06
Mileage costs	250.00	256.25	262.66
Sign Cleaning Equipment (not including establishment)	100.00	102.50	105.06
New Asset Provision	650.00	650.00	666.25
Insurance Provision	600.00	600.00	615.00
	3,575.00	3,593.13	3,662.95
Total Expenditure	15,852.00	15,870.13	16,154.38

Some Year Two and Three Costs increase by 2.5%

Total Expenditure

Surplus / Deficit

Total Expenditure	15,852.00	15,870.13	16,154.38
Surplus / Deficit	5,093.55	4,097.30	816.79

What key activities need to happen next?

- Negotiate/ Discuss final proposal with BCC
- Apply for grant through LAF
- Present proposal for approval to Town Council
- Complete detailed planning
- Promote and secure Workers and Volunteers
- Purchase equipment and arrange storage
- Complete training and scheduling
- Commence service



BUCKINGHAM TOWN COUNCIL

ENVIRONMENT COMMITTEE

MONDAY 9TH FEBRUARY 2015.

Agenda item no: 7

Contact Officer: Lee Phillips

Burial Space at Cemetery

Background:

This report is to update members of the burial space situation at the Cemetery. Further recent shallow bedrock has been discovered when a new row was recently started and rock was hit at a depth of 3ft.

Information:

Following hitting further bedrock the pre-purchase of burial plots has been stopped to try and prolong the burial plot availability.

19 usable plots are available with a further 3 possibly available following further investigation into the ownership in the archives.

Over the last 3 years the average number of new burial plots used for full burials has been 11 per year. So at best there is 2 years of full burial space remaining.

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 9TH FEBRUARY 2015.

Agenda item no: 8

Contact Officer: Lee Phillips

Grit Bin Request – Embleton Way

Background:

A Request has been received for a new Grit Bin On Embleton Way.

Information:

The location of the Grit Bin is indicated below:



The Bin is to be located on the footpath so not to get in the way of pedestrians and has been agreed by TfB.

Attached in the email from Mrs Fears requesting the Grit Bin.

Recommendation:

That member's agree to purchase a new Grit Bin for the location stated. Funds of £300 to be taken from budget heading 4069/201.

Green Spaces Manager

From: Vanessa Fears
Sent: 20 January 2015 21:42
To: greenspaces@buckingham-tc.gov.uk
Subject: Salt bin
Attachments: image2.JPG; ATT00004.txt

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Lee

After speaking to your colleague Amanda about the salt bin on Embleton Way, she asked me to email you to explain why I think we should have one on the roundabout at the opposite end to where there is one at the moment.

We have lived on Embleton Way for 15 yrs and in that time we know of the roundabout sign being knocked over and replaced twice, the hedge on our fence has a patch that doesn't grow anymore where a car went up the kerb and into the hedge. The cars come down the hill and when it's icy and there's snow on the ground they can't stop and they skid towards our fence, these events are the ones we have witnessed but I'm sure there has been more because you can see the tracks in the snow and they normally stop at the fence!! I'm just waiting for the day we come home to a car which has come through the fence and landed in our fishpond the other side!!

Us and our neighbours opposite are often out clearing the snow with our own salt from around the roundabout and up the hill, if we had a bin it would be much easier. I have not seen anyone at the other end where the salt bin is ever use it or clear any snow.

I think if you could put one Clover End/Embleton Way end it would be used. There is room to put it on the grass by No2 Clover End.

Yours hopefully

Vanessa Fears.

BUCKINGHAM TOWN COUNCIL

ENVIRONMENT COMMITTEE

MONDAY 9TH FEBRUARY 2015.

Agenda item no: 9

Contact Officer: Lee Phillips

Tree Works Required

Background:

Following a recent Basic tree survey carried out by the GSM a list of work required has been created and quotes for the works obtained.

Information:

Summary of Work required-

Chandos Park: work to 6 trees in park all arisings to be removed from site.

Cemetery: work to 12 trees including safety inspection of 2 sets of bracing chip to be retained on site.

