



# BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, THE BUCKINGHAM CENTRE,  
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Town Clerk: Mr C. P. Wayman

Tuesday, 21 June 2016

Councillors,

You are summoned to a meeting of the Full Council of Buckingham Town Council to be held on **Monday 27<sup>th</sup> June 2016 at 7pm** in the Council Chamber, Cornwalls Meadow, Buckingham.

Mr C. P. Wayman  
Town Clerk

Please note that the Full Council will be preceded by a Public Session in accordance with Standing Order 1.3, which will last for a maximum of 15 minutes.

## AGENDA

### 1. Apologies for Absence

Members are asked to receive apologies from members.

### 2. Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.

### 3. Minutes

To receive the minutes and confirm the recommendations therein of the Full Council Meeting held on Monday 9<sup>th</sup> May 2016.

**Copy previously circulated BTC/03/16**

### 4. Interim Minutes

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 6<sup>th</sup> June 2016.

**Circulated with this agenda IM/01/16**

### 5. Planning Committee

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

- Monday 25<sup>th</sup> April 2016

**Copy previously circulated PL/15/15**

Discussed and **RECOMMENDED** to Full Council that the information board at Hunter St Churchyard be re-instated.

- Monday 16<sup>th</sup> May 2016

**Copy previously circulated PL/01/16**

Proposed by Cllr Harvey, seconded by Cllr Stuchbury and **RECOMMENDED** to Full Council that through the Town Action Commission, the Town Council bring together various groups within the town to have formal discussion on the subject.

Buckingham



LOCAL COUNCIL  
AWARD SCHEME  
QUALITY GOLD



Twinned with Mouvaux, France

To establish a Town Action Commission with a focus on maintain, enhancing and preserving trees and hedgerows within the town.

- Monday 6<sup>th</sup> June 2016

Copy Previously circulated PL/02/16

## 6. Recommendation from Planning 21/3/16

Proposed by Cllr. Smith, seconded by Cllr. Hiron, and **RECOMMENDED** that this Council decline the offer to join with the other Councils named and Mr. Homer to formulate a strategic plan as described.

*Members are advised the above recommendation was missed from the last Full Council agenda in May.*

*Town Clerk's response - My advice to accompany the recommendation is that a strategic approach is taken with the other settlements and that at least an initial meeting is held to ascertain the position of the other areas.*

## 7. Environment Committee

To receive the minutes and confirm the recommendations therein of the Environment Committee meeting held on Monday 31<sup>st</sup> May 2016.

Version 2 circulated with this agenda E/01/16

## 8. Town Centre and Events Committee

To receive the minutes and confirm the recommendations therein of the Town Centre and Events Committee meetings held on Monday 23<sup>rd</sup> May 2016.

Copy previously circulated TCE/01/16

## 9. Resources Committee

To receive the minutes and confirm the recommendations therein of the Resources Committee meeting held on Monday 13<sup>th</sup> June 2016.

Circulated with this agenda R/01/16

**RECOMMENDED** to Full Council that each Councillor should have a maximum 5 minutes per report on matters that impact Buckingham, under Full Council item 'To receive reports from District and County Councillors'

## 10. Motion – Cllr Stuchbury

To propose that Buckingham Town Council become a friend of Buckingham library and agree a contribution to the library; to appoint a Member of the council to Friends of Buckingham library group to attend their meetings and report back to the Town Council.

## 11. Action List

To receive the list and discuss any actions arising

Appendix A

## 12. Annual return for the year ended 31<sup>st</sup> March 2016

To agree and sign the return

Appendix B

## 13. (98/16) Disabledgo

To receive a written report from Cllr Strain-Clark

Appendix C

## 14. (93/16&902/15) Town Action Commission – preservation of trees in Buckingham

Action point via Environment Committee 31<sup>st</sup> May 2016:

93.1 To choose two members to take a lead on the Town Action Commission regarding the preservation of trees in Buckingham.

93.2 Cllr Strain Clarke indicated that she could take on a small role in this project.

93.3 Cllr. Harvey reiterated the point of the Town Action Commission. It is about drawing together a report that could then go out to other organisations. The aim of the Town Action Commission is to involve the public in working alongside Councillors. It's about encouraging people to be involved in a public effort to make a difference in the town.

93.4 Discussions continued over the sort of person who might be suited to leading it. But a decision couldn't be reached on a suitable candidate(s)

93.5 **Proposed** by Cllr. Smith and **AGREED** by Members that this should go back to Full Council for further discussion.

To discuss the project further and agree suitable candidates

## 15. Mayor's Reception

To discuss the format of the reception and consider the following suggestions:

- (a) At the start, before Councillors process in, the Town Crier also ask for guests to be upstanding (the Mace Bearer role is traditionally silent, and it is a bit of an anachronism that s/he be required to speak on this occasion)
- (b) The event have a Master of Ceremonies (MC) - maybe the Town Clerk or the Town Crier (with his volume turned down)
- (c) The MC announce speakers in turn, and say what's going on (eg the Mayor's Declaration of acceptance etc)
- (d) Mayor robing and all awards etc take place in front of the regalia table, so everyone can see
- (e) That at the end of the formal business, guests be clearly advised of the buffet tables, and someone (the MC?) remain to direct them once Councillors had processed out.

## 16. Moretonville Junior Football Club

To receive and discuss an email requesting support

**Appendix D**

## 17. Cabinet Members Reports Bucks County Council

To note questions raised by Buckingham Members and responses received

**Appendix E**

## 18. (117/16 Planning)BALC response

To receive advice reference temporary leave of absence for Chairman

**Appendix F**

## 19. Correspondence

19.1 To receive an email from Mr Boileau, Royal Latin School

**Appendix G**

19.2 To note a letter from BALC

**Appendix H**

## 20. To receive reports from District and County Councillors

## 21. Reports from Representatives on Outside Bodies

Members are asked to note the reports listed below:

21.1 Minutes of the Community Centre Management Committee held on 21/01/2016 **Appendix I**

21.2 Minutes of the Buckingham Twinning Association held on 4/5/2016 **Appendix J**

21.3 Minutes of the Access for All meeting held on 9/5/2016 **Appendix K**

21.4 Minutes of Destination Buckingham Group held on 14/06/2016 **Appendix L**

## 22. Mayoral Engagements

To receive a list of events attended by the Mayor and Deputy Mayor.

Functions the Mayor has attended:

24/04/2016 - Buckingham & Winslow Scouts St.George's day Event

10/05/2016 - Inauguration of the Mayor of Banbury

25/05/2016 - Buckingham Fire Strn. / Buckingham school awards

27/05/2016 - YC2/Rotary Inspirational day judging at Buckingham School

09/05/2016 - RAF Halton

11/05/2016 - Kite flying event at Buckingham Primary School

11/05/2016 - Moretonville Junior Football Club presentation day

12/05/2016 - HM the Queens 90th birthday Church service & picnic at St.Peter's and St. Paul's Church

14/05/2016 - Fringe Event at Radcliffe Centre

**23. News Releases**

**24. Chair's Announcements**

**25. Date of the next meeting:**

Interim Council – Monday 25<sup>th</sup> July 2016  
Full Council - Monday 15th August 2016

## ACTION LIST

## FULL COUNCIL, INTERIM COUNCIL &amp; EXTRAORDINARY MEETINGS

Subject	Meeting date/ Minute	Form	Response received
Toilets	220/14	DTC & TC to arrange for the construction	NHB has been confirmed, awaiting signed lease
Community Centre Lease	393/14 716/15	Draw up funding Plan for Community Centre	Approach Aylesbury Vale Estates to negotiate – awaiting response
Cycling Signage	643/14	Work with BCC and other parishes – discuss with Canal Society and BCC cycling route	Awaiting initial work to start on Buckingham-Winslow May meeting scheduled
Buckingham Partnership	191/15 710/15	To call a meeting	
AVDC Devolved	310/15	To write to AVDC to take on services	Holding letter received
CCTV	432/15 710/15	Purchase new CCTV system	Talking with company over a compatible system to existing
MKCCG Consultation	541/15	Contact MKCCG, Health Watch, Ayle Vale CCG	Meeting being arranged
Broadband – lace hill	553/15 710/15	Write to J Bercow ref issues at new development	
Community Land Trust	712/15	Procced with membership and advertising for local interest	
Acts of Random kindness	833/15	Suggested plan for collection and action of boxes	Initial box in library
Moreton Rd toilets	837/15	Prepare report for costs of keeping facility open	
Chamber	840/15	Propose solutions for better use of chamber, re-jig space/office	
Mayor Admin support	841/15	Report to Resources	

# Local Councils, Internal Drainage Boards and other Smaller Authorities in England

## Annual return for the year ended 31 March 2016

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Every smaller authority in England with an annual turnover of £6.5 million or less must complete an annual return at the end of each financial year in accordance with proper practices summarising its activities. In this annual return the term 'smaller authority'\* includes a Parish Meeting, a Parish Council, a Town Council and an Internal Drainage Board.

### The annual return on pages 2 to 4 is made up of three sections:

- Sections 1 and 2 are completed by the smaller authority. Smaller authorities must approve Section 1 before Section 2.
- Section 3 is completed by the external auditor.

In addition, the **internal audit report** is completed by the smaller authority's internal audit provider.

Each smaller authority must approve Sections 1 and 2 of this annual return no later than 30 June 2016.

### Completing your annual return

Guidance notes, including a completion checklist, are provided on page 6 and at relevant points in the annual return.

Complete all highlighted sections. Do not leave any highlighted box blank. Incomplete or incorrect returns require additional external auditor work and may incur additional costs.

Send the annual return, together with the bank reconciliation as at 31 March 2016, an explanation of any significant year on year variances in the accounting statements, **your notification of the commencement date of the period for the exercise of public rights** and any additional information requested, to your external auditor by the due date.

**Your external auditor will ask for any additional documents needed for their work. Unless requested, do not send any original financial records to the external auditor.**

Once the external auditor has completed their work, certified annual returns will be returned to the smaller authority for publication or public display of Sections 1, 2 and 3. You must publish or display the annual return, including the external auditor's report, by 30 September 2016.

It should not be necessary for you to contact the external auditor for guidance.