Otters Brook: work to 1 tree all arisings to be removed from site.

Bourton Park: work to 108 trees chip to be retained on site all other arisings to be removed from site.

Total cost for all works:

Company A: £13,295.00

Company B: £13,055.00

Recommendation:

That Members agree to proceed with the tree work using Company B taking the budgets from each areas maintenance fund and any further funds required to be taken from Parks development in earmarked reserves (9034/901)

Supply and Installation of Photovoltaic Generator at Buckingham Community Centre

Client

Buckingham Town Council,
Buckingham Centre, Verney Close, Buckingham, MK18 1JP.

Address of Site

Buckingham Community Centre
Cornwall's Meadow
Buckingham
MK18 1RP

Tender return to

Mr. Christopher Wayman, Town Clerk,
Address as above for Client

Closing Date:

All Queries to: Mr. Christopher Wayman 01280 816426 or
townclerk@buckingham-tc.gov.uk

Questions and requests for clarifications are welcome.

Project Overview

This invitation to tender is for the supply and installation of approximately 19kW photovoltaic cells (although more cost effective schemes will be considered) on the South Eastern roof of Buckingham Community Centre; plus associated equipment for connection to the electricity grid. The amount of generation will depend on the strength of the roof, cost and access for maintenance. Replies to this tender must include a design proposal and the maximum capacity of photovoltaic panels that the roof will be able to bear using the proposed design. There is the opportunity for a site visit on request. The design must include all inverters, protection and metering required. The installation will include connection to distribution network. A maintenance agreement is also required. The contract will be fixed price.

The roof of the Community Centre is tiled with asbestos tiles; details of the asbestos report are included in the tender documents.

Detailed Specification

	Materials and activities to be supplied
1	<p>Detailed drawings and design of the photovoltaic mounting, inverters, metering and protection. This must include an assessment of the weight bearing capability of the roof and the weight that the photovoltaic panels will exert. This should taking into account all operating conditions including wind, snow and ice loading. This should be in the form of a structural engineer's report and confirmation that the integrity of the roof will not be compromised. Details of the mounting and fixing techniques are required. Details of location of the inverter, access and how maintenance can be carried out should be included. The efficiency of the panels, an estimate of the output and the methodology of the calculations should be included. The design should include a real-time display of the power generated. Please state if remote monitoring is possible and the type of communication links that can be used. Plans of the centre are included with this tender document. A site visit is available on request.</p>
2	<p>Supply of photovoltaic panels, mounting equipment, electrical connection, isolation, inverters, protection and metering. The supplied equipment and installer shall be registered under the Microgeneration Certification Scheme.</p> <p>Technical details, including efficiency, shall be provided for all equipment with the tender. All electrical equipment shall be compliant with the relevant standards including:</p> <ul style="list-style-type: none"> • Fire resistance standards BS476 - Part L, • wind uplift standards BS6399 • weatherproofing standards, BS5534 • Depending on the type of PV module: BS EN 61215:2005 Crystalline silicon terrestrial photovoltaic (PV) modules. Design qualification and type approval; BS EN 61646:1997, IEC 61646:1996 Thin-film terrestrial photovoltaic (PV) modules. Design qualification and type approval. • IEE Wiring Regulations (BS7671:2008), • G83 or G59 compliant protection • BERR MIS 3002 <p>A site visit is available upon request.</p>
3	<p>Provision of health and safety policies and procedures for installation. Full method statements and risk assessments are required. Including a separate risk assessment and method statement for dealing and handling of asbestos.</p>
4	<p>Provision of scaffolding, PPE and safe systems of work as required for safe installation of the photovoltaic panels and other equipment.</p>
5	<p>Installation of the mounting equipment, photovoltaic panels, and all equipment required for connection to the grid; this may include but not be limited to wiring, isolators, trunking, labels, panels, frames, invertors, meters, protection devices. Notifying the local Distribution Network</p>

	Operator.
6	Make good any damage to the building or grounds. Provide a guarantee that the installation will not damage the weather proofing of the roof.
7	Carry out commissioning tests of the PV and electrical connections.
8	Remove all waste.
9	Provision of documentation for health and safety and maintenance and end-of-life disposal of all components installed.
10	It is not yet clear whether the site will be registered under the CDM regulations. In any event, the successful tenderer will be required to fulfil the responsibilities of a principal contractor in managing health and safety on site and employing safe systems of work. There are no other contractors expected to be working on the site at the same time.

Replies outlining more than one design option are welcome.

Examples of Previous Similar Work

Please provide examples of three similar projects carried out.

Insurance

Please provide details of your insurance cover for the following:

- Public Liability
- Employers Liability
- Professional Indemnity

Time Schedule

The photovoltaic panels should be installed during an agreed time period; work is not expected to take more than 10 calendar days. This should include site set-up and removal (e.g. scaffolding). Please specify expected working hours.

A detailed programme of work is required to satisfy the client that the work can be completed. A full design suitable for a planning application must be ready so that the process can be completed ready for installation during the dates above.

Access

The car park will be available for vehicle parking (however, charging does apply). Storage of equipment will need to be negotiated.

Access to the site is public however, it is expected that the work will take place between 8am and 5pm.

Welfare

Access to water, shelter and toilet facilities can be made available if needed.

If a temporary shelter or cabin is required, this must be supplied by the contractor and stated in the reply to the tender.

Communications: No phone or fax facilities will be available. A contact number for the person in charge of the site works will be required.

Health and Safety

The tenderer will be responsible for compliance with all health and safety regulations, good housekeeping, civil works, safe storage of equipment.

Proof of competency

Please provide all relevant accreditation certification. Installers of the Photovoltaic panels must be part of the Microgeneration Certification Scheme.

Please provide details of any environmental management accreditation.

Please provide details of any BRE listings.

Warranty required

Life time guarantee for the photovoltaic panels: minimum 20 years.

Mounting frame and installation hard ware: minimum 20 years

Invertor: minimum 10 years

All other electrical components: minimum 20 years

Warranty details for all other work.

Payment schedule

Payment within 30 days from submission of invoice following satisfactory completion of work. The 30 days is open to negotiation. The contract is a fixed price. No additional payments will be made unless there is a significant variation to the contract agreed. Any changes for which additional payments will be sought shall be agreed, prior to the change being made, in writing by the client or nominated representative and the tenderer. Please specify the lead in time required to place an order ready for installation in March as detailed above.

Maintenance Contract

Details of maintenance contracts or options offered together with different options for the length of contract, a minimum of 5 years is required.

Selection of respondent

The decision of which respondent to select will take into account:

- Cost, discounts and value for money,
- Efficiency of the system,
- Access and maintenance,
- Ongoing support available
- Track record of the installer
- Timescales for installations.

We are not bound to award the tender to one or any proposal.

Information Required in Tender Returns

Configuration and additional weight of all the proposed equipment. Demonstration that this will not cause the roof to be overloaded even with wind loading	
Health and Safety policies and procedures including additional information required regarding asbestos	
Details of equipment supplied	
Detailed schedule of work	
Certification of equipment	
Competency Certifications	
Warranty details	
Maintenance options	
Costs and total price	

Committee Clerk

From: Christine Strain-Clark <chris@strain-clark.fsnet.co.uk>
Sent: 02 February 2015 09:39
To: Committee Clerk; Robin Stuchbury; Paul Hirons; Mike Smith; Derrick Isham; Andrew Mahi; Jon Harvey; Ruth Newell
Subject: Re: Town Centre Audit - for Environment Agenda 9th February - posting out 3rd February

Dear All

Area A (Hunter Street/Church Street) Cllrs. Strain-Clark and Stuchbury

Sorry I've been unable to do a complete job in time. My notes so far are mainly on lack of access!