More guidance on completing this annual return is available in the Practitioners' Guides that can be downloaded from [www.nalc.gov.uk](http://www.nalc.gov.uk) or from [www.slcc.co.uk](http://www.slcc.co.uk) or from [www.ada.org.uk](http://www.ada.org.uk)

\*for a complete list of bodies that may be smaller authorities refer to schedule 2 to Local Audit and Accountability Act 2014

# Section 1 – Annual governance statement 2015/16

We acknowledge as the members of:

Enter name of  
smaller authority here:

BUCKINGHAM TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2016, that:

	Agreed		'Yes' means that this smaller authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	✓		has only done what it has the legal power to do and has complied with proper practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	NA
			✓
			has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by this smaller authority and recorded as minute reference:

\_\_\_\_\_ dated \_\_\_\_\_

Signed by:

Chair \_\_\_\_\_

dated \_\_\_\_\_

Signed by:

Clerk \_\_\_\_\_

dated \_\_\_\_\_

\*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

# Section 2 – Accounting statements 2015/16 for

Enter name of smaller authority here:

BUCKINGHAM TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2015 £	31 March 2016 £	
1. Balances brought forward	504843	499798	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	527259	565193	Total amount of precept or (for IDBs) rates and levies received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	165041	161922	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	259249	274383	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	4702	4702	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	433394	647041	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	499798	300787	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	488836	287741	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
9. Total fixed assets plus long term investments and assets	2487489	4493268	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the smaller authority as at 31 March
10. Total borrowings	63454	60621	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

I certify that for the year ended 31 March 2016 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Date

I confirm that these accounting statements were approved by this smaller authority on this date:

and recorded as minute reference:

Signed by Chair of the meeting approving these accounting statements.

Date



## Section 3 – External auditor certificate and report 2015/16 Certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2016 in respect of:

Enter name of  
smaller authority here:

BUCKINGHAM TOWN COUNCIL

### Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2016; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

### External auditor report

(Except for the matters reported below)\* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (\*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

(continue on a separate sheet if required)

External auditor signature

External auditor name

Date

Note: The NAO issued guidance applicable to external auditors' work on 2015/16 accounts in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))

# Annual internal audit report 2015/16 to

Enter name of smaller authority here:

**BUCKINGHAM TOWN COUNCIL**

This smaller authority's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2016.

Internal audit has been carried out in accordance with this smaller authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this smaller authority.

Internal control objective	Agreed? Please choose only one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been kept properly throughout the year.	Yes		
B. This smaller authority met its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	Yes		
C. This smaller authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	Yes		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	Yes		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	Yes		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	Yes		
G. Salaries to employees and allowances to members were paid in accordance with this smaller authority's approvals, and PAYE and NI requirements were properly applied.	Yes		
H. Asset and investments registers were complete and accurate and properly maintained.	Yes		
I. Periodic and year-end bank account reconciliations were properly carried out.	Yes		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	Yes		

K. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			N/A

For any other risk areas identified by this smaller authority adequate controls existed (list any other risk areas below or on separate sheets if needed)

Name of person who carried out the internal audit **PHILIP HOOD F.M.A.A.T**

Signature of person who carried out the internal audit  Date **10/05/2016**

\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).  
 \*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, internal audit must explain why not (add separate sheets if needed).

# Guidance notes on completing the 2015/16 annual return

1. You must apply proper practices for preparing this annual return. Proper practices are found in the Practitioners' Guide\* which is updated from time to time and contains everything you should need to prepare successfully for your financial year-end and the subsequent work by the auditor. NALC, SLCC and ADA have helplines if you want to talk through any problem you encounter.
2. Make sure that your annual return is complete (i.e. no empty highlighted boxes), and is properly signed and dated. Avoid making amendments to the completed return. Any amendments must be approved by the smaller authority, properly initialled and explanation provided. Annual returns containing unapproved or unexplained amendments will be returned and may incur additional costs. **Smaller authorities must approve the annual governance statement before approving the accounts.**
3. Use the checklist provided below. Use a second pair of eyes, perhaps a Councillor or Board Member, to review the annual return for completeness before sending it to the external auditor.
4. Do not send the external auditor any information not specifically asked for. Doing so is not helpful. However, you must tell the external auditor about any change of Clerk, Responsible Finance Officer or Chair.
5. Make sure that the copy of the bank reconciliation which you send to your external auditor with the annual return covers all your bank accounts. If your smaller authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree your bank reconciliation to Box 8 on the accounting statements (**Section 2 on page 3**). You must provide an explanation for any difference between Box 7 and Box 8. More help on bank reconciliation is available in the Practitioners' Guide\*.
6. Explain fully significant variances in the accounting statements on **page 3**. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete analysis to support your explanation. There are a number of examples provided in the Practitioners' Guide\* to assist you.
7. If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or you do not fully explain variances, this may incur additional costs for which the auditor will make a charge. **From 2016 onwards, you must inform the auditor of the date set for the commencement of the period for the exercise of public rights.**
8. Make sure that your accounting statements add up and the balance carried forward from the previous year (Box 7 of 2015) equals the balance brought forward in the current year (Box 1 of 2016).
9. Do not complete Section 3 which is reserved for the external auditor.

Completion checklist – 'No' answers mean you may not have met requirements		Done?
All sections	All highlighted boxes have been completed?	
	All additional information requested, <b>including the dates set for the period for the exercise of public rights</b> , has been provided for the external auditor?	
Section 1	For any statement to which the response is 'no', an explanation is provided?	
Section 2	Smaller authority approval of the accounting statements is confirmed by the signature of the Chair of the approval meeting?	
	An explanation of significant variations from last year to this year is provided?	
	Bank reconciliation as at 31 March 2016 agreed to Box 8?	
	An explanation of any difference between Box 7 and Box 8 is provided?	
Sections 1 and 2	Trust funds – all disclosures made if a Council is a sole managing trustee? NB: Do not send trust accounting statements unless requested.	
Internal Audit report	All highlighted boxes completed by internal audit and explanations provided?	

\*Note: Practitioners' Guides are available from your local NALC, SLCC or ADA representatives or from [www.nalc.gov.uk](http://www.nalc.gov.uk) or [www.slcc.co.uk](http://www.slcc.co.uk) or [www.ada.org.uk](http://www.ada.org.uk).

**Committee Clerk**

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**From:** Christine Strain-Clark <chris@strain-clark.fsnet.co.uk>  
**Sent:** 17 June 2016 19:04  
**To:** Claire Carter  
**Cc:** Katharine McElligott  
**Subject:** FW: Buckingham and DisabledGo  
**Attachments:** Buckingham Report 06.6.16.doc; Buckingham venues surveyed 27.05.16[1].xlsx

Hi Claire

Here is my report on DisabledGo for FC on 20th June (Environment Min.98/16).

(Please include the email chain below, also the attached Buckingham report and Buckingham venues spreadsheet)

Report on DisabledGo to Full Council on Monday 27<sup>th</sup> June

The current situation with DisabledGo:-

On Monday 13<sup>th</sup> June we received an email from Elissa Turnbull, Head of Partnerships at DisabledGo and our former contact, informing us that she was leaving DisabledGo and that her last working day for the company would be the following day, i.e. Tuesday 14<sup>th</sup> June.

Our temporary contact until Elissa's replacement is appointed is Anna Nelson (Borthwick).

On 3<sup>rd</sup> June we had received an update from Elissa on the progress of the Buckingham survey, which I circulated to the town council at the time, but attach it to this report for completeness.

I have now begun to liaise with Anna Nelson, and the relevant email chain and reports are attached. Councillors may have other questions and suggestions.

Buckingham Access for All are very keen to spend the money received from the County Councils Community Leaders fund, to further raise the profile of access issues around the town but have delayed producing their own leaflet until the DisabledGo initial survey is complete. The stickers Anna mentions could give us an immediate way forward.

Cllr Christine Strain-Clark

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**From:** "Anna Nelson (Borthwick)" <anna.nelson@disabledgo.com>  
**Date:** Thursday, 16 June 2016 15:37  
**To:** Christine Strain-Clark <chris@strain-clark.fsnet.co.uk>  
**Cc:** Clair Pudaruth <clairpudaruth@aol.com>, Russell John <rumaizen@talktalk.net>, Edward Grimsdale <edgrimsdale@gmail.com>, "mns47@tiscali.co.uk" <mns47@tiscali.co.uk>, town council buckingham <office@buckingham-tc.gov.uk>, Dean Eales <dean.eales@disabledgo.com>, Frank Halloran <frank.halloran@disabledgo.com>, Richard Beaty <richard.beaty@disabledgo.com>  
**Subject:** RE: Buckingham and DisabledGo

Hi Christine

Many thanks for your email and all your help with this project to date. I am very happy to help with any queries you or colleagues may have and can confirm that Elissa leaving us will not have an impact on the delivery of the project for Buckingham.

The surveyors are back next week and have 5 venues to survey before the project is complete. My understanding is that Elissa agreed with you to add some pharmacies. I will keep you posted on how we get on as we often need some input from the CCG to get these surveyed. I have attached above a snapshot report from 6<sup>th</sup> June.

I have checked over our files and I can find correspondence around the work experience, but not confirmation that there was anyone put forward. Clair, if you could come back to me with details I am sure we can get something organised.

In terms of stickers these are something we produce, but not for everywhere as yet. I would be very happy to work on this with you to get some designed and printed, but there would be an additional cost, so if you know of someone locally you may find they are cheaper than our supplier. If it is of interest I could send a 'mock up' over of what they typically look like.

I am taking a rare day's leave tomorrow but am around all next week if there is anything you would like to chat through, my mobile number is below. I am currently talking to Buckinghamshire Healthcare NHS Trust regarding our work and my colleague Dean is in discussions with the county council, so it really looks like Buckingham Town Council have led the way and inspired others.

Look forward to working with you.

Very best wishes  
Anna

**Anna Nelson (Borthwick)**

**Executive Director**

**Mobile:**  
07736 327546  
**Office:**  
01438 842710

Unit 7, Arlington Court, Arlington Business Park, Stevenage, SG1 2FS



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**From:** Christine Strain-Clark [<mailto:chris@strain-clark.fsnet.co.uk>]  
**Sent:** 16 June 2016 14:06  
**To:** Anna Nelson (Borthwick)  
**Cc:** Clair Pudaruth; Russell John; Edward Grimsdale; [mns47@tiscali.co.uk](mailto:mns47@tiscali.co.uk)  
**Subject:** Buckingham and DisabledGo

Hello Anna

At Buckingham we were surprised and alarmed at the short notice we received about Elissa's departure from DisabledGo. I believe you are our temporary contact until Elissa is replaced as Head of Partnership, so I hope you won't mind answering a few questions.