Church Street

Twisted Chimney House – important listed building - paintwork and woodwork deteriorating

Outside number 11 – unsightly leaning lamppost still there

Top of Church Street leading up to Church - surface still appalling for any disabled person using a wheelchair trying to access the 'ramp'.

Church Hill – very damaged road surface almost immediately after exiting Church Street – again difficult with wheelchair

Manor Street – pavement has long been a car park. Fortunately traffic here very slow as pedestrians have to use the road.

Path through old churchyard looks nice but parts difficult for wheelchair or walker.

Hunter Street – from Manor Street - difficult to cross Hunter Street with wheelchair due to raised kerb on West side. Only lowered kerb here has a gully which catches wheelchair wheels.

Maybe can do more to table at the meeting if Peter recovers enough and the weather improves.

Regards

Christine

From: Committee Clerk <committeeclerk@buckingham-tc.gov.uk>

Organization: Buckingham Town Council

Date: Monday, 26 January 2015 12:55

To: Christine Strain-Clark <chris@strain-clark.fsnet.co.uk>, Robin Stuchbury <rstuchbury@buckscc.gov.uk>, Paul Hirons <phi010@btinternet.com>, "mns47@tiscali.co.uk" <mns47@tiscali.co.uk>, Derrick Isham <disham710@gmail.com>, Andrew Mahi <andrew.mahi@btopenworld.com>, Jon Harvey <JonHarvey2014@gmail.com>, "ruth.newell@tiscali.co.uk" <ruth.newell@tiscali.co.uk>

Subject: Town Centre Audit - for Environment Agenda 9th February - posting out 3rd February

Dear All

I am preparing the draft agenda for the next Environment committee meeting and note the action below. Could you let me have your submissions please to add to the agenda.

Thank you

583/14 Town Centre Audit

A map of the town centre divided into 4 areas had been circulated with the agenda. Councillors volunteered as follows:

Area A (Hunter Street/Church Street) Cllrs. Strain-Clark and Stuchbury

Area B (Nelson St./Castle St./Well St.) Cllr. Hirons and Smith

Area C (West St./Bridge St./Market Sq.) Cllrs. Isham and Mahi

Area D (Market Hill/High St, and shops) Cllrs. Harvey and Newell

The results of the first audit round should be submitted to the office by the end of January to be collated in time for the next meeting agenda.

ACTION NAMED COUNCILLORS

Regards,
Claire

Claire Bolton
Committee Clerk
Buckingham Town Council
The Buckingham Centre
Verney Close
Buckingham
MK18 1JP

My usual working days are Monday, Tuesday and Wednesday

<u>Street</u>	<u>Location</u>	<u>Area B (South) Audit Issue</u>
Well Street	Outside Chapmans shop	Do we need both a sign prohibiting over 7.5 tonne trucks and one saying unsuitable for HGV's ?
	Shop at 1 Well Street	2 small trees in pots & A board on pavement
	Busiprint & Advertiser buildings	Several high level brackets protruding into street (old pub sign brackets?)
	Left had side of Davey's	Wire with 2 layers of insulation peeling off
	Road opp. No. 6	Pot Hole
	South side by No 6	Drain gully proud of paving
	Kimberly House garden wall	Broken paving by wall
	Outside 19 - 40	Pavement actually blocked by parked cars
	Before No 26 South side	Big step on pavement to drive
	In road outside No 28	Potholes in road
	At junction with Church St	Large pothole
Brooks Court	Corner with Well Street	Road sign standard with no sign.
	General	Very well kept
Victoria Row	Footpath leading from Well Street	Cement footpath needs resurfacing (breaking up in many places)
Church Street	Between Cuttern Elm & Church Gat	Both footpaths obstructed by bushes
Elm Street	All	Badly broken & frost damaged road surface
	20 (Or 13 Well Street)	Unclipped TV wire bent out from house
Ford Street (North of River)	Footpath just before bridge	Several small potholes in pavement
	Outside garage entrance	Large pothole
	Railings leading to bridge	Black paint needs repainting

BUCKINGHAM AUDIT AREAS		
STREET	LOCATION	ISSUE
Area B (part - balance undertaken by Paul Hirons)		
Castle Street	Throughout Against No 7	Very worn and wide yellow lines (conservation area) Road Closed sign left there
Castle Court		No problems noted
Nelson Street	Outside No 5A Nelson Street Restaurant Outside No 57 Adjacent to Cuttern Elm Entrance to Nelson Court (rear) Entrance to Brightwater House	Bins obstructing pavement Small potholes in road(which can only get worse) Redundant notice high on telegraph pole Disintegrating pavement surface Disintegrating road surface Disintegrating road surface
School Lane	Outside No 2 Outside 7a and 7b Outside 1 and 2 The Moorings Nelson Street corner	Deteriorating road surface Bins obstructing pavement Bins obstructing pavement Deteriorating pavement
St Rumbolds Lane	Nelson Street junction Entire length Entire length Outside No 4 Outside Dawson House	Road surface disintegrating around drain Road surface now very poor, particularly at lower end Very poor and uneven pavement Bins obstructing pavement Bins obstructing pavement
Bristle Hill	Entire length	Disintegrating road surface (particularly at Nelson Street end)
Other things noted		
Hunter Street	Opposite old graveyard	trip hazard - missing inspection plate
West Street	From Russel & Butler, north	new wide double yellow lines (in onservation area)

BUCKINGHAM AUDIT AREAS - January 2015 - Ruth Newell	
Area D Ruth Newell (part - balance undertaken by Jon Harvey)	
STREET	LOCATION
Market Hill (M&Co to Kings Head)	Flower tubs unevenly spaced
ISSUE	Allows vehicle access to bull ring, need to enforce with market trader
High Street	Outside Meadow Row entrance
	Outside Clay's gate
	Road to PO sorting office
	Pavement from Barclays to Lloyds Bank
	White Hart
	White Hart
	Road down to Markham court
	Outside Bartletts tea room
	Paving alongside Old Gaol lay by
	Double lines opposite bus station
	Patch of grass opposite BCS
	Outside China Cottage
	Bus Station
	New dark green litter bins
North End Square	Shrub bed outside North end court with canon
	Shrub bed outside North end court with canon
Stratford Road	outside numbers 20-22, oppos BP garage
	Opposite Wharf House
	Tarmas road by BCS
	Bromley
Paynes Court	All OK
Toombs Yard	All OK
Cecils Yard	All OK
	Big puddle in pavement
	Uneven around the square yellow gas plate
	Trench sunk giving uneven surface on pavement area
	Very uneven a patchwork quilt of old trenches needs resurfacing
	Parking sign at a 30 degree angle
	Window frame rotting an paint peeling
	Private but huge pothole
	Gutter washed straight onto cobbles and has washed away cobbles and soil away
	Cracked badly form card driving over it
	Taxis park on double yellow lines
	Mud path across the grass either reseed or tarmac
	Taxi 1932 parked on double yellow lines blocks view form Cornwall's Meadow junction
	Wonderful to see the new shelter full of people
	Look terrific
	Lots of little
	Water hydrant sign with please do not park, knocked flat on ground
	Posts have much improved car parking on grass verge, but still driving up from left hand side - another post needed?
	Pavement very uneven needs resurfacing
	Uneven old trench
	Wonderful to see it being renovated, been an eye sore for years!

Committee Clerk

From: Ruth Newell <ruth.newell@tiscali.co.uk>
Sent: 31 January 2015 10:08
To: Mike Smith; Committee Clerk
Subject: For the BCWP item on Environment Agenda please - Maids Moreton Avenue Woodland - Access ideas

FYI

Kind regards, Ruth

From: Jane Butcher
Sent: Thursday, January 15, 2015 3:01 PM
To: Ruth Newell
Cc: Becky Ellers
Subject: Re: Fw: Maids Moreton Avenue Woodland - Access ideas

Dear Ruth

Thank you for your email and I apologise for the delay in responding.