First I understand DisabledGo surveyors are due back in Buckingham next week, i.e. week beginning 20th June. Have you any information about the premises they will be visiting, and how many premises will still need surveying this year? Is there still any input required from us?

Secondly one of our Access for All members approached Elissa back in the launch during the spring and offered to be one of the team surveying Buckingham. Clair Pudaruth is willing and eager to be trained for this task, and it would be so helpful to have a local person involved, but she has heard nothing. Please can she be contacted, as she still hopes to be involved. Her email is [clairpudaruth.aol.com](mailto:clairpudaruth.aol.com).

Thirdly we are still waiting for a definitive answer as to whether DisabledGo still produces stickers as they did in the past, so that premises surveyed can advertise their participation on their own windows as well as in the survey/website.

Finally have you any idea of the timescale for the appointment of Elissa's replacement, and how this will affect the timetable for Buckingham's appearance on your Website?

Thank you in advance for your help

Christine Strain-Clark

Buckingham Town Councillor

Secretary for Buckingham Access for All



Providing independence and choice

## DisabledGo Project Status Report

**Project name:** Buckingham Town Council

**Project Requirements:** 32 Detailed Access Guides  
32 Key Access Review

**Completed:** 28 Detailed Access Guides  
34 Key Access Review

### Current Non Reviews:

Buckingham AFC	nobody available to open venue.
Buckingham Fort	do not want to be included
Cheng Du	do not want to be included
China Cottage Café	do not want to be included
Dipalee Tandoori	do not want to be included
Eamayl	do not want to be included

**Required Venues:** *Working from supplied list*

### Comments:

**We are attempting to revisit and include**

Villiers Hotel  
Villiers Ballroom  
The Centre  
The Radcliffe Centre  
Bourton Mill Health Centre

### Notes - Key Access Reviews, Detailed Access Guides, Required Venues and Non Reviews

On the Disabled Go Website there are three types of entry – **Key Access Reviews, Detailed Access Guides and Route Plans.**

**Key Access Reviews** show full address details and a series of icons that appear on the Website and indicate how accessible the premises or service is. Typically these venues are shops or small service providers.

**Detailed Access Guides** have **all the above information** but we also collect around 400 additional pieces of information in order to create a single "Detailed Access Guide". Typically these venues will be Sports Centres, Hotels, restaurants or Council Premises.

**Route Plans** describe the journey between fixed points. These guides give very detailed access information on road crossings, pavement surfaces/gradients, dropped kerbs, tactile paving etc

**Required Venues** are venues that you have asked us to include or that has been requested at a community consultation.

**Non Reviews** are recorded when we have visited but been unable to conduct research perhaps because the venue was too busy, or closed or because we were refused (most unusual). This number fluctuates as the project progresses as we revisit Non Review venues at least twice.



Venue	Type	Done?
Best Western Hotel on by-pass	DAG	Surveyed
Bourton Park	DAG	Surveyed
Buckingham Adult Learning Centre	DAG	Surveyed
Buckingham Circular Walk	DAG	Surveyed
Buckingham Garden Centre	DAG	Surveyed
Buckingham Golf Club	DAG	Surveyed
Buckingham Library	DAG	Surveyed
Buckingham Opportunities Centre	DAG	Surveyed
Buckingham Tennis Club	DAG	Surveyed
Buckingham Town Cricket & Sports Club	DAG	Surveyed
Buckingham Youth Centre	DAG	Surveyed
Chantry Chapel. National Trust	DAG	Surveyed
Community Centre	DAG	Surveyed
Fireside Bistro	DAG	Surveyed
Gelateria Gizzeria	DAG	Surveyed
Lace Hill Community Centre	DAG	Surveyed
Nelson Street Restaurant	DAG	Surveyed
Old Gaol Museum and Tourist Information Centre	DAG	Surveyed
PK Kids Zone	DAG	Surveyed
Prego	DAG	Surveyed
Prezzo	DAG	Surveyed
Red Chili Gold	DAG	Surveyed
Slade Recreation Club	DAG	Surveyed
Stowe Landscape Gardens	DAG	Surveyed
Swan Pool And Leisure Centre	DAG	Surveyed
Travelodge	DAG	Surveyed
Vibin's Cafe Bar and Grill	DAG	Surveyed
Woolpack	DAG	Surveyed
Flowers of Distinction	KAR	Surveyed
Lloyd's Bank	KAR	Surveyed
Michael Graham	KAR	Surveyed
Precise Locations	KAR	Surveyed
Shopmobility	KAR	Surveyed
Thomson	KAR	Surveyed
Vision Express	KAR	Surveyed
Bank Chambers Dental Practice	DAG	New
Bourton Mill	DAG	New
Buckingham Athletic Football Club	DAG	New
Buckingham Fort	DAG	New
Cheng Du	DAG	New
China Cottage Cafe	DAG	New
Citizens Advice Bureau	DAG	New
Dipalee Tandoori	DAG	New
Eamayl	DAG	New
Film Place	DAG	New
Gyre & Gimble	DAG	New
Kings Head	DAG	New
Mitre	DAG	New

New Inn	DAG	New
New Scout Headquarters on Mt Pleasant	DAG	New
Payne's Court	DAG	New
Revival Health	DAG	New
Salvation Army	DAG	New
St Bernadines Church	DAG	New
St Peter & St Pauls Church	DAG	New
Subway	DAG	New
Swan Surgery	DAG	New
Tesco	DAG	New
Three Cups	DAG	New
Verney Close Surgery	DAG	New
Villiers Ballroom	DAG	New
Villiers Hotel	DAG	New
Waitrose	DAG	New
Well Street United Church	DAG	New
Whale	DAG	New
White Hart	DAG	New



Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017
No one returning our calls
No one returning our calls
Keep for 2017
Keep for 2017
Keep for 2017
Keep for 2017

**From:** Mark Chapman [mailto:mark@moretonvillefc.co.uk]  
**Sent:** 09 June 2016 20:43  
**To:** 'Town Clerk'  
**Subject:** Moretonville Junior Football Club

Appendix D

Chris

Further to our previous discussions on this subject I can confirm that we have now received Planning Permission and Building regulations for the proposed extension.

We are now trying to raise funds;

To this extent we have already had awards from the Inspired Facility Fund, £50,000 and have some £40,000 of our funds to be used

We are trying to rise the balance, £250,000 and are about to submit grant applications to AVDC community Grant Scheme (£25,000) and the Football Association for the balance

But whilst the Football Association are supportive, they have asked us to follow through on a number of areas and I am hoping you may be able to be of assistance in one of two ways;

Firstly, it would be useful if you could provide us with a letters of support (One addressed to each Organisation), as we need to demonstrate that the facility is required and we have the support to take this forward

I hope to catch up with you next weekend for the tournament

If you are agreeable to my request could forward the letter to the club chairman John McAndrew 45 Deerfield Close, Buckingham MK18 7ET

If possible by 27<sup>th</sup> June as we have a meeting with the FA

Secondly, is it possible to apply for a contribution from the Town Council (No matter how small) as we have been advised the larger number of organisations that support our request the greater the chance we have in succeeding. This can be by way of a letter committing funds, which will not be applied for until the balance of the funding has been achieved.

I look forward to hearing from you & thank you in anticipation of your assistance

Regards

Mark Chapman – Project Co-Ordinator  
Moretonville Junior football Club  
07780 610363

# Buckinghamshire County Council

Visit [democracy.buckscc.gov.uk](http://democracy.buckscc.gov.uk) for councillor  
information and email alerts for local meetings