I have passed your email directly to Joyce Rance at County as, at the end of the day, it is County's land and they will have the final say as to whether any changes can go ahead.

I have asked Joyce to come back to you once she has had time to look at the proposals.

Kind regards

Jane Butcher
Administrator
Buckingham Primary School
01280 812864 ext 205

On 11 January 2015 at 22:34, Ruth Newell <ruth.newell@tiscali.co.uk> wrote:

Dear Jane and Becky,

Please find attached email from Ian Hopcraft suggesting alternative options for the fence that retain the fenced forest school area, whilst at the same time increasing the public access side of the Avenue.

I'd be very grateful if the school could consider the various options and could get back to me with the possibilities so that I can seek BCC agreement and then funding.

Kind regards, Ruth

Clr Ruth Newell
Chair, Buckingham Community Wildlife Project

From: Hopcraft, Ian

Sent: Tuesday, December 16, 2014 10:59 AM

To: 'Ruth Newell'

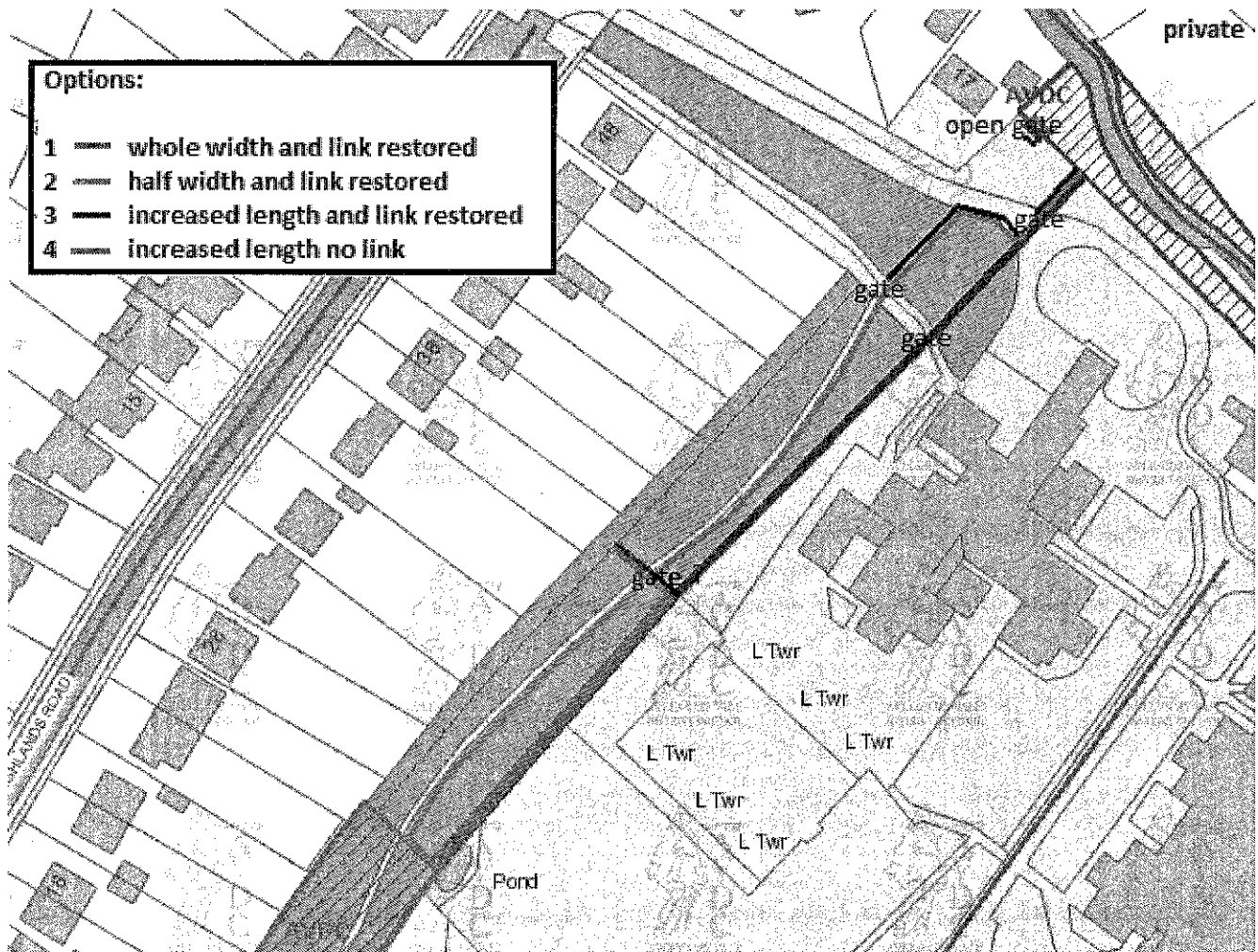
Cc: Garnett, Richard ; Houston, Joe ; richard.pearce@forestry.gsi.gov.uk

Subject: RE: Maids Moreton Avenue Woodland - Access ideas

Dear Ruth Newell,

We definitely want to support any progress with restoring the historic woodland walk. The plan below shows some options which I think AVDC will support. Linking the green space of Maids Moreton Avenue with Watchcroft Drive/Hilltop would be a big improvement in our eyes. Hopefully one day, 106 money may become available for a spectacular improvement but in the meantime, further incremental progress is also very welcome.

The options below are in order of preference from AVDCs view point (variants of these can be imagined).



Sketch 1

The school's requirements are reasonable and perhaps the ideas below should be considered:

money spent on the trees – AVDC receive a grant from the Forestry Commission for our woodland management – would the school benefit from joining in this? Could Maids Moreton Avenue Conservation group be asked to assist with works?

appointed teacher to do forest schools – the school may already be in touch with the Forestry Commission regarding this but if not it may be something they could support.

wants area free of dog faeces – I'd like to extend this to the whole avenue but guess that closed fences are the only practical means. Maybe more signage would help if areas are open to dog owners.

Ian Hopcraft, AVDC tree officer,
Green Spaces Team,
Leisure Services
AVDC, The Gateway, Gatehouse Road,

Aylesbury, HP19 8FF
TEL 01296 585368

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2013.0.3495 / Virus Database: 4257/8928 - Release Date: 01/14/15

Notes from a meeting of the Buckingham Community Wildlife Project Steering Group held on 15th December 2014 in the Town Council Chamber.

Present:

Ruth Newell in the chair	Buckingham Town Council
Athina Beckett	Buckingham Canal Society
Ted Farmer	Buckingham Society
Derrick Isham	Buckingham Town Council
Jenny Manning	Railway Walk Conservation Group
Bill Truscott	Maids Moreton Avenue Conservation Group

1. **Apologies:** Terry Bloomfield, Matt Dodds, Lee Phillips.
2. Ruth agreed to take notes.
3. **Notes of Meeting** held on 2 June 2014, were agreed as a correct record.
4. **Matters Arising** from previous meeting

Maids Moreton Avenue: Ruth and the Town Clerk had met with the Headteacher at Buckingham Primary to seek the school's current proposals for the site, as to date they had supported the move of the fence to retain the original width of the Avenue. The Headteacher went through the current situation, the school had paid for tree works and had a teacher who led forest schools, they wanted the area to be free of dog faeces, and the infants play area was close to the fence, so they want a gap between that and the school's perimeter fence. The school did want to work with the community and governors would be meeting that evening.

Ruth asked whether there could be a compromise with the fence being moved between where it currently was, and the original boundary to the Avenue.

The Headteacher would check with governors and then Ruth would seek advice from Ian Hopcroft about where the fence could be placed without damaging any of the trees.