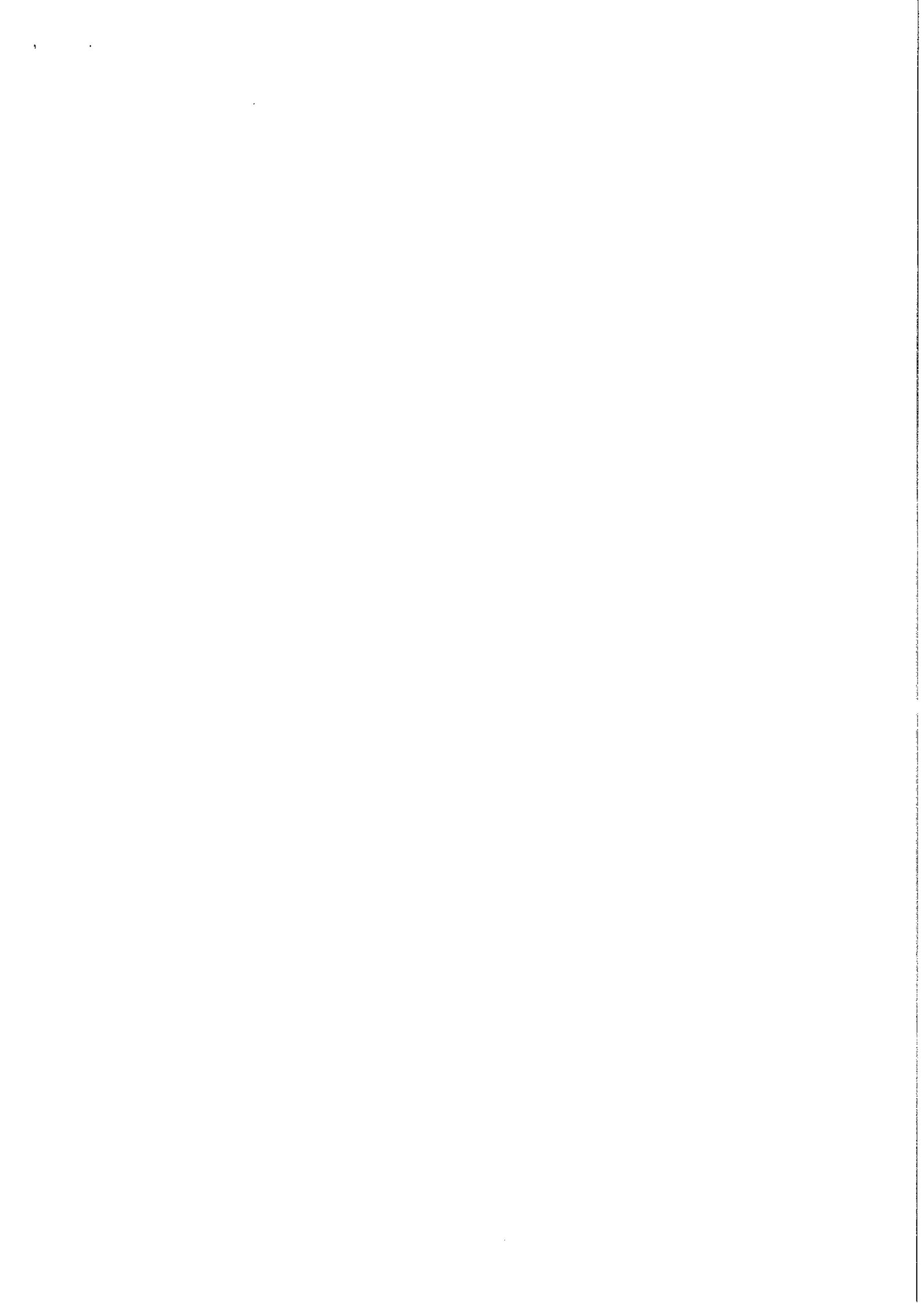
## County Council 28 April 2016

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INVESTOR IN PEOPLE





**Written Questions & Answers for Council: 28 April 2016****Mr Stuchbury to: Warren Whyte, Cabinet Member for Planning & Environment**

**Q1. In the County Council's agreement with FCC Environment, what leeway has been granted in the case that the EFW plant is not able to utilise full capacity? In particular, does FCC have any exit clauses that would allow them to exit the contract early?**

The 30 year contract with FCC Buckinghamshire Ltd (FCCB) puts the County Council into a partnership with a major waste management company that is best placed to deal with a number of the key risks that are apparent in any such large scale residual waste contract. Securing third party tonnage (such as waste from other local authorities), is a contractual obligation that lies fully with FCCB and one in which they have no recourse to the County Council should they fail to secure adequate levels of waste. It is worth noting in this context that other commercial risks, like securing income from gate fees or selling the power from the facility, equally rest with FCCB, which is where these risks are best placed.

FCCB cannot easily exit the contract at any time should they not be able to secure adequate third party waste. As would be expected, the County Council is protected in a number of ways under the contract; for example they would be liable for substantial damages. There are substantial Parent Company Guarantees should FCCB become in some way insolvent as a result of this and they would stand to lose their equity in the contract which is tens of millions of pounds.

**Q2. Who will carry the costs of building the staging posts, used to collect waste for the plant, and the costs for the additional road maintenance caused by traffic to the Efw plant? (Background link to original Cabinet decision on the Efw Plant:**

[https://democracy.buckscc.gov.uk/Published/C00000124/M00004909/\\$\\$Supp13567dDocPackPublic.pdf](https://democracy.buckscc.gov.uk/Published/C00000124/M00004909/$$Supp13567dDocPackPublic.pdf)

Like most of the large scale residual waste treatment contracts in the UK in recent years, the County Council will pay 85% of the capital costs and FCCB, as the contractor, will pay 15%. As well the Energy from Waste Facility itself these capital costs also cover the construction of up to two Waste Transfer Stations and the access road that links the A41 to the new facility. [REDACTED]

It is unlikely that there will be any noticeable need for increased maintenance because of this development. The reasons for this are covered in detail below but essentially there is a very low increase in numbers of new vehicle movements onto the highway, so the maintenance impact is negligible.



Looking specifically at the question around the impact on the roads, it is important to understand that this was an area of extensive assessment and a key consideration during the planning process. It is worth reiterating here some of the central points.

The EfW site was assessed on the assumption that the two waste transfer stations at Amersham and High Heavens, the subject of separate applications, were to be approved. The planning application at High Heavens has subsequently been approved and the facility is now being used as part of the commissioning process. The application for Amersham is currently under consideration. The municipal waste from these two sites, delivered in bulker vehicles with a capacity of 21 tonnes per load, would result in a maximum of [REDACTED].

[REDACTED] If instead of the bulker vehicles all waste was delivered in RCVs (refuse collections vehicle) with a capacity of 8 tonnes per load, the worst case scenario would be a maximum of [REDACTED] of which 94 two-way HGV movements would be from the south of the county. In either scenario, the consented in-vessel composting facility would generate an additional maximum of 38 two-way HGV movements per day, giving overall totals of [REDACTED].

The existing traffic associated with the Aylesbury Vale-sourced landfill, approximately 60 two-way HGV movements per day, has now been re-routed to the permitted EfW facility. This element of the traffic is already on the network and therefore was discounted from the traffic generation of the EfW site. In addition, it should be noted that there was an extant landfill planning consent on the EfW site, which permitted up to 690 two-way HGVs per week for the site as a whole, equating to 130 two-way HGV movements per day.

[REDACTED] with proposed controlled routing this was considered to be acceptable based on the evidence submitted. It is acknowledged that this higher scenario would not be economically viable and therefore the EfW site would be extremely unlikely to operate in this manner. As such, in reality there is likely to be a marginal increase in HGV traffic over that previously permitted on the site.

So to summarise these points, most of the vehicles tipping waste at either the EfW or WTS network are Buckinghamshire local authority vehicles that would be using the road network anyway to go to landfill sites. [REDACTED]

As part of the planning application for the EfW site a number of alternative route options were considered, with all but the favoured Akerman Street track bed route option passing through at least one of the villages in the vicinity of the site. Routing for HGVs going to and from the site is secured in a Section 106 Agreement, in line

with the County Council's Freight Policy, which states that HGVs should travel on motorways and main roads and use the best road available for local trips. The routes identified form part of the Strategic Inter Urban Corridors, and it is of particular note that these routes are considered suitable both in terms of existing traffic movement and prolonged weight bearing properties. The Strategic Inter Urban Corridors already carry significant levels of HGV traffic. The percentage increase of HGVs on the strategic road network as a result of this development is therefore minimal.

The routing for High Heavens has been secured in the Section 106 Agreement and is via the M40 and the A41. It is intended that the route for Amersham be via the A413, Aylesbury and A41, which will also be secured in a Section 106 Agreement. AVDC direct delivery vehicles are required to be routed via the A41 if sourced from the Aylesbury area or the A421, A4421, Bicester and A41 route from sources from north of the site.

The highway impact was fully considered at the planning application stage and detailed comments were included in the planning committee report, allowing councillors to make an informed decision. The decision was sent to the Secretary of State, who declined to call in the planning application and has also been subject to a Judicial Review. In summary therefore the impact on the road network can be considered as minimal.

**Q3 The business cases showed estimated savings (£315m cost, £5m per year estimated savings) to fully support the 1.6% return claim. The Council's treasury statement published in February 2016 showed that the Council borrowing currently stands at £172.5m, on which the average rate of interest being paid is 5.8%.**

**Will the Council have saved more money by paying this debt off than by investing to gain a 1.6% return? What are the return on savings on disposal costs, & do you believe these estimates reflect the additional wear and tear to roads plus the cost of building intermediate collection stations across the county?**


[REDACTED] (see question 4 below). The adjustments to the budget are fully reflected in this year's (2016/17) Medium Term Financial Plan. The costs of the Waste Transfer Stations are included in this infrastructure development as mentioned in question 2. For the points on road maintenance please see previous comment.

The Council has a number of existing loans, taken out at various points and with different interest rates that were available at the time taken. These are fixed rate

loans from Public Works Loan Board (PWLB) and there are repayment premiums for early repayment of these loans, meaning that this is not a value for money option at the present time

**Q4 When will the 'bullet payment' of £180m be due for payment? This is an event of enormous implication for Bucks County Council (£267M is this years' total annual Council revenue) - it represents the final commitment. Can you say if this represents a good return on investment or will it be a potential white elephant?**

The bullet payment is due to be made at the end of May 2016 when the facility passes its Acceptance Tests. The council is convinced that this is a very good return on investment as it will deliver huge savings of over £150 million over the next 30 years.

 The EFW contract saves over £150 million, freeing up vital funds for other key services such as road maintenance or social care.

Also it is worth stressing that FCC is now a major business in the local economy and as a consequence will pay its fair share of taxes into the county's economy, which includes a Business Rates' bill estimated in the region of £1.5 million per annum.

**Mr Stuchbury to: Zahir Mohammed, Cabinet Member for Education/Lin Hazell, Cabinet Member for Children's Services/Martin Phillips Cabinet Member for Community Engagement & Public Health**

**Q5) I would like to ask a question on behalf of my constituents who have expressed concern in relation to the closure of the Buckingham Sexual Health Drop-in Service for young people, particularly in regard to how it will impact upon the nearby schools whose young people benefit from the services currently.**

**5a) Why is the Buckingham Connexions/Sexual Health Drop-in Service closing?**

The Connexions contract changed on 01 April 2016 due to a budget reduction. In collaboration with Connexions, the contract has been refocussed to concentrate on the critical statutory elements; Tracking of the Cohort and DfE Data Returns, Special Educational Needs and Disability (SEND) Support and contribution to the Education, Health and Care Plan (EHCP) process, Careers Guidance to Pupil Referral Unit (PRU), Youth Offending Service (YOS), Care Leavers and preventative work with those who are at risk of NEET, Contribution to the Buckinghamshire Youth initiative to improve outcomes for Young People including those who are NEET and delivery of elements of the BCC Wellbeing Programme.

Connexions have been working exceptionally hard to restructure their workforce, reduce back office costs and implement a new way of working based on referrals. This has resulted in a reduction in capacity and their contributions in some areas including the drop-in centres. It is imperative that given the budget pressures facing Buckinghamshire County Council, priority has to be given to statutory services and difficult decisions have to be made in order to ensure our statutory duties are being delivered in the most effective way.

The sexual health drop-in services in general in Buckingham are not closing, in fact residents are receiving enhanced sexual health services from 01 April 2016 and these are all open to students from schools in that geographic area e.g. Royal Latin and The Buckingham School. These services are delivered by expert and experienced nurses who are able to give advice, information and support on healthy relationships, all sexual health issues, including the provision of contraception and testing & treatment for sexually transmitted infections.

The condom c card is a prevention scheme generally operating at non-statutory sites in the county and involves the provision of condoms to those aged under 25 years to prevent sexually transmitted infections (STIs) and unintended pregnancies. It is only the condom c card scheme at Connexions that is changing and any changes here are linked with the operational changes to the Connexions service as a whole. Condoms will continue to be available via all sexual health services in Buckingham and/or the school nursing service where the school agrees.

**5b) Has there been an Impact Assessment taken place specifically for this closure and if so what were the findings and if not why not?**

Impact assessment was carried out on 15 October 2015 and published on the BCC website under 'Impact analysis of the draft revenue budget for 2016/17 to 2019/20' - Education and Skills. [http://www.buckscc.gov.uk/about-your-council/community-cohesion-and-equalities/equality-impact-assessments-\(eias\)/council-budget/](http://www.buckscc.gov.uk/about-your-council/community-cohesion-and-equalities/equality-impact-assessments-(eias)/council-budget/)

**5c) What mitigating measures are the Council taking to ensure young people in the area have access to sexual health and careers advice?**

When difficult decisions like this are made, the impact and mitigations are given great consideration. Connexions Buckinghamshire have changed the delivery model. From 01 April all young people will be met on an appointment-only basis with priority given to those in greatest need. Due to the numbers of young people who are vulnerable and in need, there is not the capacity to deploy staff to run drop-in sessions. Connexions and the Youth Service are implementing a joint allocation panel (Bucks Youth) which will ensure that young people in need see the most appropriate professional. This work is co-ordinated with, and integral to, the Early Help strategy.

Connexions Buckinghamshire will be in contact with all NEET young people in the Buckingham area and will meet with those young people who are at most in need. This work will take place in locations which are convenient for the young person and are easy to access. The main element of the new Connexions contract will be the delivery of support for young people with Special Educational Needs, particularly those who have, or are being assessed for Education, Health and Care Plans (EHCP). All the specialist sexual health services in Buckinghamshire have been recommissioned and the new providers are Buckinghamshire Healthcare NHS Trust and Terrence Higgins Trust from 01 April 2016. The sexual health clinics historically held in Buckingham will be continuing i.e. Terrence Higgins Trust will be providing specialist sexual health services at The Swan Practice on Tuesdays 3pm to 6pm and also continuing with the targeted Monday drop-in for young people under 25 years at the CAB offices between 2.30pm and 5pm. Chlamydia screening for those aged 15 – 24 years is available via the above sexual health services and also via general practice and community pharmacy in the Buckingham area.

In addition the school nurses below have been recently trained on the condom c card scheme for under 25's in the Buckingham area and the provision of chlamydia screening to young people aged 15 – 24 years.

Annette Howlin	Royal Latin School & Others
Jo Wellington	The Buckingham School & Others
Rachel Ambrose	Waddesdon C of E School
Nicola London	Furze Down (Special School) & Others

**Mrs Davies to: Mark Shaw, Cabinet Member for Transportation**

**Q6 I have recently been contacted by a Parish Council who seem to have been prevented by newly introduced bureaucracy from planting a containerised tree next to a bench on a piece of County Council land, to finalise a local tree planting scheme. They have applied for permission and paid the £125 fee. However, previously the County Council provided a plan of any local utilities below ground.**

**Now the Parish have been told there will be no map provided, even though the County must still have them in their possession, and that in addition to the £125 (for what, I ask?) they must provide their own geophysical survey and employ a licensed contractor to plant the tree, which they have been unable to find for such a small job.**

**The piece of ground in question is not known to hold any underground utilities by the way, but that's not the point. Please can you ensure that maps or plans continue to be provided and that Parishes can continue to plant their own trees subject to their own liability insurance?**

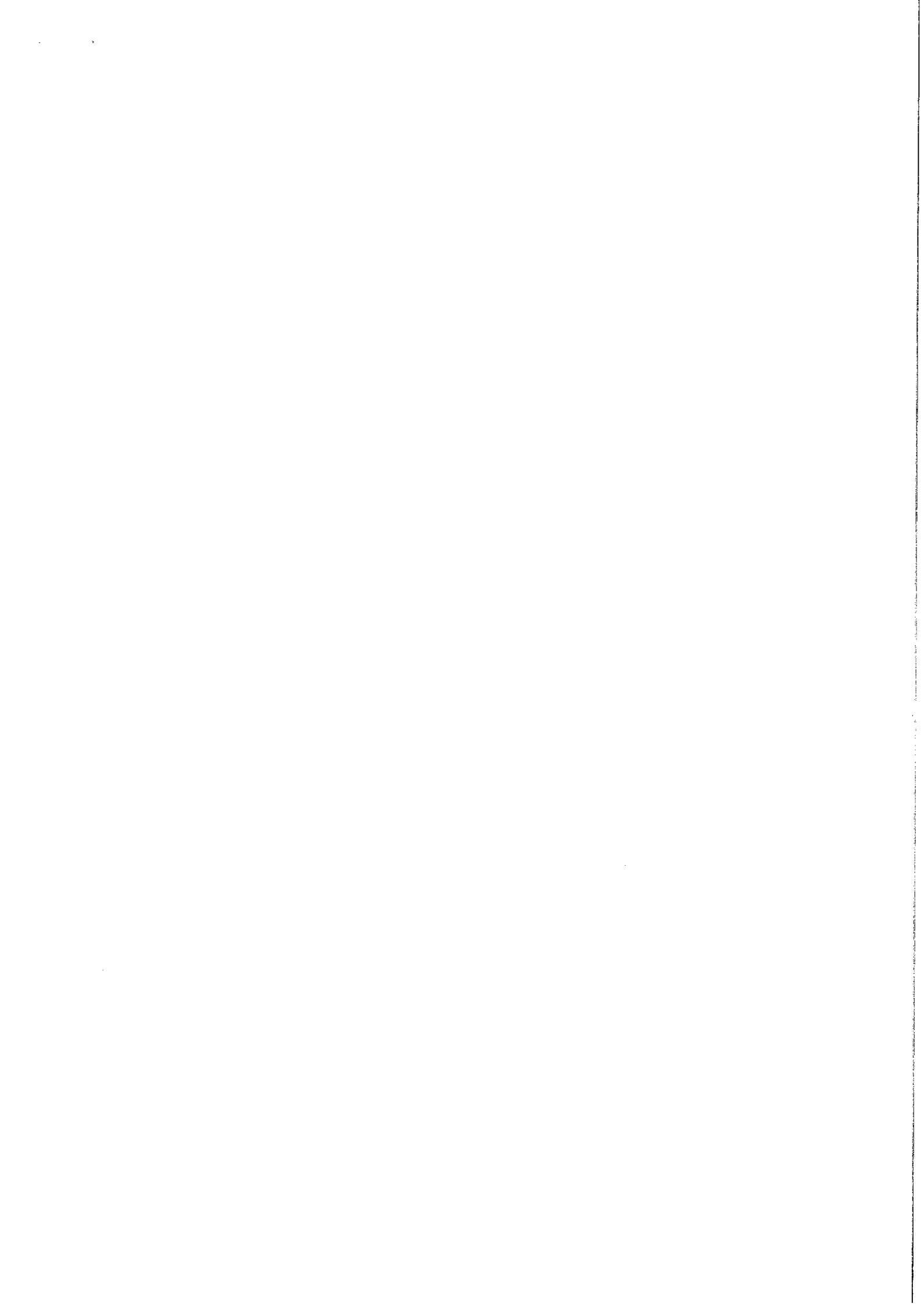
We fully appreciate the issue raised by the Parish Council in relation to the provision of utility information. The public highway is increasingly occupied with utility company apparatus which is constantly evolving to meet the needs of Bucks businesses and residents. Over 30,000 streetworks' permits were issued in Bucks during 2015 to accommodate utility company requested changes.

The County does not hold any utility maps, as these are owned by each respective utility company who is responsible for their update. The County only makes use of this information in the delivery of the service. The accuracy of the maps provided by the utility companies is considered for "information only", and is not accurate. Privately owned utility supplies are rarely indicated.

Experience informs us that, while installing a tree is a relatively simple operation, the excavation in the public space is considered high risk and we recommend that only properly trained personnel undertake this work. The parish council needs to consider these risks when undertaking or commissioning this work.

Utility information is available online and is free, and we suggest parish councils make use of the website below in considering any excavation work in the public space. This should have been communicated to the parish at the time, and for this we apologise.

<http://www.linsearchbeforeudig.co.uk>



## Committee Clerk

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**Subject:** FW: EfW Plant - Feedback on Responses from Bucks CC Meeting April 28th  
**Attachments:** Supplement Written Questions Responses 28042016 0930 County Council.pdf; ATT00001.htm

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**From:** Stuchbury, Robin - (County Councillor) [<mailto:rstuchbury@buckscc.gov.uk>]  
**Sent:** Tuesday, May 3, 2016 2:53 PM  
**To:** [office@buckingham-tc.gov.uk](mailto:office@buckingham-tc.gov.uk); <[deputytownclerk@buckingham-tc.gov.uk](mailto:deputytownclerk@buckingham-tc.gov.uk)>; christopher Wayman  
**Subject:** Fwd: EfW Plant - Feedback on Responses from Bucks CC Meeting April 28th

Dear Chris

Please add these remarks to the my first email regarding EDF plant

I'm keen members should have chance to agree their view on this matter,  
And if they believe it needs questions asking it should be agreed  
By them ,

How do you believe your going to progress this matter ??

Kind regards

Robin Stuchbury  
County Councillor Buckingham west 07752 394162.  
44 Hare Close Buckingham 01280 824285  
[rstuchbury@aylesburyvaledc.gov.uk](mailto:rstuchbury@aylesburyvaledc.gov.uk)  
[stuchbury@dsl.pipex.com](mailto:stuchbury@dsl.pipex.com) BTC

**Subject: EfW Plant - Feedback on Responses from Bucks CC Meeting April 28th**

Please feel free share this commentary.