Ruth and Bill informed the group about a meeting they had had with the Paul Roberts, scheme delivery, who was dealing with the footpath / cycleway improvement from Highlands Road to Stratford Road, with section 106 funding from the Moreton Road development, and Bill had showed the officer the wet patches. Mr Roberts explained the planned works with the french drain and the construction of the path with road scrapings, together with the tree works that were needed to make it accessible and wide enough for the path. Ted added that there had long been problems with wet patches due to springs and that Anglian Water had rebuilt 2 x 9 inch pipes that had been leaking.

5. **Buckingham Railway Walk Conservation Group** – Jenny thanked the Town Council for paying the insurance for the group and tools. The group enjoys meeting each month, and are keeping a steady group of volunteers.
The group had informed the Town Council that the fence around the pond needed repairing and trees needed cutting down and Lee Phillips had organised for the work to be done.
6. **Maids Moreton Avenue Conservation Group update** - Bill reported that there was a new TPO to replace the old TPO. It covered the whole area, and although a slightly smaller area it covers all the trees, including some around the school, rather than on specific trees. The group still met monthly with 3 stalwarts who had done tidying up, as

that was what was required and there were quite complicated reasons as to why activities had not happened as planned, due to odd weather – i.e. seed event planned for September but there were no seeds.

Bill felt it could be more cost effective if their group came under the Railway Walk groups insurance? Jenny and Bill would look into this. The group would love to have more people. They meet on the third Saturday of month at 10am at the Page Hill Avenue entrance. **Ruth offered to get it in to the Spire Town and Gown events.** The Railway Walk group found facebook helpful for publicity.

7. **Bourton Park and Heartlands** – No report from Lee who was absent.

8. **Buckingham Canal Society** - Athina reported that the liner had to be replaced and would be installed between January and March next year. The coir matting with planting in it, had been saved with the assistance of community pay back, and would be put back with the new lining and 4000 aquatic plants would go back in. Volunteer help was welcomed, **Ruth to add this to Spire 'Town and Gown'** – the Canal Society meets the second Sunday of the month and alternate Thursdays from 10am to 3pm, at 4 different sites, and need to telephone Athina to check where?

Bourton Meadow Academy wanted to get involved with volunteering for the Canal Society. Bill suggested that the Town Council's newsletter could include the Canal Society update to pick up volunteers for the planting and then the Maids Moreton Conservation group article could go in the following one. **Ruth to send details to Athina.**

9. **Buckingham Society**

Ted asked for an update on the replacement story boards in Maids Moreton Avenue and Chandos Park to be improved and replaced. The Buckingham Society was concerned with rubble that was still behind 13 High Street. Ted thanked Ruth for chasing up AVDC who had moved 49 tonnes at a cost of £8000, but they were no longer concerned as there was no rat problem. BCC was responsible for landfill and had asked the pub owners to remove the trade waste. **Ruth agreed to chase.**

Ted informed the group that he had stood down from being the Green Spaces coordinator for the Buckingham Society but the new Chair, Roger Edwards was happy for him to continue on this group. Members thanked Ted for continuing on the committee.

10. **Wildlife update from Matt Dodds**

Matt was not present, but had sent in the following report :-

Due to changes in the way we have to work now – an onus on income generation by working for other organisations – and due to staff reductions we can no longer check the Mink rafts on the river great Ouse at Water Stratford and into Buckingham. We have therefore arranged to pass our trap checking programme over to local landowner George Eaton and BBOWT. We wrote an article in AV Times asking for volunteer help to take over trap checking and these respondents will now be managed by BBOWT and George. The population is thankfully still in good health and we are hopeful that the volunteers will be able to continue to monitor this population and keep Mink numbers down. Otters of course will also help to reduce Mink numbers and they continue to be regularly seen at Bourton Park. We met with the developer looking to develop the site by the cricket club to inform them of biodiversity constraints but also specifically the Otter holt. This application is still being considered.

11. **Date and time of next meeting - Monday 30 March 2014 at 6pm**

Ruth thanked all for attending and for all the work they were doing to benefit the wildlife in Buckingham, and wished them a Happy Christmas. Mince pies were shared.

RDN 15.12.14