First to Robin, thank you for putting forward the four questions on the EfW plant. The answers you received from Council were quite long, but also evasive - in some cases mixing 'legalese' with partial and distorting numbers. For that reason, I wanted to share my commentary on those responses - I apologise in advance if this gets a bit technical.

Question 1 - FCC Environments' Potential Escape Clause. In the absence of any measure of what 'substantial damages' would be, it is hard to understand the real scenario. £1M would be substantial, but still a low exit cost if things go wrong. The capital commitment FCC has made (their 'equity in the contract') is about £40M (Total cost is £315M, cost to Bucks CC from the linked background decision document is £275M), but from the figures given in answer to Q4, we can estimate that the business plan for the plant foresees annual revenues in the range £40-£50M. In other words, in the case



that the business does not arrive, they would recover the full cost of walking away from the contract in a two or three of years.

Question 2 - Cost of Staging Posts and Road Maintenance. The first answer of the paragraph states that the capital cost will be £180 - this is an incomplete answer, since this is the outstanding capital cost. The total capital cost to Bucks CC was expected to be £275M, with around a third already paid in 2013. The £180M figure is the remainder due at the end of May. It is good to know that there will be no additional costs for the two transfer stations, but the argument around road maintenance seems to be based on very odd maths: The response admits that the traffic associated with Bucks CC waste will be either 138 or 199 two-way HGV movements per day. On top of this, we have the 60 two-way HGV movements per day from Aylesbury and the 130 two-way HGV movements per day from the 'extant landfill site at the EfW location'. In total, I make that 328 or 389 total two-way HGV movements per day - which they admit is the acceptable limit. BUT, the business case for the plant assumes 2/3 of the waste processed will come in from outside the county or commercial sources - the comment that this will arrive by rail or by a relatively smaller number of high capacity vehicles seems ludicrously optimistic. The rail network isn't that good! In short, the Bucks CC waste will take road maintenance overhead to the limit, so the total input will probably be between 2x and 3x that. We are already a century behind in road maintenance....

Questions 3/4 - White Elephant and Would we have been better paying down debt? The numbers quoted here are enlightening. First, remember that the cost to Bucks CC is £275M (that's the £315M total minus the £40M from FCC Environment). In return, we will save £150M over 30 years, or £5M per year. But those are savings on existing costs of £450-500M. These figures are quoted as though we will no longer pay them, but we will only reduce them to £300-£350M - a figure to which we have to add the £275M cost of the plant. Over 30 years, the total cost to Bucks CC will be £575-£625M. The business rates figure (£1.5M per year) is material and should be considered - it will reduce the cost by £45M over 30 years. In other words, we will be spending just £530-£580M net.

Bottom line: in total, we are increasing net expenditure by £80M over the next 30 years. True, we are doing some financial mechanics so that the revenue account can be subsidised by capital expenditure, but that just means more debt to service for future generations. On top of this, there remains a high risk of the plant not delivering on its promised economies of scale, which means it might end up costing far more - and even if it does deliver, it will further run down our road network.

What to do next is the question ?

Thoughts?

Best regards,  
Brian

**Committee Clerk**

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**From:** Town Clerk <townclerk@buckingham-tc.gov.uk>  
**Sent:** 15 June 2016 14:52  
**To:** 'Paul Hiron'; 'Andy Mahi'; 'Mark Cole'  
**Cc:** 'Committee Clerk'  
**Subject:** Chairmanship

Hello Paul,

I have spoken to BALC today about the conversation around your circumstances at Monday night's meeting.

They have advised that the Council could give you a special dispensation on Personal Grounds to take a temporary leave of absence from the role of Chairman of the Planning Committee. This would allow you to attend meeting and would result in Mark being chairman for the period of the dispensation.

If this is agreeable with you and Mark then I will have it placed on the Full Council agenda. If you could just advise on when you would resume the position of Chairman.

Christopher Wayman MILCM

Town Clerk  
Buckingham Town Council  
01280 816426

Email: [office@buckingham-tc.gov.uk](mailto:office@buckingham-tc.gov.uk)  
Web Site [www.buckingham-tc.gov.uk](http://www.buckingham-tc.gov.uk)

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\*\*\*\* End of Disclaimer \*\*\*\*\*

Martin Boileau <mboileau@royallatin.org> Jacquie, me, David  
21st May 2016

Lisa

Can I just say how proud I and the Royal Latin School were to receive the Sports & Arts award/  
Salver for the work on the Joint School's Youth Project on Friday at The Mayor Making &  
Reception. We are especially pleased to be sharing this joint award with Buckingham School. All  
students past and present involved in the project proudly share in this.

Could you please pass on my thanks to the Town Council.

Look forward to June and the next project (missing).

Martin

=====

Lisa O'Donoghue <cllr.odonoghue@gmail.com>  
to Martin, David, Jacquie

Dear Martin,

Thank you so much for your lovely email, you are very welcome!

To have the Drama & Art Project formerly recognised in front of dignitaries and guests at Mayor  
Making was the perfect setting, you both looked so proud. I am grateful that our Mayor allowed  
Robin and I to present you with the salvers, as the project is very dear to both our hearts.

I look forward to seeing you all on Wednesday 15th and I will cross my fingers for a nice sunny  
evening - like we had two years ago - so the play can be performed on your beautiful outdoor  
stage.

Best wishes,

Lisa

Cllr. Lisa O'Donoghue  
Buckingham Town Councillor  
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## BUCKINGHAMSHIRE AND MILTON KEYNES ASSOCIATION OF LOCAL COUNCILS

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Dear Member Council

As you will be aware there are many challenges facing our sector over the coming years. Many of our member councils have already worked towards taking on more devolved services from the local Authorities, with reduced funding to the sector the pressure to take on more services will only increase.

We are still working towards delivering even more training to our councils, tailored to the needs of our members, as well as running courses over a greater area to reduce the need to travel long distances. Parish Council Induction training was a great success in 2015 and will be continuing throughout 2016. We are planning to hold training for Chairman and are also looking to hold Chairman's Forum in the north and south of the County in order for chairman to meet, network, express their concerns as well as feedback to BMKALC any issues that they would like taken forward to a higher level or that may require training courses. Other courses have covered Accounts and Finance, Annual Audit, VAT, Transparency and Agendas and Minutes plus website training.

This year we promoted the Local Council Award Scheme which replaced the old Quality Status for Local Councils. The new Local Council Award Scheme has been designed to celebrate the successes of the very best local councils, and to provide a framework to support all local councils to improve and develop to meet their full potential. There are three levels of award, Foundation Status, Quality Status and Quality Gold. So far two councils, Buckingham Town Council and West Bletchley Council have been awarded the Quality Gold Award and Little Marlow has achieved the Quality Award. We would encourage all councils to apply for an award as this assists in raising the profile of local councils across the sector and to the District, Unitary and County Councils.

The NALC Star Councils 2015 awards recognise the very best in local councils, councillors, officers and workers, celebrating their achievements in representing and delivering for communities. Challenging financial times demand innovative approaches to protect community service delivery and representation. The awards reward those CALCs, councils, councillors, officers and workers who have gone above-and-beyond the call of duty to deliver excellence. Campbell Park Parish Council was runner-up in the Council of the Year category. The awards are to be run again this year and we will be emailing out the details shortly.

We continued to represent you to Government in areas such as the National Planning Policy Framework, the Localisation of Council Tax Support, and we have worked with the National Association on the replacement for the Audit Commission.

The Association and Executive Board would like to thank you for your continued support.

Yours sincerely

*Paul Harvey*

Chairman  
 Executive Board.

**Buckingham Community Hall Association**

**Minutes of the Management Committee Meeting held on 21<sup>st</sup> January 2016**

**Committee Members Present:** Geraldine Collins, Paddy Collins, Roger Tear, Peter Burke, Tim Scudamore, Derrick Isham, Andy Mahi and Building / Booking Manager Terry Bloomfield.

- 1. Apologies:** Martin Try, Anne Liverseidge, and Mike Hall.
- 2. Minutes of 26 November 2015:** Agreed as a true record.
- 3. Matters arising from said Minutes:** No matters arising.
- 4. Correspondence:** Letter from Pat Davis concerning Tea Dance equipment used by Hazel Thurlow (dance teacher) would died the latter end of last year; asking whether the Centre would like her dance equipment for use at the Community Centre. Members were pleased to accept the offer. *Action Terry*
- 5. Chairman's Report:** Nothing to report.
- 6. Booking Manager's Report:** Hiring's for 2016 are very favourable. We have retained all weekly and monthly hirers and the one off hiring's are progressing well. Email from WREN Landfill concerning any applications to the Community Fund need to be in by the 8<sup>th</sup> June. The email among other things covers improvement to village halls and Community Centres. Committee agreed to apply for the funding of replacement internal door s and any other necessary improvements. *Action. Terry.*
- 7. Treasurers Report:** Paddy gave out profit and loss and balance sheets for year ending December 2015. There was just a small loss of £122 in the year. Due to the retirement of Stephen Hayward, Paddy has requested Daphne Brown to examine our Accounts. Committee agreed a remuneration of £150 be paid . We have received the 2016/17 Community Centre insurance from Coughlan Insurance Bureau. Members agreed the cost of £5003.07.  
**Office Staff )** Committee Member Tim Scudamore has shown an interest in taking over the Management of the Community Centre when Terry retires at the end of June 2016. Paddy has received a CV from Tim. Tim left the building whilst members discussed the matter. *Proposed: Derrick Isham, Seconded: Paddy Collins* and unanimously carried that Tim be offered the positon commencing on the 1<sup>st</sup> April alongside Terry for three months. Tim Accepted the position. He would stand down as a Management Committee member at the AGM.
- 8. Access for All (Derrick)** Derrick read out and email from Mrs Christine Strain Clark raising concerns of accessing the Centre using the door knob on the main door. Also raised was the lip along the threshold of the door being slightly proud. Derick requested that members agree to request the Town Council include the Community Centre when Disabled GO visit to assess buildings for favourable disabled access. Members agreed the request. A chain has been fitted to the Main door of the Centre to hold push bar back when Centre is open.
- 9. Items for Future Agenda:** Access for all.
- 10. Any Other Business:** 2016 AGM is scheduled for the 24<sup>th</sup> March. Peter gave his apologies.
- 11. Date of next Meeting's :** AGM 24 March 2016 at 7pm in Small Hall followed by Committee meeting. Anything cropping up before the next meeting will be dealt with by the Chairman.

**Buckingham Community Hall Association**  
**Minutes of the Management Committee Meeting held on 24<sup>th</sup> March 2016**

**Committee Members Present:** Geraldine Collins, Paddy Collins, Roger Tear, Tim Scudamore, Derrick Isham, Mike Hall and Building / Booking Manager Terry Bloomfield.

- 1. Apologies:** Martin Try, Anne Liverseidge, Peter Burke and Andy Mahi.
- 2. Minutes of 21<sup>st</sup> January 2016:** Agreed as a true record.
- 3. Matters arising from said Minutes:** No matters arising.
- 4. Correspondence:** No Correspondence
- 5. Chairman's Report:** Geraldine thanked Committee members and staff for their support over the last 12 months. Against stiff opposition bookings were well up. Very disappointed over the vandalism in the Centre toilets and hoped it was a passing phase.
- 6. Booking Manager's Report:** Hiring's for 2016 going very well. In view of the recent vandalism I have asked Martin Try to look into the installation of further security cameras.
- 7. Treasurers Report:** Treasurer informed members that Tim was happy with his Centre contract which commences on the 1<sup>st</sup> April. Terry will sit with Tim throughout April and retire on the 5<sup>th</sup> May. It was Proposed Paddy Collins, Seconded Derick Isham and carried that Part time caretaker Charles Heritage be given a contract of a minimum 5 hours weekly, commencing 1<sup>st</sup> April 2016. Workplace pensions are scheduled to start in August 2017. NEST is the Government designed pension scheme open to all employees. At present Tara Stevens is the only member of staff to be automatically enrolled. Proposed Paddy Collins, Seconded Roger Tear and carried to trigger scheme for all employees. "It was agreed that our reserves policy will be kept between 6 months and 12 months turnover in reserve"  
Members agreed for Tim and Terry to become Cheque signatories.
- 8. Items for Future Agenda:** CCTV cameras (Martin Try)
- 9. Any Other Business:** Terry to become a Committee member as of the 6<sup>th</sup> May 2016 as per AGM election. Tim Scudamore stood down as a Committee member. Dried toilet paper to be cleaned off of the Gents toilet walls and ceiling.
- 10. Date of next Meeting's:** 26 May 2016. Anything cropping up before the next meeting will be dealt with by the Chairman.

**ASM 9<sup>th</sup> May 2016**

**11/16 (S.O. 2.10.3)**

To review, amend or confirm the terms of references for committees.

Members **Agreed** that terms of reference will be presented to the relevant committees for review and come back to the next Full Council with recommended amendments

**BUCKINGHAM TWINNING ASSOCIATION**  
Minutes of meeting, Wednesday 4 May 2016

**A G E N D A**

Present: Stephanie Scrase (Chairman), Cllr Paul Hirons, Cllr Howard Mordue, Jane Mordue, John Murray, Pat Phillips and Sue Watkins

1. **Apologies for absence** from Cllr Terry Bloomfield, Cllr Christine Strain-Clark. Sue Watkins was warmly welcomed back.
2. **Minutes** of the meeting held Wednesday 2 March 2016 were agreed and signed.
3. **Matters arising**  
Re 4.1 Exchange with Neukirchen-Vluyn: Stephanie reported that Thornton College students pupils do not take German but Akeley Wood still to be checked out. **Action: Stephanie Scrase**
4. **Young people** - Visit of Gauthier still being planned; Stephanie kindly offered to introduce him to her sons, of the same age.
5. **News and general updates: Buckingham, Mouvaux, Neukirchen-Vluyn** - none
6. **Events**
- 6.1 **Review**
- 6.1.1 **Salon des Artistes Peintres et Sculpteurs, Mouvaux 23 April to 1 May 2016.** John Murray had attended the 'vernissage' and reported on a very successful and enjoyable occasion. The two BAFA artists had been pleased to have their works on show although no sales this time. The paintings had been taken and would be returned by Stephanie although Gauthier might be asked. Next year, we should alert the artists directly and encourage them to go to the 'vernissage'. **Action: Stephanie**
- 6.2 **Future Events**
- 6.2.1 **Wine and Cheese Evening, Saturday 28 May 2016, Maids Moreton Village Hall**  
All and in hand and everyone looking forward to this event, expertly organised by Ron Gleeson. Stephanie would double check if he wanted any helpers, e.g on the door. **Action: Stephanie**  
Ron had asked that we circulate the poster to our networks.  
**Action: Jane Mordue/Sue Watkins to re-circulate; All to send to friends**
- 6.2.2 **Cycling, to arrive Buckingham Friday 15 July 2016**  
About 19 cyclists had signed up but a few more were needed to make the bus hire viable; Annie was on the case. It was proposed to cycle in from Aston Clinton. Wishes re accommodation would be confirmed – budget hotel or host family? **Action: Stephanie**  
A tour of the University on Saturday morning would be proposed. Pat Phillips (committee member, Friends of the University) would kindly check with the University if this would be okay.  
**Action: Pat Phillips**  
On the Saturday afternoon, they would visit Waddesdon Manor. Saturday evening, we might put on a BBQ chez Stephanie.
- 6.2.3 **Bastille Day Boules Competition 15 July 2016, Old Cattle Pens**  
Marshals – Ron Gleeson to organise? John Murray volunteered. **Action: Stephanie to check**  
Straw bales – two potential sources to be explored: Henry to ask Colin Whitehead; Sue to ask Chris James **Action: Henry Scrase, Sue Watkins**  
Sand – all in hand, organised by Howard from AVDC  
BBQ and soft drinks – Stephanie will buy food; younger Scrases to run BBQ  
Wine for donations - Muriel Gleeson and Rosemary Stuchbury?  
French beer is offered – Stephanie to suggest 50 bottles and explain 'for donations' only.  
**Action: Stephanie**  
Sue Watkins and Jane Mordue also on hand to help.



#### 6.2.4 **Civic Visit to Buckingham, 30 September – 2 October 2016**

The gardening theme 'anniversary of Capability Brown' was proving popular. Stephanie had checked but Stowe House unavailable because booked for weddings.

She suggested Compton Verney another stunning Capability Brown design. Jane and Howard to follow up; do a recce; check if group booking possible and whether guides available. **Action: Jane and Howard**

The Mayor is booked into the White Hart.

The outline programme could be:

*Friday evening*

Mouvoux party arrives; welcome reception and then dinner and relax with host families

*Saturday*

Breakfast with host families and then at leisure/shopping in Buckingham

11 a.m. coach departs for Compton Verney (50 miles away) Visit house, have light lunch, visit gardens. Return to Buckingham tea time. Evening with host families or in groups.

*Sunday*

Breakfast with host families

Put luggage on coach

11.30 a.m. for 12 p.m. Civic Lunch and depart 2 p.m.

Visit ? en route?

We should begin to identify and alert possible host families – it's been a while since we called on them. **Action: Jane Mordue**

#### 6.2.5 **BTA AGM and Film Tuesday 22 November 2016**

All in hand but film still to be selected.

#### 6.2.6 Other ideas from German planning visit in January:

Twinning Youth Forum, (NV, Mouvoux, Ustron and Buckingham) – a great idea but needs a different date, away from exam time, to work for Buckingham students.

NV artist to exhibit in Buckingham – might she be part of BAFA exhibition in November?

Square dancing at NV – Christian had put Susie Kelly (Buckingham lead for this) directly in touch with the members of a club near NV – all sounded hopeful

NV golfers at Buckingham Rotary Charity Golf day 28 June 2016 – this had sounded hopeful but Sue reported on concerns about accommodation gleaned during her recent visit. She will follow this up.

**Action: Sue Watkins**

Links between Rotary Clubs of Moers and Buckingham – Jane following up

Vintage cars – noted and Jane had mentioned Classic Car event, Saturday 2 July 2016.

Invitation to 25<sup>th</sup> anniversary of NV/Mouvoux twinning Sat 8/Sun 9 October 2016 – 4 places offered and it was hoped that Stephanie and Henry would go for their first visit; Sue would be pleased to go too. Sue agreed to follow up on this.

**Action: Sue Watkins**

Ausdauer-sportsverein/Endurance Sports Club link with Buckingham – no immediate parallels.

#### 7. **Finance Report** Howard Mordue

Balance not changed much from last time when it was £2555.92. Treasurer to confirm when his computer was mended!

#### 8. **Membership report** Terry Bloomfield

Howard and Terry to compare notes on online and paper subscriptions to establish list.

#### 9. **Communications**

Newsletter: Ron Gleeson

Club Voice: Ruth and Lara Newell

Website: Geoffrey Shaw - Stephanie to send pictures to Geoff. **Action: Stephanie**

**10. Any Other Business - none**

**11. Date of next meeting**            Wednesday 6 July 2016

Jm/ 5.5.16

## **Minutes of the A4A Meeting held on Monday 9<sup>th</sup> May 2016 in the Library**

**Item 1. Welcome:** John Russell welcomed everyone.

**In Attendance:** Cllr. Jenny Bates, Simon Garwood, Cllr. Derrick Isham, Pat Knibbs, Clair Pudaruth, John Russell, Cllr. Mike Smith, John Squires, Cllr. Chris & Peter Strain-Clark.

**Apologies :** Cllr Warren Whyte, Cllr. Ruth Newell, Una Robinson

**Item 2.** Minutes of the Meeting held on 11<sup>th</sup> April 2016 were accepted.

### **Item 3. Matters Arising.**

**DisabledGO:** Mike was concerned that it was not clear how much advice DisabledGo will give and felt they needed guidance from BTC. Chris reported that they were still planning the survey until 22<sup>nd</sup> May though some surveying would begin on 16<sup>th</sup> May. Chris has sent them an email pointing out some of our concerns including the presentation we attended. The only response has been that her feedback was helpful. There was some disappointment that the project seemed to be going downhill and we are locked in for 3 years. Though Mike and Derrick were following progress and BTC has financial responsibility it is really all being left to Chris. Chris explained that they count 1 larger venue as equivalent to 4 smaller ones. Since we had requested some more of the former the latter had been seriously reduced and we want them to cover all the venues of a particular type and not just a small sample. Originally we requested 20 large and 80 small – it now looks like 32 large and 32 small. We have 1 week to decide what venues should be looked at. Claire thought we should be more positive and highlight those venues that are accessible to encourage tourism in Buckingham. Chris to email Elissa again.

**Bridge Street crossing bollard:** This was promised long ago but nothing has happened and lorries continue to endanger lives. We must note the details of offences and take photographs. John R read out a cutting about local councils issuing fines and using the money to fill potholes. Here the authority would be Bucks CC! John S suggested that we should have chicanes to deter/stop lorries but they would need turning points on 'farmland' and though Warren is working on it there is no money.

**Item 4. Chairman's Report.** Ed unfortunately still cannot attend.

**Item 5. Secretary's report**

**Town Action Commission** Subject “Making Buckingham more parent/child friendly” The meeting in council chamber on April 23<sup>rd</sup> was a drop-in session for parents or others with responsibility for children to put forward their ideas. Unfortunately there is no report yet from Jon Harvey and we only know of Chris, Claire and John R’s attendance. Chris brought up Sophie’s points about parent/child parking and nappy changing. Mike squashed rumours about the installation of parking meters and imminent pedestrianisation!

**Cotton End** In progress. Talks between the various parties seem hopeful, but slow. The residents all seemed very happy with a proper lengthy sloping access near the steps rather than restoring the previous ‘temporary’ access.

**Victoria Row** Transport for Bucks have accepted responsibility and will resurface shortly in this financial year! But how far will they go –we will have to wait and see.

**New toilets?** Yes, work should begin shortly. All agreed we should campaign to keep the old ones open too – eg for the market traders. We are awaiting costings from AVDC and financial implications. Since we already pay for toilet cleaning it couldn’t be much more to pay for both.

**Item 6. Treasurer’s report** Our funds stand at £1247.51p. We are slowly using up (currently £16.50p a month) of the money we ‘inherited’ from Aylesbury Access for All. We will eventually need a small grant from BTC. We discussed various alternative venues including the remodelled council chamber and Chris reminded us that BTC is still holding £250x2 from Robin and Warren that we can eventually use.

**Item 7. DisabledGo** – Chris has nothing further to report yet, She hopes it is going forward as scheduled, starting with larger premises, or those that people spend more time in, with smaller shops in town centre to follow. (*See earlier discussion*).

**Item 8. Our own Accessible Buckingham leaflet**

There was discussion of the relationship between our leaflet and that of DisabledGo. In our leaflet we should be positive about DisabledGo and tell people to look out for their signs – if they exist. Clair would like to see a combined leaflet being positive about tourist attractions such as the circular walk. Though there are parking problems, our arrangements are already in the Coach Drivers Handbook and BTC is producing a Hidden

Buckingham leaflet. So the question arose as to whether we needed our own leaflet and the resounding answer was YES. Though there is no overarching Access for All there is possibly BuDs which was based in Burnham. They have leaflets and Simon will send copies to Chris to see if there is anything we can incorporate. We need our material back from Jayson and then we should move on.

Clair feels we should start going round shops ourselves looking at access and raising awareness. Because of a manpower problem we might need to email first and then go round sporting our own identifying badge which we should produce once we have the material back from Jayson.

Chris had wanted BTC to raise access issues at each meeting but they will at least be raised when each event is discussed.

#### **Item 9. Members Concerns –**

There was a general discussion on the growth of Buckingham and the additional access problems this creates. Though we may have to take more houses than the Buckingham Plan wanted, other features such as green spaces etc are still on the plan. It was pointed out that some of our own group came to the expanding Buckingham presentation and are also trying to ensure that access concerns are not overlooked.

The pedestrian lights beyond Tesco are still not working. John R will contact Robin about them.

Una has reported the following concerns. Bin bags outside Hollis's cottages are never taken in and are blocking the path. The water meter cover outside no 20 Stratford Road is a trip hazard. Chris has informed the clerk about both problems. Una has noted that there is no usable toilet in the library if the meeting room is occupied. We queried this at the planning stage but they took no notice! But we noted that the staff toilet is available in emergencies.

Derrick reported that the door to the community centre now pulls open. The turning knob has been removed. The door to the council chamber is currently being reconfigured. We have not been consulted. Let's hope it is an improvement. Clair suggested we should insist that all new buildings should have press pad entry though small shops would resist any additional cost. *(NB Chris has since been consulted!)*

**Item 10.** Next meeting Monday June 13<sup>th</sup> 2pm in the Library

# DESTINATION BUCKINGHAM GROUP

*Thoroughly* MODERN  
**Traditional**  
BUCKINGHAM

## NOTE OF MEETING HELD ON 14 JUNE 2016

**Attendees:** Henry Cooper (HC)                      Roger Edwards (RE)                      Andy Mahi (AM)  
Nigel Morrison (NM)                      Mary Simons (MaS)                      Mike Smith (MS)  
Chris Wayman (CW)

**Apologies:** Jane Mordue (JM)                      Margaret Gateley (MG)

ITEM	DISCUSSION	ACTION BY
1	<b>Apologies and Introductions</b>	
1.1	The Apologies for Absence were noted, and MS welcomed everyone to the meeting.	
2	<b>Note of May meeting</b>	
2.1	The draft Note was approved.	
3	<b>Financial Position</b>	
3.1	MS said that, subject to ratification with the BTC Accounts Assistant which was still awaited, the financial position remained as stated previously. There were £4,152.44 in the funds, £500.00 of which had been earmarked for Civic Day publicity etc. In addition to this, £10,000.00 was being held by AVDC in respect of 2015/16 funding which had been earmarked for town centre way-marking totems.	
4	<b>Enhancing Entry to the Town</b>	
4.1	<b>Shopping area from Cornwall's Meadow car park</b> – AVDC's Chris Mason had replied saying that the idea of a specific location for street performers was a good one, and supporting the idea of a plaque to identify this. He was also supportive of the idea for additional planters.	
4.2	He had added that if the arrangement was to be reviewed after a suitable period, he did not consider that delegated authority from AVDC need be obtained.	
4.3	It was therefore agreed that MS obtain a brass plaque with the legend "Street Entertainers welcome here", to be affixed to the external Town Council Chamber wall (this would be slightly delayed until he returned from holiday).	MS
4.4	<b>Lamp post banners</b> – Following the installation of 20 banners installed on the southern by-pass and in London Road, Stratford Road and High Street/Market Hill and Bridge Street, as reported at the last meeting, AM reported that they were still the subject of favourable comments.	

5	<b>Town Centre Enhancement</b>	
5.1	<b>Signage reduction and pavement repairs</b> – MS reported that David Cairney, TfB Project Engineer, had written to apologise for and explain the reasons for the delay in implementing this work. He had undertaken to advise the programme of dates as soon as possible.	
5.2	This would continue to be monitored.	MS & WW
5.2	<b>Wayfinding Totems</b> – MS said that there had been no further update on the previous report from Jill Hemmings (AVDC), who had indicated that they were at the tender stage and she would provide the approved design etc details in the near future. Installation in Aylesbury was scheduled for September.	
6	<b>Other Attractions etc</b>	
6.1	<b>Teddy Bear Hunt</b> – MaS said that EW had suggested August for the re-run, and that several traders had expressed interest in participating again. It was agreed that she continue to work-up proposals with EW.	MaS & EW
6.2	<b>Civic Day (18 June)</b> – RE reaffirmed that <i>Buckingham Society</i> and <i>Buckingham Rotary</i> had matters well in hand. Unfortunately, John Bercow was now no longer able to attend, but the Mayor (AM) would make all presentations etc.	
6.3	Costs for the banner, laminated posters and handbills (all showing AVDC support); and for the entertainment, would be in the region of £350.00 to £400.00 but would be confirmed by RE shortly.	RE
6.4	<b>Fair Trade</b> – No report.	
7	<b>Widening Buckingham's Links</b>	
7.1	<b>Stowe</b> - NM had contacted Kellie Scott at Stowe and confirmed their willingness to have Buckingham leaflets available in their Visitor Centre. He would arrange to collect these from the TIC and deliver them.	NM
7.2	Concerning the proposed cycleway, NM had also been put in touch with Ian Good, who led the Rangers. Before pursuing this further, he needed to look into existing cycle routes and plans.	NM
7.3	<b>Silverstone</b> – NM continued to pursue this, and noted that MEPC thinking needed to be steered away from Northampton and Towcester, and towards Buckingham. He would enquire about the possibility of an article in their Newsletter, and a leaflet rack (which DBG would probably need to provide) for Buckingham Visitor leaflets and maps etc.	NM
7.4	<b>Hotels &amp; Guest Houses</b> – CW undertook to see whether the BTC Green Spaces Team might deliver leaflets and maps to Villiers Hotel, Best Western Hotel and the Travel Lodge; and HC said he could check on their stock levels from time to time during his regular walks around the town.	CW & HC
8	<b>Trading Matters</b>	
8.1	<b>Independent Trader of the Year</b> – RE had met with MaS and they were suggesting that the event take place in from mid-August with the award taking place in September. This was agreed. It was also agreed that nomination forms, which would be available from shops, the TIC and (possibly) the Library would ask for a reason for each nomination.	
8.2	All traders, including multiples, would be eligible. All nominations would be pooled, with the most received for any single trader being declared the winner, who would receive a shield that would be retained for a year. Further consideration would be given to the award of “commended” and/or “nominated” certificates or awards.	

8.3	The <i>Buckingham Society</i> would lead, with inputs from <b>ShopBuckingham</b> . RE and MaS would draft a nomination form (including the usual “supported by AVDC” etc), and funding of up to £150.00 was agreed.	RE & MaS
8.4	MaS said that the <b>ShopBuckingham</b> communications group had been established, and was developing well.	
9	<b>Other Matters</b>	
9.1	<b>Commemorative Building Plaques</b> – nothing further to report.	RE
9.2	<b>Roundabout Sculptures</b> – nothing further to report. CW was still awaiting an indication of whether or not they may be deemed a road safety hazard.	CW
9.3	<b>“Brown” signs</b> – nothing further to report.	RE
10	<b>Next Meeting</b>	
10.1	It was agreed to meet again in the Town Council Chamber on Tuesday 12 July 2016, from 1200 hrs.	ALL